

# SANTA BARBARA COUNTY BOARD AGENDA LETTER



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** 9/2/04  
**Department Name:** Public Works  
**Department No.:** 054  
**Agenda Date:** 9/21/04  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Phillip M. Demery, Director  
Public Works

**STAFF CONTACT:** Cecelia Barnes, 568-3064  
Public Works DBE Coordinator

**SUBJECT:** Disadvantaged Business Enterprise (DBE) Program for Federal Fiscal Year 2004/05  
All Supervisorial Districts

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## **Recommendation(s):**

That the Board of Supervisors

- A. Approve and execute the Federal Fiscal Year (FFY) 2004/05 Disadvantaged Business Enterprise (DBE) Program with an "established" Overall Annual DBE Goal;
- B. Designate and authorize the Public Works director to act on the County's behalf as the DBE Liaison Officer for the Disadvantaged Business Enterprise (DBE) Program, to negotiate and execute all documents pertaining to DBE program to the extent permitted by law.

## **Alignment with Board Strategic Plan:**

The recommendation(s) are primarily aligned with Goal No.1. An Efficient Government Able to Respond Effectively to the Needs of the Community.

## **Executive Summary and Discussion:**

Each year the County of Santa Barbara is required to adopt a Disadvantaged Business Enterprise (DBE) Program for projects utilizing Federal-aid highway funds.

There are several allowable methods for determining an agency's DBE goal. Most of the agencies develop their goal based on the availability of DBE's in the their local markets. The County of Santa Barbara has chosen the above mentioned method as well. We've calculated our weighted base figure by determining the number of ready, willing and able DBEs on the FY 2003/04 Bidders List by work category, and then dividing the number of DBEs by the total number of firms in the same work category. By using this method,

the County of Santa Barbara can measure availability by the number of firms that have directly participated in, or attempted to participate in the County of Santa Barbara's D O T-assisted contracting in FY 2003/04. By utilizing this formula the Department has set an overall annual DBE goal of 11.7% for Fiscal Year 2004/05.

The Public Works Department published a public notice in the Santa Maria Times, Santa Barbara Newspress and on the Public Works Web page in accordance with Section XIV of the DBE Program. The notice was published on July 15, 2004, and the public comment period ended September 16, 2004. There were no public comments received by either the County or Caltrans District 5.

For the FFY 2004/05 the Department has programmed expenditures of \$9,483,000 of Federal Aid Funding. To maintain our federal aid funding eligibility it is necessary that the County's FFY 2004/05 DBE Program with "established" Overall Annual DBE Goal of 11.7%, proof of publication, summary of the public participation process and comments be submitted to Caltrans. Your Boards approval today will be the final step required to continue receiving federal project reimbursement.

**Mandates and Service Levels:**

No change in programs or service levels.

**Fiscal and Facilities Impacts:**

There is no fiscal impact with this action.

**Special Instructions:**

Please forward a Certified Stamped Minute Order approving this action and the original copy of the DBE Annual Plan to the Transportation Division, attn: Cecelia Barnes at ext. 3064.

Attachments: Final Disadvantaged Business Enterprise (DBE) Program for FFY 2004/05