

LANE TRANSIT DISTRICT

RESOLUTION

**A RESOLUTION REVISING DBE POLICIES AND
DBE AFFIRMATIVE ACTION PROGRAM**

THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS RESOLVES AS FOLLOWS:

WHEREAS, the LTD Board of Directors established by resolution an Affirmative Action Program and Disadvantaged Business Enterprise (DBE) Policy and adopted the same on the 20th day of October 1981; and

WHEREAS, LTD is required by 49 C.F.R. Part 26 (formerly administered under 49 C.F.R. Part 23), as amended, to maintain a policy statement giving DBE firms the maximum opportunity to participate in the performance of contracts financed in whole or part by the Department of Transportation (DOT) or other federal agencies; and

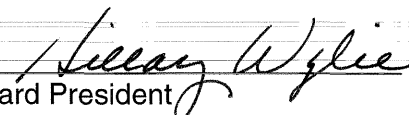
WHEREAS, LTD adopts new DBE policies and program on an annual basis; and

WHEREAS, said policies and program require amendment to comply with updated regulations; and

WHEREAS, the attached policies and program previously were amended to FY 2000-2001 DBE Policies and DBE Affirmative Action Program;

NOW, THEREFORE, BE IT RESOLVED that the FY 2000-2001 DBE Policies and DBE Program, copies of which are attached to and hereby made a part of the Resolution, are adopted.

September 20, 2000
Date


Board President

Q:\WORKGROUP\PURCHASE\WPDATA\DBERES00.DOC

DISADVANTAGED BUSINESS ENTERPRISE
GOALS & OVERVIEW FISCAL YEAR 2000-2001

Overall DBE Goal: Lane Transit District's overall goal for FY 2000-2001 is 3.95 percent (3.95%) of FTA-funded contracting activities, exclusive of FTA funds to be used for the purchase of transit vehicles.

The estimated total of FTA-funded contracting activities is:

Construction	\$ 8,600,000
Professional Services	\$1,795,000
Materials, Equipment	<u>\$4,214,190</u>
Total	\$14,609,190

LTD has used a two-step process to establish the overall goal for DBE participation:

Step 1. Base figures for DBE availability were developed using the Census Bureau's County Business Pattern database and the Oregon Office of Minority, Women, and Emerging Small Business Directory, with DBEs for Lane County selected.

As of December 1997, the number of businesses in Lane County on the attached list of SIC codes is 633. There are 25 DBE businesses in the same SIC code categories, as shown in the attached listing of DBE businesses.

The percentage based on the above figures is 3.95 percent. External data has been used to develop this goal. The District expects to develop internal data sources during the next year and expects to refine this methodology prior to setting goals for the next fiscal year.

Step 2. Historically, the goal achieved has ranged between 4 percent and 14 percent, with a 10 percent average. The goal achieved is related directly to the number of construction projects and opportunities for professional services. These historical figures are all related to contracts that have utilized a contract goal. LTD typically does not get any DBE participation on contracts that are federally funded without assigning a goal to the contract. Occasionally the goal is not met.

From the above data a goal has been set at 3.95 percent. The District will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. It is estimated that, in meeting the stated overall goal, 3.95 percent will be obtained from race-neutral participation. The District uses the following race-neutral measures to increase DBE participation:

Review of types and numbers of contracts projected that will use FTA funds, configuring large contracts into smaller contracts when feasible. Identify components of work that represent subcontracting opportunities and identify the availability of DBE subcontractors.

Provide technical assistance in orienting small-business-to-public-contract procedures. Make available for use by prime contractors a directory of DBEs that has been compiled by the Oregon Office of Minority, Women, and Emerging Small Business.

Notify community organizations, general contractors groups, and those agencies knowledgeable about dispersing contract availability to DBEs.

