



July 12, 2013

Carlos A. Gonzalez
Civil Rights Officer, FTA Region IV
230 Peachtree Street, NW, Suite 800
Atlanta, GA 30303

Re: LeeTran Disadvantaged Business Enterprise (DBE) Goal for Fiscal Year (FY) 2014 – 2016

Dear Mr. Gonzalez:

LeeTran, in compliance with 49 CFR, Part 26.45, Subpart C, has set a goal of four percent (4%) for Federal FYs 2014 – 2016 for DBE participation. The established goal was developed utilizing the methodology below. Also described below are the public involvement activities and outreach that was conducted to receive feedback on the proposed goal prior to establishing the final goal.

This letter includes the Excel tables utilized during development of the methodology. To establish the LeeTran goal for FYs 2014 - 2016 several data sources were reviewed and utilized including the following:

- LeeTran FY2014 Preliminary Budget
- LeeTran FY2013 Adopted Budget
- LeeTran FY2012 Actual Expenses and Revenues
- Lee County DBE goal and procurement policies and procedures
- LeeTran's previous contracting performance overall and with DBEs using FY2011, FY2012, and 1st half of FY2013 Uniform Report Of DBE Awards Or Commitments And Payments
- North American Industry Classification System (NAICS) categories for budget expenses, ready, willing, and able DBEs, and all businesses in Lee County
- Florida Department of Transportation (FDOT) Business Directory (BizNet) / Unified Certification Program (UCP) DBE Directory
- U.S. Census County Business Patterns

The methodology included utilizing the LeeTran FY2014 budget to determine what areas were available for potential expenditure and contracting opportunities. In addition, the Lee County Metropolitan Planning Organization Transportation Improvement Program was reviewed to determine expenditures for the outer DBE goal years of FY2015 and FY2016.



Utilizing the areas for expenditure, the total number of overall vendors, and DBE vendors by NAICS codes was determined. The second step was to review previous contracting patterns that indicated LeeTran had met and exceeded the previously established DBE goal through race neutral competitive contracting measures. Utilizing the percentage of available DBE firms for the potential work opportunities the output was relatively low totaling 1.63%. During step two, and with the review of future work planned to be funded by federal and/or state dollars and the previous LeeTran goal achievement of six percent (6%), it was determined to average the two figures to allow DBE firms a greater opportunity for work. The averaging resulted in a four percent (4%) DBE goal being established for FYs 2014 – 2016 as shown in the tables attached

After the proposed four percent (4%) goal was established, LeeTran conducted the following public involvement activities to receive input prior to submitting this transmittal letter:

- Advertised the proposed goal in a newspaper of general circulation and on the LeeTran website.
- Allowed public comment for 45 days from date of publication of the proposed goal.
- Provided review of goal at the LeeTran Administrative Office and at the Florida Gulf Coast University Small Business Development Center.
- LeeTran also participated at the Florida Gulf Coast University June 7, 2013 Matchmaker event, where LeeTran had a table to inform participants of proposed goal, how to sign up to be a DBE certified vendor, and potential contracting opportunities.
- Held a public workshop on the proposed goal on June 19, 2013 as described in the enclosed flyer.
- Participated with a table near the registration area at the June 20, 2013 Greater Fort Myers Chamber of Commerce General Membership Luncheon.

Based on the discussions that occurred during the public outreach activities, no comments were received regarding modification of the four percent (4%) goal for FYs 2014 – 2016; therefore, LeeTran is submitting this goal.

Participants at the outreach activities were generally pleased with the proposed goal and LeeTran's efforts to notify disadvantaged and small businesses of the upcoming contracting opportunities and the required process for DBE certification. Contact information for the businesses that spoke with LeeTran at the various events described above is enclosed with this submittal letter.



The FY2014 – 2016 DBE goal is double the amount of the previous goal based on the methodology utilized and LeeTran’s commitment to provide opportunities to all capable businesses including DBEs.

Sincerely,

Steven L. Myers
Lee County Transit Director

Susan Riley
Lee County Transit DBE Liaison Officer

Lee County Transit
FY14, FY15, and FY16 DBE Goal

Step 1 - Methodology

Description	# of Businesses	# of DBE Firms	% of DBE Firms	Race Neutral / Race Conscious
Agricultural, Forestry, & Fishing	15	2	13.33%	N/A
Mining	4		0.00%	N/A
Utilities	32		0.00%	N/A
Construction	1,912	27	1.41%	RN
Manufacturing	341	2	0.59%	N/A
Wholesale Trade	656	15	2.29%	N/A
Retail Trade	2,501	7	0.28%	RN
Transportation & Warehousing	305	13	4.26%	N/A
Information	202	4	1.98%	N/A
Finance & Insurance	958	6	0.63%	N/A
Real Estate & Leasing	1,174	1	0.09%	N/A
Professional & Technical Services	1,837	68	3.70%	RN
Management of Companies & Enterprises	48		0.00%	N/A
Administrative & Support of Waste Mgmt.	1,188	26	2.19%	N/A
Educational Services	145	9	6.21%	N/A
Health Care & Social Assistance	1,443		0.00%	N/A
Arts, Entertainment, & Recreation	261		0.00%	N/A
Accommodations and Food Services	1,168	4	0.34%	N/A
Other Services (Except Public Admin.)	1,425	5	0.35%	N/A
Unclassified Establishments	14		0.00%	N/A
Total	15,629	189	1.21%	
Total for Construction, Retail, and Prof. Services	6,250	102	1.63%	RN

