The Path to Becoming a DBE

July 2019
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The City of Davenport, Iowa – CitiBus

Iowa Department of Transportation

City of Bettendorf, Iowa

River Bend Transit
The Disadvantaged Business Enterprise (DBE) Program

The Disadvantaged Business Enterprise (DBE) Program is a U.S. Department of Transportation (USDOT) program that was established to ensure that firms owned by minorities, women and other socially and economically disadvantaged persons have an equal opportunity to participate in federally assisted projects.

DBEs are for-profit small business concerns where socially and economically disadvantaged individuals own at least a 51% interest and also control management and daily business operations.

African Americans, Hispanics, Native Americans, Asian-Pacific and Subcontinent Asian Americans, and women are presumed to be socially and economically disadvantaged.

Other individuals can also qualify as socially and economically disadvantaged on a case-by-case basis.
The Disadvantaged Business Enterprise (DBE) Program

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To be regarded as economically disadvantaged, an individual must have a personal net worth that does not exceed $1.32 million.

To be seen as a small business, a firm must meet the Small Business Administration size criteria AND have average annual gross receipts not to exceed $23.98 million.

Size limits for the airport concessions DBE program are higher.
The Disadvantaged Business Enterprise (DBE) Program

- Managed through Office of Civil Rights
- Started in 1980
- Title VI of the Civil Rights Act of 1964
- Code of Federal Regulations – 49 Part 26
The Disadvantaged Business Enterprise (DBE) Program

- Department of Civil Rights
- Federal Transit Administration
- Federal Aviation Administration
- Federal Highway Administration
The City of Davenport / CitiBus
The City of Davenport / CitiBus

- Operates 10 Routes
- 7-days a week
- Carries about 650,000 passenger trips per year
- Coordinate Closely with the City of Bettendorf and MetroLINK
The City of Davenport / CitiBus DBE Plan

- Submitted on 9-5-2018
- Calculated Goal – 0.14%
- Accepted w/Comments – 9-17-18

The Plan Can be Found by Clicking the Link Below:

CitiBus DBE Plan - 2018
The Advantage of Being A DBE

Cities (like Davenport) are interested in supporting small business

Many federal grants (such as the FTA) expect a percentage of the funding will support DBE’s.

*Being a DBE provides a business opportunity for a small company who might not otherwise be able to compete!*
The Advantage of Being A DBE

Largest Provider of DBE Projects in the State of Iowa
The Advantage of Being A DBE

Current Iowa DOT Requirements for DBE Participation

- 5.94% of all Federal Highway Administration (FHWA) contracts
- .15% of all Federal Transit Administration (FTA) contracts
Once a DBE – Eligible for other Federal, State and Local Contract Opportunities Throughout the State !!!
Becoming a DBE

So how do you become a DBE? Well, it isn’t simple; and it will take time.

To participate in the DBE program, a small business owned/controlled by socially and economically disadvantaged individuals must receive DBE certification.

While the initial application is rather simple and straightforward, be aware that the entire process can be quite onerous. The process requires a lot of legwork and documentation.
Becoming a DBE

For the State of Iowa, certification is achieved through the Iowa Uniform Certification Program (UCP).

The web address is:

https://iowadot.gov/civilrights/disadvantaged-business-enterprise-program-dbe/dbe-program
Davenport, Iowa

CitiBus
The DFE Program, which has been developed under the Equal Employment Opportunity and Affirmative Action (EEO/AA) program, is administered by the Office of Employment Services.

Authority for the department’s DFE Program is delegated, but is not limited to:

- Title VI of the Federal Civil Rights Act of 1964 and any amendments.
- Executive Order 11246 and any amendments.
- Safety, Accountability, Products, Efficient Transportation Capacity Act (SAP). Regulations for these (49 CFR Part 30).

**CIVIL RIGHTS**

**DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM**

**DBE DACIAL SETTING MEETING FOR THE FIRST OF FEDERAL HIGHWAY-AID UNIFORM GUIDELINES, THE FIRST FEDERAL HIGHWAYS ADVANCEMENT RECEIVER IN THE ADMINISTRATION BUILDING.

This meeting establishes DBE goals for the following months’ letting:

- The final goal is set on 11/15/2017, the actual information call 515-753-5077 or e-mail questions to:

  **(CitiBus)**

  Davenport, Iowa

  **CitiBus**
Becoming a DBE

When completing the form:

**SAVE** it to your desktop as you work on completing the entire application

**DO NOT** leave any blank answers, or it will kick back the application as unfinished, causing a delay
Becoming a DBE

There are four steps of the application process:

1. You must complete the UCP certification application and provide the required documents.
2. An audit of the documentation will be conducted to determine preliminary eligibility.
3. An on-site visit/review by a UCP Specialist will be performed to determine program compliance and eligibility.
4. Once eligibility is determined and all program requirements are met a certificate of participation will be issued.
Becoming a DBE

Need help?