**FTA FUNDING BASE
PROJECTED AWARDS FOR FISCAL YEAR 2000-2001**

1) Applicant: Lane Transit District 3) Months Covered: July 2000 to
2) Address: PO Box 7070, Eugene, OR 97401 June 2001

(4) Contract/ Procurement Category	(5) Total FTA Capital Funds	(6) Total FTA Operating Funds	(7) Total FTA Planning Funds	(8) Total Other FTA Funds	(9) FTA Funds With Contracting Opportunities
(10) Non Contracting Opportunities	0	0	0	0	0
(11) Construction	8,600,000	0	0	0	8,600,000
(12) Professional Services	1,795,000	0	0	0	1,795,000
(13) Materials/ Supplies/ Equipment	4,214,190	0	0	0	4,214,190
(14) Other	0	0	0	0	0
(15) Totals	14,609,190	0	0	0	14,609,190

(16) Prepared by: Jeanette Bailor
(17) Certified by: Jeanette Bailor

Phone #: (541) 682-6100
Date: 08/01/00

ftafb.xls

CALCULATION OF ANNUAL GOALS FOR FISCAL YEAR 2000-2001

1) Applicant: Lane Transit District (3) Months Covered: July 2000 to June 2001
2) Address: PO Box 7070, Eugene, OR 97401 (4) Prepared by: Jeanette Bailor

(4) Contract/ Procurement Category	(5) FTA Funds With Contracting Opportunities	(6) FTA Adjusted Dollars Credit	DBE	(7) Total FTA Dollars DBE	(8) Percentages DBE
(9) Construction	8,600,000	100.00%	8,600,000	430,000	7.00%
(10) Professional Services	1,795,000	100.00%	1,795,000	147,190	5.50%
(11) Materials Supplies Equipment	4,214,190	60.00%	2,528,514	0	4.00%
(12) Other	0	100.00%	0	0	
(13) Totals	14,609,190		12,923,514	577,190	3.95%

(14) Annual Overall DBE Goal = Total Column (7) divided by Total Column (5) X 100 = 3.95%

(15) Prepared by: Jeanette Bailor
(16) Certified by: Jeanette Bailor

Phone #: (541) 682-6100
Date: 8/01/00

**LANE TRANSIT DISTRICT
PROJECTED FTA FUNDED CONTRACT AWARDS
FY 2000-2001**

ATTACHMENT 3

PAGE 1

OPERATING FUNDS	PERSONAL SERVICES	MATERIALS & SVCS	CONTRACT SVCS	TOTAL
TRANSP. DEMAND 89.73%	103,510	0	0	103,510
MGMT(COMMUTER SOLUTIONS)				
OPERATING COSTS		105,490	0	105,490
GRANT-ELIGIBLE COST	103,510	105,490	0	209,000
	103,510	105,490	0	209,000
NONCONTRACTING OPPORTUNITIES				
PERSONAL SERVICES	(103,510)			(103,510)
NET CONTRACTING				
OPPORTUNITIES - TDM	0	105,490	0	105,490
CAPITAL FUNDS				
ADP SOFTWARE/HDW - 80%		818,700		818,700
MISC. EQUIPMENT - 80%		135,600		135,600
SIGNAL & COMM. EQUIP - 80%		1,250,000	300,000	1,550,000
PASSENGER BOARDING IMPR. - 80%		650,000	220,000	870,000
SHOP EQUIPMENT		14,400	0	14,400
SPRINGFIELD STATION 89.73%		550,000	150,000	700,000
REVENUE VEHICLES		5,000,000	0	5,000,000
AVL / APC EQUIPMENT			600,000	600,000
BUS RELATED EQUIPMENT - 80%		125,000		125,000
SUPPORT VEHICLES - 80%		140,000		140,000
BUS RAPID TRANSIT	650,000	100,000	8,450,000	9,200,000
FACILITIES - 80%		0	675,000	675,000
CAPITAL MAINT		325,000		325,000
LESS PERSONAL SERVICES	(650,000)			(650,000)
LESS BUSES(REVENUE VEHICLES)	0	(5,000,000)		(5,000,000)
NET CONTRACTING				
OPPORTUNITIES	0	4,214,190	10,395,000	14,609,190
FTA FUNDED - 80%	0	3,286,960	8,316,000	11,602,960
STP FUNDED - 89.73%		588,171	134,595	722,766
TOTAL FTA FUNDED		3,875,131	8,450,595	12,325,726
DBE REQUIREMENT 3.95%	0	153,068	333,799	486,866