Source: U.S. Census County Business Patterns and FDOT UCP DBE Directory.

Step 2 - Goal Setting

1. Lee County Transit has developed a draft DBE goal of 4%.
2. The DBE goal will be achieved through race neutral measures. Past DBE goals were achieved through the competitive selection process. LeeTran has contracted with a Construction Manager for the construction of its new facility. The Construction Manager will select the subcontractors through the competitive selection process and using a race neutral procurement process. LeeTran will also continue to select future contractors through a competitive selection process; therefore, LeeTran has decided to only use race/gender-neutral DBE measures over the next three years.
3. The LeeTran DBE goal was developed based on the Step 1 development process using construction, retail trade, and professional services categories only to determine the number of business and the number of ready, willing, and able DBE certified businesses. The DBE goal was adjusted during the Step 2 process to reflect the step 1 calculation of 1.63% and consideration of the previous year DBE goal attainment of 6%. Using an average of the Step 1 calculation, the previous year DBE participation, and the anticipated upcoming construction of the new LeeTran facility, the Lee County Transit FY14-FY16 DBE goal of 4% has been established. While the existing DBEs compared to business indicate that less than 2% of the available businesses are DBE certified, based on the higher than normal amount of federal dollars that will be spent over the next two fiscal years to construct the new LeeTran facility, LeeTran will attempt to achieve at least 4% DBE participation over the next three years.
3. Weighting was not necessary as LeeTran has achieved the previous goal set. In addition, based on the higher goal and the lower shown availability of DBEs in the areas where contracts may be let, weighting would unnecessarily skew the goal.

Lee County Transit
Previous Goal Attainment, Past Performance, Current Goal Setting
October 1 thru September 30

Description	Amount
FY2011 - FY2013 Goal	2.00%
Achieved DBE FY12	6.41%
FY2014 - FY2016 Goal Calculation	1.63%
Total Prior Year and Calculation	8.04%
Average of Prior Year and Calculation	4.02%
Recommended Goal	4.00%

Lee County Transit
 FY14, FY15, and FY16 DBE Goal
 October 1 thru September 30

Category	Amount	Race Neutral - RN Race Conscious - RC
1 (11) Agricultural, Forestry, & Fishing		N/A
2 (21) Mining		N/A
3 (23) Construction	\$12,800,000	RN
4 (31) Manufacturing		N/A
5 (22 & 48) Transportation & Public Utilities		N/A
6 (42) Wholesale Trade		N/A
7 (44) Retail Trade	\$747,007	RN
8 (52 & 53) Finance, Insurance, & Real Estate		N/A
9 (54) Contracted and Professional Services	\$692,493	RN
99 Unclassified Establishments		N/A
Total	\$14,239,500	
Potential FTA/FDOT Funds @ 100 %	\$14,239,500	
DBE Goal @ 4%	\$569,580	
Race Neutral 100%	\$569,580	
Race Conscious 0%	\$0	
Total DBE Goal -	\$569,580	