The Iowa DOT can provide consultant resources to help potential DBE’s navigate the certification process. Contact:

Danny Wagener
Iowa Department of Transportation
515.239.1422
Danny.wagener@iowadot.us
Becoming a DBE

Need help?

In addition to providing consulting assistance, the Iowa DOT also holds an annual DBE workshop attended by certified DBE’s, DOT staff, and other stakeholders.

The workshop provides a great networking opportunity with peer DBE’s and with DOT and transit staff to learn about upcoming contracting opportunities.
The Iowa DOT DBE Directory

The Iowa DOT DBE directory lists each firm’s name, address, phone number, fax number, e-mail, website, and the type of work it has been certified to perform (based on the North American Industry Classification System (or NAICS)).

The NAICS has a unique code for every job type. For example, if you want to mine for gold you would receive Code 212221 and you would be joining 325 marketable businesses doing the same type of work.
Businesses often have multiple NAICS codes assigned.

The directory is in real time with additions, removals, and changes in information being made as they are approved.

**IMPORTANT!!!** Inclusion in the Iowa DOT DBE directory does not constitute an endorsement of the firms listed. It is simply a list of all DBE’s in the state.
The NAICS Codes

Info on NAICS codes can be found on the NAICS Association website [https://www.census.gov/eos/www/naics/](https://www.census.gov/eos/www/naics/).

You can also access the Iowa DOT DBE directly through [https://secure.iowadot.gov/DBE/Directory](https://secure.iowadot.gov/DBE/Directory).

Both sites can be accessed through a link on the City of Davenport web-site.
RESULTS (NAICS CODE) - ENVIRONMENTAL CONSULTING SERVICES

<table>
<thead>
<tr>
<th>Business</th>
<th>Contact</th>
<th>City</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anderson Environmental, Co.</td>
<td>Jennifer L. Anderson</td>
<td>Rockford</td>
<td>IL</td>
</tr>
<tr>
<td>Enviroscan, Inc.</td>
<td>Melly (Mary E. Age) Maxwell</td>
<td>Davenport</td>
<td>IA</td>
</tr>
<tr>
<td>Environmental Planning Strategies, Inc.</td>
<td>Judith Lee</td>
<td>Davenport</td>
<td>IA</td>
</tr>
<tr>
<td>Global Public Intelligence, LLC</td>
<td>Clifford Dairy</td>
<td>Albuquerque</td>
<td>NM</td>
</tr>
<tr>
<td>Hogan Consulting, Inc.</td>
<td>Earl J. Harn mens, Jr.</td>
<td>Kansas City</td>
<td>MO</td>
</tr>
<tr>
<td>Kassab Consulting Group, LLC</td>
<td>Garth E. Boyer</td>
<td>Belleville</td>
<td>IL</td>
</tr>
<tr>
<td>KI Environmental Sciences, Inc.</td>
<td>L. Caroll Funder</td>
<td>St. Petersburg</td>
<td>FL</td>
</tr>
<tr>
<td>KL Engineering, Inc.</td>
<td>Kim M. Leitzell</td>
<td>Madison</td>
<td>WI</td>
</tr>
<tr>
<td>Leduc Consulting, Inc.</td>
<td>Orace Rink</td>
<td>Chicago</td>
<td>IL</td>
</tr>
<tr>
<td>Mazzar Engineering Inc.</td>
<td>Lori L. Chaggs</td>
<td>Springfield</td>
<td>IL</td>
</tr>
<tr>
<td>PM - Chin and Associates, Inc.</td>
<td>Eileen Chin</td>
<td>Chicago</td>
<td>IL</td>
</tr>
<tr>
<td>Sammeldt, Inc.</td>
<td>Smith Sambas</td>
<td>Mentor</td>
<td>OH</td>
</tr>
<tr>
<td>Standard Contracting, Inc.</td>
<td>Rebecca Sideskinz</td>
<td>Hampton</td>
<td>MN</td>
</tr>
<tr>
<td>Telegens Archaeology LLC</td>
<td>Leah Rogers</td>
<td>Iowa City</td>
<td>IA</td>
</tr>
<tr>
<td>The 105 Group Ltd.</td>
<td>K. Anne Katz</td>
<td>St. Paul</td>
<td>MN</td>
</tr>
</tbody>
</table>
The predominance of DBE’s in the State of Iowa are related to construction including, but not limited to, roads, bridges, etc. There are, however, other opportunities.