DBE VENDORS / CENSUS COUNTY BUSINESS PATTERNS

PREPARED 5/30/2000

SIC CODE	DESCRIP	# OF BUSINESSES	# OF DBE BUSINESSES	%
780	LANDSCAPE	83	1	1.204819
1600	HEAVY CONSTR.	64	1	1.5625
1700	SPECIALTY TRADE	253	11	4.347826
3400	FAB. METAL	60	1	1.666667
8710	ENG & ARCH SVC	117	4	3.418803
8730	RESEARCH/TESTING SVC	37	4	10.81081
8990	MISC. PROF SVCS	19	3	15.78947
		633	25	3.949447

DISADVANTAGED BUSINESS ENTERPRISE
POLICY & PROGRAM FISCAL YEAR 2000-2001

I. POLICY

The Lane Transit District ("District") is committed to a Disadvantaged Business Enterprises (DBE) Program for the participation of "DBEs" in District contracting opportunities in accordance with 49 Code of Federal Regulations (CFR) Part 26, effective March 4, 1999, as may be amended ("Regulations"). The District has received Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, the District has signed an assurance that it will comply with 49 CFR Part 26 (see Appendix E). It is the policy of the District to ensure nondiscrimination on the basis of race, color, sex or national origin in the award and administration of the U.S. Department of Transportation ("U.S. DOT") assisted contracts. It is the intention of the District to create a level playing field on which DBEs can compete fairly for contracts and subcontracts relating to the District's construction, procurement, and professional services activities.

The Board of Directors is responsible for establishing the DBE policy of the District. The General Manager of the District is responsible for adherence to this policy. The DBE Administrator is responsible for the development, implementation, and monitoring of a DBE Program for Contracts in furtherance of the District's nondiscrimination policy. It is the expectation of the Board of Directors and the General Manager that all District personnel shall adhere to the provisions and the spirit of this program.

This policy will be circulated to all District personnel and to members of the community who perform or are interested in performing work on District contracts. The complete DBE Program and overall annual goals analysis are available for review at:

Lane Transit District
3500 East 17th Avenue
Eugene, Oregon 97403

The policy statement will be published in a newspaper of statewide (Oregon) general circulation at least once.

If you have any questions or would like further information regarding this program, please contact the DBE Administrator, Jeanette Bailor, by telephone at (541) 682-6100 or by fax at (541) 682-6188.

Date: 9/20/00


Ken Hamm
General Manager

DISADVANTAGED BUSINESS ENTERPRISE
POLICY & PROGRAM FISCAL YEAR 2000-2001

A. Applicability

Pursuant to 49 C.F.R. §§ 26.3 and 26.21, the District, a recipient of federal financial assistance from the Federal Transit Administration ("FTA") of the U.S. DOT, is required to implement a DBE Program in accordance with 49 C.F.R. Part 26. The Program outlined herein applies to all District contracts that are funded, in whole or in part, by U.S. DOT federal financial assistance.

B. Objectives

The objectives of this program are the following:

1. To remove barriers to DBE participation in the bidding, award, and administration of District contracts;
2. To assist DBEs to develop and compete successfully outside of the Program;
3. To ensure that the Program is narrowly tailored in accordance with 49 C.F.R. Part 26;
4. To ensure that only DBEs meeting the eligibility requirements are allowed to participate as DBEs;
5. To identify business enterprises that are eligible as DBEs to provide the District with required materials, equipment, supplies and services; and to develop a good rapport with the owners, managers, and sales representatives of those enterprises;
6. To develop communications programs and procedures that will acquaint prospective DBEs with the District's contract procedures, activities, and requirements and allow DBEs to provide the District with feedback on existing barriers to participation and effective procedures to eliminate those barriers; and
7. To administer the Program in close coordination with the various divisions and departments within the District so as to facilitate the successful implementation of this Program.

C. Prohibited Discrimination

The District shall not exclude persons from participation in, deny benefits to, or otherwise discriminate against any persons in connection with the award and performance of any contract governed by 49 C.F.R. Part 26 on the basis of race, color, sex or national origin. The District shall not directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of this program with respect to individuals of a particular race, color, sex or national origin.

LTD does not use quotas in any way in the administration of this DBE program.