Lee County Transit Budget
 FY14 Operating and Capital Budget
 DBE Goal

Business Unit	Object	CC	Account Description	Original Budget Amount
20341448640	506540		Improvement Construction	\$ 250,000
20886448640	506540		Improvement Construction	\$ 50,000
	506540		Improvement Construction	\$ 12,500,000
KI5440148600	503190	81	Other Professional Services	\$ 3,000
KI5440148600	503410	8	Janitorial Services	\$ 6,365
KI5440148600	503410	42	Janitorial Services	\$ 21,294
KI5440148600	503410	62	Janitorial Services	\$ 30,063
KI5440148600	503410	746	Janitorial Services	\$ 17,875
KI5440148600	503430	81	Uniform/Laundry Services	\$ 600
KI5440148600	503430	41	Uniform/Laundry Services	\$ 4,694
KI5440148600	503490	8	Other Contracted Services	\$ 5,156
KI5440148600	503490	81	Other Contracted Services	\$ 18,228
KI5440148600	503490	11	Other Contracted Services	\$ 19,861
KI5440148600	503490	16	Other Contracted Services	\$ 104,000
KI5440148600	503490	240	Other Contracted Services	\$ 59,944
KI5440148600	503490	41	Other Contracted Services	\$ 25,888
KI5440148600	503490	42	Other Contracted Services	\$ 1,060
KI5440148600	503490	62	Other Contracted Services	\$ 113,520
KI5440148600	503490	746	Other Contracted Services	\$ 66,860
KI5440148600	504450	8	Other Equipment Rental	\$ 325
KI5440148600	504450	11	Other Equipment Rental	\$ 12
KI5440148600	504450	16	Other Equipment Rental	\$ 12
KI5440148600	504450	41	Other Equipment Rental	\$ 26
KI5440148600	504450	42	Other Equipment Rental	\$ 1,300
KI5440148600	504450	62	Other Equipment Rental	\$ 12
KI5440148600	504610	240	Building Maintenance	\$ 1,000
KI5440148600	504610	42	Building Maintenance	\$ 7,500
KI5440148600	504610	746	Building Maintenance	\$ 5,000
KI5440148600	504615	81	Material Maintenance	\$ 10,000
KI5440148600	504615	41	Material Maintenance	\$ 1,000
KI5440148600	504620	8	Vehicle Maintenance	\$ 34,133
KI5440148600	504620	81	Vehicle Maintenance	\$ 10,000
KI5440148600	504620	11	Vehicle Maintenance	\$ 99,350
KI5440148600	504630	8	Equipment Maintenance	\$ 5,276
KI5440148600	504630	81	Equipment Maintenance	\$ 150
KI5440148600	504630	11	Equipment Maintenance	\$ 11,866
KI5440148600	504630	16	Equipment Maintenance	\$ 2,560
KI5440148600	504630	41	Equipment Maintenance	\$ 8,460
KI5440148600	504630	42	Equipment Maintenance	\$ 7,294
KI5440148600	504630	62	Equipment Maintenance	\$ 1,496

KI5440148600	504635	8	Equipment Repair Parts	\$	74,842
KI5440148600	504635	81	Equipment Repair Parts	\$	10,000
KI5440148600	504635	11	Equipment Repair Parts	\$	23,850
KI5440148600	504635	41	Equipment Repair Parts	\$	550,000
KI5440148600	504635	42	Equipment Repair Parts	\$	2,500
KI5440148600	505240	8	Chem., Insect, and Fertilizer	\$	150
KI5440148600	505240	81	Chem., Insect, and Fertilizer	\$	1,000
KI5440148600	505240	41	Chem., Insect, and Fertilizer	\$	11,138
KI5440148600	505240	42	Chem., Insect, and Fertilizer	\$	591
KI5440148600	505260	8	Jani & Other Maint Supplies	\$	150
KI5440148600	505260	81	Jani & Other Maint Supplies	\$	2,000
KI5440148600	505260	11	Jani & Other Maint Supplies	\$	3,892
KI5440148600	505260	41	Jani & Other Maint Supplies	\$	18,500
KI5440148600	505260	42	Jani & Other Maint Supplies	\$	2,514
KI5440148600	505280	8	Minor Equipment	\$	3,098
KI5440148600	505280	81	Minor Equipment	\$	1,000
KI5440148600	505280	11	Minor Equipment	\$	4,902
KI5440148600	505280	16	Minor Equipment	\$	302
KI5440148600	505280	41	Minor Equipment	\$	17,253
KI5440148600	505280	62	Minor Equipment	\$	958
KI5440148600	505290	8	Other Supplies	\$	150
KI5440148600	505290	81	Other Supplies	\$	150
KI5440148600	505290	11	Other Supplies	\$	2,680
KI5440148600	505290	16	Other Supplies	\$	200
KI5440148600	505290	41	Other Supplies	\$	1,600
KI5440148600	505290	62	Other Supplies	\$	400
KI5440148600	505360	81	Sign Material	\$	500
			Total Budget	\$	14,239,500
			Potential FDOT/FTA Funded Expenses	\$	14,239,500
			DBE Goal of 4%	\$	569,580

