

**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: 8/22/03
Department Name: Public Works
Department No.: 054
Agenda Date: 9/16/03
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

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 2003/04
All Supervisorial Districts

Recommendation(s):

That the Board of Supervisors

- A. Approve and execute the Federal Fiscal Year (FFY) 2003/04 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 2002/03 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 2002/03. By utilizing this formula the Department has set an overall annual DBE goal of 13% for Fiscal Year 2003/04.

The Public Works Department published a public notice in the Santa Maria Times, Santa Barbara Newspress Government Access Channel (Channel 20) and on the Public Works Web page in accordance with Section XIV of the DBE Program. The notice was published on August 1, 2003, and the public comment period ended September 15, 2003. There were no public comments received by either the County or Caltrans District 5.

For the FFY 2003/04 the Department has programmed expenditures of \$24,006,554 million of Federal Aid Funding. To maintain our federal aid funding eligibility it is necessary that the County's FFY 2003/04 DBE Program with "established" Overall Annual DBE Goal of 13%, 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 finalize the County 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 2003/04