For example, CitiBus drivers, as do most of the transit drivers throughout the State of Iowa, wear uniforms. There are two codes for such uniforms: 424320 and 424330. One is for men’s and children’s and the other is for women’s and children.

For anyone who sells uniforms to both, both NAICS codes are applicable.
The NAICS Codes

CitiBus

Davenport, Iowa

RESULTS [NAICS CODE] - MEN'S AND BOYS' CLOTHING AND FURNISHINGS MERCHANT WHOLESALERS

There are no results that match your search criteria.

Back to Directory Search
RESULTS (NAICS CODE) - PETROLEUM BULK STATIONS AND TERMINALS

There are no results that match your search criteria.

Back to Directory Search
## RESULTS (NAICS CODE) - PETROLEUM AND PETROLEUM PRODUCTS MERCHANT WHOLESALERS (EXCEPT BULK STATIONS AND TERMINALS)

<table>
<thead>
<tr>
<th>Business</th>
<th>City</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Construction Supplies, Inc.</td>
<td>Melissa Thal</td>
<td>Iowa</td>
</tr>
</tbody>
</table>

Back to Directory Search
The City of Davenport, and all transit systems in Iowa, are faced with the following:

There are no DBE’s to purchase uniforms from and there are no DBE’s to purchase fuel from.

Besides parts for vehicles, the majority which come from the original vehicle manufacturer, these are the two largest opportunities for DBE participation from CitiBus and most other transit operations.

This is why the Iowa DOT transit and the CitiBus goals are so low!
The NAICS Codes

To determine location of all DBE’s in Iowa and/or in other states

By following the path:

https://www.google.com/maps/d/viewer?mid=16FVtg4_yWiCEAyzyUnPusdp5qfRfCYr&ll=37.41429680894577%2C-96.73142929999997&z=4
Davenport, Iowa

CitiBus
For systems like CitiBus that provide public transit and receive federal funding from the FTA there are generally a number of opportunities, as follows:

- Fuel
- Printing
- Uniforms
- Security Services
- Cleaning Services
- Cleaning Supplies
- Business Supplies
- Management Services
- Transportation Services
- Consumable Parts (for buses)
Transit DBE Opportunities

It is important to understand that not all of these opportunities are available at the same time; or even yearly.

For example, the City of Davenport just completed an RFP for paratransit services one-year ago and this will be a five-year award.

Other opportunities, such as fuel and printing, could be available on a yearly basis.
Transit DBE Opportunities

Special Project Opportunities

- Fareboxes
- Bus Shelters
- Bus Rehabilitation
- Audio Recording Equipment
- Video Recording Equipment
- Automatic Vehicle Locator System
Outside of the transit related activities, DBE’s participate in a range of activities; from consulting to construction and from parking services to taxi services.

By checking the Iowa DOT DBE directory you can better understand where you might best compete in the DBE landscape.

Always remember your location compared to the “other company.” There may be five DBE’s providing “X” but if four are located in Florida, you might have only one real competitor.
Incidentally, it is important to understand that being a DBE does not guarantee selection in a competitive process. Therefore, anyone participating as a DBE must recognize that to be competitive, they must be cost competitive.
“Request to Bid” - with this type of opportunity the responsible and responsive company with the low bid will be awarded the contract.

“Request for Proposals” - with this type of opportunity an award might be made to an organization that is not the lowest bid based on other criteria.

Cost is always a major component of the selection process.
Transit DBE Opportunities

Finally, the City of Davenport annually participates in a small business and DBE workshop in conjunction with Iowa State University Extension Office.

The next workshop will be held on October 9, 2019. The location will be determined.

Be sure to check the City of Davenport website for more details.

http://www.cityofdavenportiowa.com/
The Path to Becoming a DBE

We hope that those who can will take advantage of the DBE program. While the effort to become a DBE may be time consuming, the benefits are clear; an opportunity to participate in government funded projects that might otherwise be difficult to compete in.

And for the “one-stop shoppers” a slide with all relevant links!
The Path to Becoming a DBE – Key Links

City of Davenport: http://www.cityofdavenportiowa.com/

NACIS Codes: https://www.census.gov/eos/www/naics/

Iowa DOT Contact: Danny Wagener: danny.wagener@iowadot.us

City of Davenport (Purchasing) – Kristi Keller: klk@ci.davenport.ia.us

Department of Transportation/Departmental Office of Civil Rights: 202-366-4648