Lee County Transit Budget
FY14 Operating and Capital Budget
DBE Goal

Business Unit	Object	CC	Account Description	Original Budget Amount	Category
20341448640	506540		Improvement Construction	\$ 250,000	3 Construction
20886448640	506540		Improvement Construction	\$ 50,000	3 Construction
	506540		Improvement Construction	\$ 12,500,000	3 Construction
			Total	\$ 12,800,000	
KI5440148600	503190	81	Other Professional Services	\$ 3,000	9 Contracted Services
KI5440148600	503140	8	Janitorial Services	\$ 6,365	9 Contracted Services
KI5440148600	503140	42	Janitorial Services	\$ 21,294	9 Contracted Services
KI5440148600	503140	62	Janitorial Services	\$ 30,063	9 Contracted Services
KI5440148600	503140	746	Janitorial Services	\$ 17,875	9 Contracted Services
KI5440148600	503430	81	Uniform/Laundry Services	\$ 600	9 Contracted Services
KI5440148600	503430	41	Uniform/Laundry Services	\$ 4,694	9 Contracted Services
KI5440148600	503490	8	Other Contracted Services	\$ 5,156	9 Contracted Services
KI5440148600	503490	81	Other Contracted Services	\$ 18,228	9 Contracted Services
KI5440148600	503490	11	Other Contracted Services	\$ 19,861	9 Contracted Services
KI5440148600	503490	16	Other Contracted Services	\$ 104,000	9 Contracted Services
KI5440148600	503490	240	Other Contracted Services	\$ 59,944	9 Contracted Services
KI5440148600	503490	41	Other Contracted Services	\$ 25,888	9 Contracted Services
KI5440148600	503490	42	Other Contracted Services	\$ 1,060	9 Contracted Services
KI5440148600	503490	62	Other Contracted Services	\$ 113,520	9 Contracted Services
KI5440148600	503490	746	Other Contracted Services	\$ 66,860	9 Contracted Services
KI5440148600	504610	240	Building Maintenance	\$ 1,000	9 Contracted Services
KI5440148600	504610	42	Building Maintenance	\$ 7,500	9 Contracted Services
KI5440148600	504610	746	Building Maintenance	\$ 5,000	9 Contracted Services
KI5440148600	504620	8	Vehicle Maintenance	\$ 34,133	9 Contracted Services
KI5440148600	504620	81	Vehicle Maintenance	\$ 10,000	9 Contracted Services
KI5440148600	504620	11	Vehicle Maintenance	\$ 99,350	9 Contracted Services
KI5440148600	504630	8	Equipment Maintenance	\$ 5,276	9 Contracted Services
KI5440148600	504630	81	Equipment Maintenance	\$ 150	9 Contracted Services
KI5440148600	504630	11	Equipment Maintenance	\$ 11,866	9 Contracted Services
KI5440148600	504630	16	Equipment Maintenance	\$ 2,560	9 Contracted Services
KI5440148600	504630	41	Equipment Maintenance	\$ 8,460	9 Contracted Services
KI5440148600	504630	42	Equipment Maintenance	\$ 7,294	9 Contracted Services
KI5440148600	504630	62	Equipment Maintenance	\$ 1,496	9 Contracted Services
			Total	\$ 692,493	
KI5440148600	504450	8	Other Equipment Rental	\$ 325	7 Retail Trade
KI5440148600	504450	11	Other Equipment Rental	\$ 12	7 Retail Trade
KI5440148600	504450	16	Other Equipment Rental	\$ 12	7 Retail Trade
KI5440148600	504450	41	Other Equipment Rental	\$ 26	7 Retail Trade
KI5440148600	504450	42	Other Equipment Rental	\$ 1,300	7 Retail Trade
KI5440148600	504450	62	Other Equipment Rental	\$ 12	7 Retail Trade
KI5440148600	504615	81	Material Maintenance	\$ 10,000	7 Retail Trade
KI5440148600	504615	41	Material Maintenance	\$ 1,000	7 Retail Trade
KI5440148600	504635	8	Equipment Repair Parts	\$ 74,842	7 Retail Trade
KI5440148600	504636	81	Equipment Repair Parts	\$ 10,000	7 Retail Trade
KI5440148600	504637	11	Equipment Repair Parts	\$ 23,850	7 Retail Trade
KI5440148600	504638	41	Equipment Repair Parts	\$ 550,000	7 Retail Trade
KI5440148600	504639	42	Equipment Repair Parts	\$ 2,500	7 Retail Trade
KI5440148600	505240	8	Chem., Insect, and Fertilizer	\$ 150	7 Retail Trade