II. **DEFINITIONS**

Any terms used in this Program that are defined in 49 C.F.R. § 26.5 or elsewhere in the Regulations shall have the meaning set forth in the Regulations. Some of the most common terms are defined below:

A. **Disadvantaged Business Enterprise (DBE)**

A DBE is a for-profit, small business concern 1) that is at least 51 percent owned by one or more individuals who are both socially and economically disadvantaged, or, in the case of a corporation, in which 51 percent of the stock is owned by one or more socially and economically disadvantaged individuals; and 2) whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.

B. **Small Business Concern**

A small business concern is an existing small business, as defined by Section 3 of the Small Business Act and the Small Business Administration regulations implementing it (13 C.F.R. Part 121), whose average annual gross receipts for the previous three (3) years does not exceed \$16.6 million (or as adjusted for inflation by the Secretary of U.S. DOT) pursuant to 49 C.F.R. § 26.65(b).

C. **Socially and Economically Disadvantaged Individuals**

There is a rebuttable presumption that an individual is both socially and economically disadvantaged if s/he is a citizen or lawfully admitted permanent resident of the United States and is:

1. Black American (including persons having origins in any of the Black racial groups of Africa);
2. Hispanic American (including persons of Central or South American, Cuban, Dominican, Mexican, Puerto Rican, or other Spanish or Portuguese culture or origin, regardless of race);
3. Native American (including persons who are Aleuts, American Indians, Eskimos, or Native Hawaiians);
4. Asian-Pacific American (including persons whose origins are from Brunei, Burma [Myanmar], Cambodia [Kampuchea], China, the Commonwealth of the Northern Marianas Islands, the Federated States of Micronesia, Fiji, Guam, Hong Kong, Indonesia, Japan, Juvalu, Kirbati, Korea, Laos, Macao, Malaysia, Nauru, the Philippines, Samoa, Taiwan, Thailand, Tonga, the U.S. Trust Territories of the Pacific Islands [Republic of Pilau], or Vietnam);
5. Subcontinent Asian American (including persons whose origins are from Bangladesh, Bhutan, India, the Maldives Islands, Nepal, Pakistan, or Sri Lanka);
6. A woman; or
7. A member of any additional group that is designated as socially and economically disadvantaged by the Small Business Administration.

DISADVANTAGED BUSINESS ENTERPRISE
POLICY & PROGRAM FISCAL YEAR 2000-2001

Additionally, any individual can demonstrate, by a preponderance of evidence, that she/he is socially and economically disadvantaged on a case-by-case basis. The District will follow the guidelines in 49 C.F.R. § Part 26.

An individual cannot be presumed or determined on a case-by-case basis to be economically disadvantaged if she/he has a personal net worth exceeding \$750,000 (excluding the individual's ownership interests in the small business concern and his or her primary residence).

D. Race-Neutral

A procedure or program that is used to assist all small businesses. For the purposes of this Program, race-neutral includes ethnic and gender neutrality.

E. Race-Conscious

A measure or program that focused specifically on assisting only DBEs, including women-owned DBEs.

F. Personal Net Worth

The net value of an individual's assets that remain after total liabilities are deducted. An individual's personal net worth does not include the individual's ownership interest in an applicant or participating DBE firm, nor the individual's equity in his or her primary place of residence. An individual's personal net worth includes only his or her own share of community property.

III. RESPONSIBILITY FOR DBE PROGRAM IMPLEMENTATION

A. Duties of DBE Administrator

Pursuant to 49 C.F.R. § 26.23, the Program shall be administered by the DBE Administrator, who shall be appointed by and report directly to the General Manager of the District. The current DBE Administrator for the District is Jeanette Bailor. The DBE Administrator will be the primary person responsible for implementing all aspects of this Program and will work closely with operating divisions and other departments and consultants of the District, including legal, procurement, engineering, insurance and others who are responsible for making decisions relative to the District's construction, procurement and professional service contracts. The DBE Administrator:

1. Gathers and reports statistical data and other information as required by DOT.
2. Reviews third-party contracts and purchase requisitions for compliance with this program.
3. Ensures that bid notices and requests for proposals are available to DBEs in a timely manner.
4. Identifies contracts and procurements so that DBE goals are included in solicitations (both race-neutral methods and contract specific goals) and monitors results.