KI5440148600	505240	81	Chem., Insect, and Fertilizer	\$	1,000	7 Retail Trade
KI5440148600	505240	41	Chem., Insect, and Fertilizer	\$	11,138	7 Retail Trade
KI5440148600	505240	42	Chem., Insect, and Fertilizer	\$	591	7 Retail Trade
KI5440148600	505260	8	Jani & Other Maint Supplies	\$	150	7 Retail Trade
KI5440148600	505260	81	Jani & Other Maint Supplies	\$	2,000	7 Retail Trade
KI5440148600	505260	11	Jani & Other Maint Supplies	\$	3,892	7 Retail Trade
KI5440148600	505260	41	Jani & Other Maint Supplies	\$	18,500	7 Retail Trade
KI5440148600	505260	42	Jani & Other Maint Supplies	\$	2,514	7 Retail Trade
KI5440148600	505280	8	Minor Equipment	\$	3,098	7 Retail Trade
KI5440148600	505280	81	Minor Equipment	\$	1,000	7 Retail Trade
KI5440148600	505280	11	Minor Equipment	\$	4,902	7 Retail Trade
KI5440148600	505280	16	Minor Equipment	\$	302	7 Retail Trade
KI5440148600	505280	41	Minor Equipment	\$	17,253	7 Retail Trade
KI5440148600	505280	62	Minor Equipment	\$	958	7 Retail Trade
KI5440148600	505290	8	Other Supplies	\$	150	7 Retail Trade
KI5440148600	505290	81	Other Supplies	\$	150	7 Retail Trade
KI5440148600	505290	11	Other Supplies	\$	2,680	7 Retail Trade
KI5440148600	505290	16	Other Supplies	\$	200	7 Retail Trade
KI5440148600	505290	41	Other Supplies	\$	1,600	7 Retail Trade
KI5440148600	505290	62	Other Supplies	\$	400	7 Retail Trade
KI5440148600	505360	81	Sign Material	\$	500	7 Retail Trade
			Total	\$	747,007	
			Total Budget	\$	14,239,500	
			Potential FTA/FDOT Funded Expenses	\$	14,239,500	
			DBE Goal of 4%	\$	569,580	

Notes:

FTA does not typically fund the types of operating expenses shown in the above budgeted categories for FY2014. However, LeeTran may convert capital dollars to preventative maintenance and use federal funding; therefore, all budgeted categories where a contract might be extended by LeeTran have been included.

The construction expense anticipated for FY2014 is shown in the above calculations. Federal funds may only be utilized to pay for 80% of the shown capital expenditures. If only 80% of federal funding is utilized that could reduce the amount required to be included in the calculation. Airing on the side of caution to afford DBE's ample opportunities the higher dollar figure is included in the calculation of available funding for potential contracts.

THE NEWS-PRESS
Published every morning
Daily and Sunday
Fort Myers, Florida
Affidavit of Publication
 STATE OF FLORIDA
 COUNTY OF LEE

Before the undersigned authority, personally appeared **Kathy Allebach** who on oath says that he/she is the **Legal Assistant** of the News-Press, a daily newspaper, published at Fort Myers, in Lee County, Florida; that the attached copy of advertisement, being a

Notice of Action

In the matter of:
FY 2014-2016

In the court was published in said newspaper
in the issues of

June 6, 2013

Affiant further says that the said News-Press is a paper of general circulation daily in Lee, Charlotte, Collier, Glades and Hendry Counties and published at Fort Myers, in said Lee County, Florida and that said newspaper has heretofore been continuously published in said Lee County, Florida, each day, and has been entered as a second class mail matter at the post office in Fort Myers in said Lee County, Florida, for a period of one year next preceding the first publication of the attached copy of the advertisement; and affiant further says that he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Kathy Allebach

Sworn to and subscribed before me this 6th day of June, 2013.

by **Kathy Allebach**
 personally known to me

as identification, and who did or did not take an oath.

Notary Public

Teri L. Halm

Print Name: **Teri L. Halm**

My commission Expires: **April 4, 2017**

Public Notice
FY 2014-2016
 It is the policy of the Lee County Board of County Commissioners to ensure that all persons have a maximum opportunity to receive and participate in the performance of contracts financed in whole or in part with federal funds. Lee County Transit will not allow any person or business to be excluded from participation in, denied the benefits of, or otherwise be discriminated against in connection with the award and performance of any U.S. Department of Transportation (DOT) assisted contract on the basis of sex, race, color, or national origin. Lee County announces the proposed DBE participation goal of 2 percent for fiscal years (FY) 2014-2016. The goal was developed in accordance with the process described in 49 CFR 26.103 and Federal Acquisition Regulation (48 CFR) 101-11.6. Information on the development of the proposed goal and its rationale will be available for inspection for 45 days from the date of this notice, from 9:30 a.m. to 4:30 p.m. Monday through Friday, at Lee County Transit, 2500 Landing View Road, Fort Myers, Florida 33907, and available on the Lee County Transit website at www.leeairtrans.com. The proposed goal will also be provided to the Florida Gulf Coast University Small Business Development Center for review and comment for 45 days from the date of publication of this notice. Any person may submit comments regarding the proposed goal to Susan Riley, DBE Liaison Officer, DBE Liaison Office, 2500 Landing View Road, Fort Myers, Florida 33907, for 45 days from the date of this notice. No. 13-0023 5/5



Order Confirmation

<u>Ad Order Number</u> 0001474323	<u>Customer</u> LCBC TRANSIT SERVICES_Q	<u>Payor Customer</u> LCBC TRANSIT SERVICE	<u>PO Number</u>
<u>Sales Rep.</u> jbraband	<u>Customer Account</u> 586666	<u>Payor Account</u> 586666	<u>Ordered By</u> Susan Riley
<u>Order Taker</u> kallebac	<u>Customer Address</u> 6035 LANDING VIEW RD FORT MYERS FL 33907-1566 USA	<u>Payor Address</u> 6035 LANDING VIEW RD FORT MYERS FL 33907-1566 USA	<u>Customer Fax</u>
<u>Order Source</u> Fax	<u>Customer Phone</u> (239)277-5012	<u>Payor Phone</u> (239)277-5012	<u>Customer EMail</u> jhaley@leegov.com
			<u>Special Pricing</u> None

<u>Tear Sheets</u> 0	<u>Proofs</u> 0	<u>Affidavits</u> 0	<u>Blind Box</u>	<u>Promo Type</u> No Promo	<u>Materials</u>	
<u>Invoice Text</u>				<u>Ad Order Notes</u>		
<u>Net Amount</u> \$67.15		<u>Tax Amount</u> \$0.00	<u>Total Amount</u> \$67.15	<u>Payment Method</u>	<u>Payment Amount</u> \$0.00	<u>Amount Due</u> \$67.15

<u>Ad Number</u> 0001474323-0	<u>Ad Type</u> Legal Liner	<u>Ad Size</u> : 1.0 X 79 Li	<u>Color</u> <NONE>	<u>Production Method</u> AdBooker	<u>Production Notes</u>
<u>External Ad Number</u>	<u>Ad Attributes</u>	<u>Ad Released</u> No	<u>Pick Up</u>		

<u>Product Information</u>	<u>Placement/Classification</u>	<u>Run Dates</u>	<u># Inserts</u>	<u>Cost</u>
<u>Run Schedule Invoice Text</u> The News-Press::Classified	<u>Sort Text</u> 1001-1099 Legals	6/6/2013	1	\$67.15
Public Notice FY 2014-2016 It is the policy PUBLICNOTICEFY20142016ITISTHEPOL				

2013 Supplier Diversity Matchmaker Workshop



Commemorates Rosa Parks

June 7, 2013 - 8:30 a.m. to 4 p.m.

Florida Gulf Coast University
Sugden Ballroom (Sugden Hall)



- 8:30 – 9 a.m. One-on-One Session Registration
Continental Breakfast provided by Lee County Port Authority
Why Rosa Parks? Why now?
Millie Class, Certified Business Analyst, MBE/DBE Coordinator
- 9:10 – 9:25 a.m. **Success and the Business Development Process .**
Dan Regelski, Executive Director, **Small Business Development Center**
- A** 9:25 – 9:40 a.m. **Yes, Banks are lending!**
Barbara Melvin, Vice President-Sr. Relationship Mgr. , **Wells Fargo**
- G** 9:40 – 9:50 a.m. **Getting Certified with the State of Florida!**
Roderick Palmer, Government Analyst I,
OSD/Florida Department Management Services
- E** 9:50 – 10:05 a.m. **How to navigate the state's contracting system Web site**
Randy Landers, Program Administrator,
Department of Environmental Protection
- 10:05 – 10:15 a.m. **Break – Refresh your cup of coffee.**
- N** 10:15 – 10:30 a.m. **How to do business with the federal government.**
Dan Telep, PTAC-CBA, **Small Business Development Center**
- D** 10:30 – 10:45 a.m. **SBA–Opening Doors!**
Althea Harris, Assistant District Director of
Marketing & Outreach – Area 1, **SBA**
- A** 10:45 – 11 a.m. **LEESAR–The Leading Healthcare Supply Chain.**
Robert (Bob) Simpson, President and CEO, **LEESAR**
- 11 – 11:15 a.m. **How can I do business with Chris-Tel?**
Nikole Wesley, Director of Business Development , **Chris-Tel Corp.**
- 11:15 – 11:45 a.m. **Guest Speaker**
Inspirational Techniques for Success in 2013!
David Essel, XM Radio Host, Author, Master Life Coach , **David Essel Inc.**
- Noon – 1 p.m. **Break - Lunch provided by LEESAR**
- 1 – 4 p.m. **One-on-One Sessions and Seminars**



Connecting Vendors with Purchasers

MEMORANDUM

SOUTHWEST FLORIDA REGIONAL MATCHMAKER

DATE: June 7, 2013
TO: State, Federal and Local Governmental Agencies
FROM: Denise Wright, Office of Supplier Diversity, One-On-One Facilitator
RE: One-On-One Procedures

Please find on the table, a list of your confirmed One-On-One appointments for Friday, June 7, 2013 and vendor sign-in sheets. Have all vendors, including walk-ins, sign-in before they leave your table. Also, be reminded that vendors have 15 minutes for their appointments and we will take walk-ins for those that do not take the full 15 minutes. I will need your assistance to ensure that this timeframe is maintained, which allows all vendors their respective time slots.

At the end of the event, please return the sign-in sheets to me. The list will be available upon request and you may contact me at a later date to request copies.

Thanks for your cooperation.