5. Analyzes District's progress toward goal attainment and identifies ways to improve progress.
6. Participates in pre-bid meetings.
7. Advises the General Manager/Board of Directors on DBE matters and achievement.
8. Participates with the legal counsel and project director to determine contractor compliance with good faith efforts.
9. Provides DBEs with information and assistance in preparing bids.
10. Participates in DBE training seminars.

IV. ADMINISTRATIVE REQUIREMENTS

A. DBE Financial Institutions

Pursuant to 49 C.F.R. § 26.27, the DBE Administrator shall explore the full extent of services offered by banks and other financial institutions that qualify as DBEs in the Eugene/Springfield area and determine areas in which the District reasonably may utilize their services. The District also shall encourage its prime contractors to use the services of DBE financial institutions. There currently are not any DBE financial institutions in Oregon that meet the needs of the District.

B. DBE Database

The Oregon ESB/M/W/DBE Database Directory is a consolidated and automated directory that identifies firms that have been certified either as MBEs, WBEs, or DBEs by the OMWESB. This DBE Database is maintained and updated daily by the OMWESB. Pursuant to 49 C.F.R. § 26, the DBE Administrator will use the DBE Database as the primary resource in developing overall and contract-specific DBE participation goals and conducting outreach and other activities to promote DBE participation in U.S. DOT contracts. The DBE directory of certified firms is available on the Internet at <http://www.cbs.state.or.us/external/imd/database/omwesb/omwesb-main.htm>. The directory is updated daily; it shall be distributed to contractors and made available at the District to the public on request. The DBE Database shall include the firm's name, address, telephone number, and types of work for which the firm is certified as a DBE. The DBE Database shall not in any way prequalify the identified DBE firms with respect to licensing, bondability, competence, or financial responsibility.

C. Bidders List

Pursuant to 49 C.F.R. § 26.11, the DBE Administrator will create and maintain a bidders list consisting of all firms bidding or proposing on RT contracts as prime contracts and bidding or quoting on subcontracts on U.S. DOT-assisted projects. For every firm, the following information will be included: firm name, firm address, firm status as a DBE or non-DBE, the age of the firm, and the annual gross receipts of the firm. The DBE Administrator will maintain the confidentiality of any proprietary information in accordance with applicable Oregon and federal law. This information will be requested of all bidders as further described in Section IX below.

D. Dissemination of Policy Statement

Pursuant to 49 C.F.R. § 26.23, the DBE Administrator shall issue a signed and dated Policy Statement throughout the District and to the business community, including DBEs and non-DBEs that perform work on U.S. DOT-assisted contracts for the District. The entire Program will be made generally available to the public upon request.

E. Monitoring Actual DBE Participation

The DBE Administrator shall monitor and track the actual DBE participation through contractor and subcontractor reports of payments and other appropriate monitoring, as further described in Section IX below. The DBE Administrator shall ensure that DBE participation is counted toward contract goals and the overall annual goal in accordance with the Regulations.

F. Reporting to FTA

The DBE Administrator will continue to provide the reports regarding DBE participation required by the Regulations to FTA.

V. DETERMINING, ACHIEVING GOALS AND COUNTING ANNUAL OVERALL DBE PARTICIPATION

Pursuant to 49 C.F.R. § 26.45, the Board of Directors shall establish annual overall goals on a fiscal year basis for the participation of DBEs in all budgeted contracts utilizing FTA financial assistance. The annual overall goals shall be expressed as a percentage of the total amount of FTA funds the District anticipates expending in the fiscal year. The District's annual overall goals represent the amount of ready, willing and able DBEs that are available to participate in contracting opportunities and is reflective of the amount of DBE participation the District would expect absent the effects of discrimination. The District intends to meet those goals to the maximum extent feasible through the race-neutral measures described in Section V.D. Where race-neutral measures are inadequate to meet the annual overall goals, the District will establish specific contract goals for particular projects with subcontracting opportunities.

A. Methodology For Setting Annual Overall DBE Goals

1. Projecting U.S. DOT-Assisted Contract Expenditures for Fiscal Year.

In conjunction with the preparation and adoption of the budget for each fiscal year, the DBE Administrator, in consultation with the appropriate District divisions and departments responsible for contracting activities, will conduct a thorough analysis of the projected number, types of work and dollar amounts of contracting opportunities that will be funded, in whole or in part, by U.S. DOT federal financial assistance for that fiscal year. This analysis will exclude projected contract expenditures with Transit Vehicle Manufacturers, which are exempt from the Program as described in Section V.C.