Denise Wright

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Administrative Assistant I
Florida Department of Management Services
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[@FloridaDMS](https://www.facebook.com/FLDMS) | [facebook.com/FLDMS](https://www.facebook.com/FLDMS)

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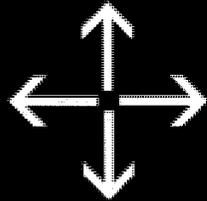


Friday, June 7, 2013

Hide Paging

1 25 per page 1 of 23 agencies selected Go

LeeTransit	
1:15 pm	<input type="checkbox"/> Jennifer Gatza - 2013 Southwest Florida Re...
30	<input type="checkbox"/> Brent Samuels - 2013 Southwest Florida Re...
45	<input type="checkbox"/> James Sessions - 2013 Southwest Florida Re...
2 pm	<input type="checkbox"/> Curtis Sheard - 2013 Southwest Florida Re...
15	<input type="checkbox"/> Ana Venetsanos - 2013 Southwest Florida Re...
30	<input type="checkbox"/> Dan Platt - 2013 Southwest Florida Re...
45	<input type="checkbox"/> Bryon McCartney - 2013 Southwest Florida Re...
3 pm	
15	<input type="checkbox"/> Idela Hernandez - 2013 Southwest Florida Re...
30	<input type="checkbox"/> Nicolas Avila - 2013 Southwest Florida Re...
45	



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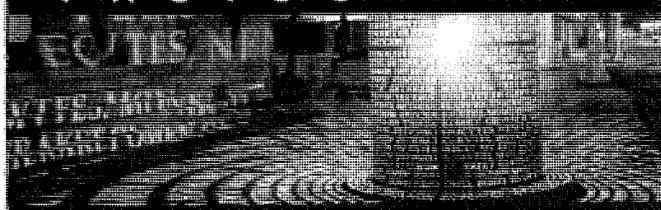
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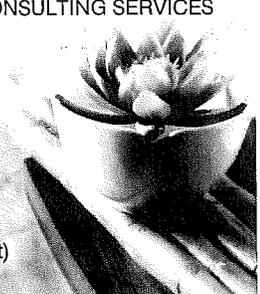
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Samantha Bagdasarjian

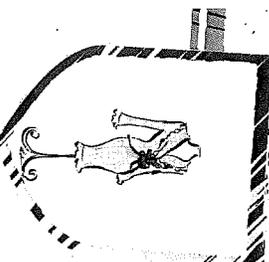
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LeeTran FY14-FY16 Proposed DBE Participation June 20, 2013
Sign-in Sheet



Name	Address	Email Address	Phone
Mary Belles	Brow College Plenum	marybelles@leemnonline.org	
Brian Hamner	2520 Cass St, 33416	brian.hamner@csny.edu	
Jim Nathan	2776 Cleveland Av	jim.nathan@leemnonline.org	
Nestor Espina	3120 Winkler Ave ^{street}	nestor@cleaningfeatures.com	
Alic Hill	12211 S Cleveland Ave	308 e EAST ST 26.5 ea	239-274-0244
Heather Christie	10263 Ashbrook Ct.	heathurchristie@christie.com	351-357-2152
Mary McDonough	12995 South Cleveland Ave	mary@golfssiflorida.org	351.689.4992
Dean P. Eckel, CO		D.P.Eckel@PHEBSU.com	351.711.1000
Sam Pradasarum		sampradasarum@powerplatform.com	352-488-9696
Kathy Johnson	5238 SW 2nd Ave FL 33414	KJohnson@millerhelfms-folk.com	
Tico Moreno		Ticomoreno@direct.net	
CHRISTINA SAWYER	5737 Summerwood Avenue SW MARIETTA GA 30067	christina.sawyer@power.com	
Lisa Reece	17578 COPALM DR FL	Lisa@ExtraordinaryBontz.com	282-4524



LeeTran FY14-DY16 DBE Goal Public Workshop



Lee County Transit is hosting a public workshop to provide an opportunity for the public to review and comment on the proposed fiscal year (FY) 2014 to 2016 Disadvantaged Business Enterprise (DBE) goal of 4 percent participation on federal contracts. Please join us at the public workshop to share your thoughts and find out more information on the methodology used to development of the proposed goal.

Wednesday, June 19, 2013

10AM-12PM

Lee County Public Works Building

1st Floor Conference Room, 1B

1500 Monroe Street

Fort Myers, FL. 33901

For additional information,
please contact:

Tricia Whitton,
pwhitton@tindaleoliver.com or
407-657-9210, Ext. 230.

If you are unable to attend the meeting and have comments to share, please submit them in writing by July 15, 2013 to the attention of Susan Riley, LeeTran DBE Liaison Officer, at 6035 Landing View Road, Fort Myers, Florida 33907 or SRiley@leegov.com.

In accordance with the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting should contact Susan Riley at Lee County Transit 48 hours prior to the meeting by calling (239) 533-0331 or email SRiley@leegov.com.

Disadvantaged Business Enterprise (DBE) Program

DBE FY14-16 Goal Setting Public Workshop

June 19, 2013



Meeting Purpose

- Educate
 - What is a Disadvantaged Enterprise Program (DBE)
- Inform
 - LeeTran requirements for DBE plans, goal setting, and participation
- Review
 - Proposed goal for fiscal years 2014 to 2016
- Seek Input

Disadvantaged Business Enterprise

"The Department of Transportation (DOT) is dedicated to serving our community, including those businesses contracting with state agencies and recipients of DOT funds. The Department's Disadvantaged Business Enterprise (DBE) program is intended to ensure nondiscrimination in the award and administration of DOT-assisted contracts in the Department's highway, transit, airport, and highway safety financial assistance programs. The goals of the program are to remedy past and current discrimination against disadvantaged business enterprises, ensure a "level playing field" in which DBEs can compete fairly for DOT-assisted contracts, improve the flexibility and efficiency of the DBE program, and reduce burdens on small businesses."

LeeTran DBE Program

- Once the DBE Program is approved updates to the overall program are only required for significant changes
- Elements of the DBE Program
 - General Requirements
 - Administrative Requirements
 - Goals, Good Faith Efforts, and Counting
 - Certification Standards
 - Compliance and Enforcement
- DBE Goal reviewed annually and submitted every three years

DBE Goal Setting Process

- Federal Department of Transportation national goal is 10%
- LeeTran goal developed based on the agency's specific circumstances
- No minimum DBE Goal is required
- The LeeTran goal does not have to be approved but the methodology used to develop the goal is reviewed for concurrence and accepted or disapproved by FTA

LeeTran DBE Goal Methodology

- Two-step process
 - Develop base figure
 - Adjust base figure
- Review financial information
 - Budgets
 - Actual Expenses
 - Revenues
 - Grants
 - Directly generated and local revenue
- Contracting Trends
 - Lee County versus LeeTran issued contracts
 - Potential work available for contractors
 - Past performance with DBEs

LeeTran DBE Goal Methodology

Description	Amount
FY2011 - FY2013 Goal	2.00%
Achieved DBE FY12	6.41%
FY2014 - FY2016 Goal Calculation	1.63%
Total Prior Year and Calculation	8.04%
Average of Prior Year and Calculation	4.02%
Recommended Goal	4.00%

LeeTran DBE Contracting

- LeeTran DBE goal for federal fiscal years 2011, 2012, and 2013 is two percent (2%)
 - FY11 – Achieved (21%)
 - FY12 – Achieved (6.41%)
 - FY13 – In progress
- LeeTran proposed goal for federal fiscal years 2014, 2015, and 2016 is four percent (4%)

DBE Goal Setting Outreach

- Public Outreach Activities
 - Florida Gulf Coast University Matchmaker Event- June 7, 2013
 - Public Workshop – June 19, 2013
 - Chamber General Membership Luncheon – June 20, 2013
- Public notice
 - The News-Press
 - Online via the LeeTran website <http://rideleetrans.com/>
- DBE Program and proposed goal information available at the LeeTran administrative facility

DBE Goal Setting Next Steps

- Close public comment period – July 21, 2013
- Review public comments to adjust goal as necessary
- Submit DBE Goal documentation to the Federal Transit Administration (FTA) by August 1, 2013
- Continue working to accomplish new goal as of October 1, 2013
- Mechanisms to accomplish goal:
 - Race-neutral
 - Race-conscious
 - Outreach

DBE Assistance

■ Lee Tran

Susan Riley, DBE Liaison Officer
6035 Landing View Road
Fort Myers, FL 33907
(239)533-0331
Sriley@leegov.com

■ Lee County Procurement

Bob Franceschini, Procurement Director
1825 Hendry Street
Fort Myers, FL 33901
(239) 533-5450

■ Lee County Administration

Glen Salyer, Equal Opportunity Manager
Assistant County Manager
P.O. Box 398
Fort Myers, FL 33902
(239) 533-2204

■ State of Florida Equal Opportunity Office

Arthur Wright, Equal Opportunity Manager
605 Suwannee Street
Tallahassee, FL 32399
(850)414-4747
<https://www3.dot.state.fl.us/EqualOpportunityOffice/biznet/mainmenu.asp>

■ Florida Gulf Coast University

Millie Class, Florida Gulf Coast University,
DBE Coordinator of Lee County, Small
Business Development Center
10501 FGCU Blvd., South 2nd Floor
Fort Myers, FL 33965
(239) 745-3703

DBE Public Input & Comments

Please share your thoughts and ask any questions that you have. Your feedback is important!

Thank You for Participating!