2. Establishing a Base Figure. Pursuant to 49 C.F.R. § 26.45(c), the District will develop a base figure based upon the projected fiscal year budget to express the availability of DBEs as a percentage of all consultants, contractors, subcontractors, manufacturers, and suppliers in the relevant contracting markets. The District will follow one of the methodologies provided in the Regulations or develop an alternative methodology and provide the appropriate documentation in the Annual Overall Goals Analysis Report described in Section V.B.

a. Analyzing Available Businesses in the Relevant Contracting Markets. The DBE Administrator, in conjunction with the appropriate District divisions and departments, will conduct a thorough analysis of the relevant contracting markets in which the District will solicit participation from consultants, subconsultants, contractors, subcontractors, manufacturers, and suppliers for the fiscal year. This analysis will include a description of geographical boundaries of the solicitations, the standard industry codes (SICs) for the types of work to be contracted and any other indicators that the District determines to be relevant in defining its contracting markets for the fiscal year. The DBE Administrator then will determine the total available businesses according to the relevant contracting markets. The DBE Administrator will consult a variety of sources including, but not limited to, the District's Bidders List, the U.S. Census County Business Patterns Database, and any relevant disparity studies that are available.

b. Analyzing Available DBEs in the Relevant Contracting Markets. The DBE Administrator will conduct a similar analysis to determine the DBEs that are available to participate as contractors, subcontractors, manufacturers, and suppliers in the projected contracts for the fiscal year. This analysis will include a description of the available DBEs relative to the geographical boundaries of the solicitations, the SICs for the types of work to be contracted, and any other factors as described in Section V.A.2.a. The District will consult a variety of sources including, but not limited to, the DBE Database, the District's Bidders List, the U.S. Census, and any relevant disparity studies that are available.

c. Calculating the Base Figure. The DBE Administrator will compare the available DBEs in the relevant contracting markets for the fiscal year to the available businesses in the relevant contracting markets for the fiscal year. The calculation will include a weighting factor according to the contract expenditure patterns analyzed in Section V.A.1.

3. **Adjusting the Base Figure.** Pursuant to 49 C.F.R. § 26.45(d), the District will adjust the base figure based on demonstrable evidence indicating that the availability of DBEs for U.S. DOT-assisted contracts for the fiscal year may be higher or lower than the base figure indicates. At a minimum, the DBE Administrator will analyze the results of the District's efforts to contract with DBEs for the current and past two years, any available and relevant disparity studies (to the extent that they are not accounted for in the base figure), and any available and relevant results of other and similar U.S. DOT recipients' efforts to contract with DBEs.

4. **Projection of Percentage of Overall Goals to Be Achieved Through Race-Neutral and Race-Conscious Measures.** Once the annual overall goal is proposed, the DBE Administrator will analyze and project the maximum feasible portion of that goal that can be achieved by using race-neutral methods. Where the projected portion of the goal using race-neutral methods is less than the annual overall goal, the remaining portion will be achieved by establishing contract goals for particular projects that have subcontracting opportunities.

The DBE Administrator shall monitor and adjust the use of contract-specific goals in accordance with 49 C.F.R. 26.51(f). When projecting the percentage of the overall annual goal to be achieved through establishing contract-specific goals, the DBE Administrator shall analyze the actual achievement of the overall annual goal through race-neutral methods in the current and previous two years. When establishing contract-specific goals during the current fiscal year, the DBE Administrator shall analyze the progress towards achieving the overall annual goal and increase or reduce the use of contract-specific goals accordingly.

B. Publishing and Adopting the Overall Annual Goals

1. **Overall Annual Goals Analysis Report.** Upon completion of the analysis described in Section V.A, the DBE Administrator will prepare an Overall Annual Goals Analysis Report. The report shall document the analysis and methodology, as well as the proposed goal and estimate to be achieved through race-neutral measures. The DBE Administrator shall furnish it to the General Manager. Upon the General Manager's approval and recommendation, the DBE Administrator shall concurrently notify all DBE resource and community organizations of the availability of the Overall Annual Goals Analysis Report for review and comment.

2. **Publication of the Proposed Overall Annual Goals.** Pursuant to 49 C.F.R. § 26.45(g), the District will publish the proposed overall annual goals in general circulation, trade association and DBE-oriented media. The notice shall include a statement that the methodology and proposed goals are available for inspection by the public for thirty (30) days from the date of publication. The notice also shall include a statement that the District will accept public comments regarding the proposed goals and methodology for a period of 45 days from the date of publication and provide instructions for the submission of comments. Upon receipt of public comments, if any, the DBE Administrator will prepare a

summary report analyzing the public comments and recommending any modifications to the overall annual goals or methodology. The DBE Administrator shall furnish the General Manager with a final Annual Overall Goals Analysis Report to be presented to the Board of Directors for adoption. If no comments are received that would change the goals analysis substantially, the results of the public comment period will be presented as an informational matter to the Board of Directors with no further action required.

3. Adoption of Total Overall Annual Goals. Following review of the Overall Annual Goals Analysis Report, the Board of Directors shall adopt annual overall goals for DBE participation in FTA-assisted contracts, which shall include a projection of the portion of the goals that can be achieved through race-neutral and race-conscious measures. Unless otherwise directed, Overall Annual Goals Analysis Reports shall be submitted to FTA for approval by September 1 for Fiscal Year 2000-2001 and by August 1 in succeeding years.

C. Transit Vehicle Manufacturers Certification. The District shall require any transit vehicle manufacturers to certify that they have established an annual overall DBE participation goal that has been approved by FTA before they can bid on any District contracts. Expenditures for FTA-assisted transit vehicle procurements are not included in the funding base to which the overall annual goal for other FTA-assisted contract expenditures applies.

D. Achieving the Annual Overall Goals. The District shall achieve the overall annual goals for DBE participation through a combination of race-neutral measures and contract goals for particular contracts with subcontracting opportunities.

1. Race-Neutral Methods. The District intends to use race-neutral methods to the maximum extent feasible to achieve its overall annual goals. DBE participation that is obtained on contracts that have no specific DBE goal, or where prime contractors use a strictly competitive bidding process or do not consider the DBE's status as a DBE in awarding a subcontract, shall be considered race-neutral DBE participation. In addition, the District will use the following measures as appropriate:

- (a) Configuring large contracts into smaller contracts when feasible, when to do so would make contracts more accessible to small businesses and would not impose significant additional cost, delay, or risk to the District;
- (b) Identifying components of the work that represent subcontracting opportunities and identifying the availability of DBE subcontractors to participate in an equitable proportion to total available subcontractors when it is not feasible to configure large contracts into smaller separate contracts. Contractors will be encouraged to consider subcontractors for components of the work, including DBEs, for which there is a known supply of ready, willing, and able subcontractors, including DBE subcontractors, in preparing their bids;

DISADVANTAGED BUSINESS ENTERPRISE
POLICY & PROGRAM FISCAL YEAR 2000-2001

- (c) Providing technical assistance in orienting small businesses to public contract procedures, use of the Internet, and facilitating introductions to the District's and other U.S. DOT recipients' contracting activities;
- (e) Providing outreach and communications programs on contract procedures and contract opportunities to ensure the inclusion of DBEs; and
- (f) Ensuring the distribution of the DBE Database to the widest feasible universe of potential prime contractors.

2. Contract Goals. The DBE Administrator shall establish contract-specific DBE participation goals on particular prime contracts with subcontracting opportunities to the extent that the District cannot achieve its annual overall goals with race-neutral measures. When a contract-specific DBE goal has been established, the bidder or proposer must meet the contract-specific goal or demonstrate that she/he made sufficient good faith efforts to do so. A bidder shall be ineligible for contract award if she/he does not meet the goal or demonstrate sufficient good faith efforts.

The contract-specific goal shall apply to the percentage participation of DBEs in the total contract work and be set forth in the Special Provisions of the contract specifications. The District is not required to establish a contract-specific goal for every prime contract with subcontracting opportunities. For each contract involving subcontracting opportunities, the factors outlined below will be considered to determine whether a contract-specific goal should be established for the particular contract and, if so, what the percentage goal shall be:

- (a) The projected portion of the overall annual goal that will be met by establishing contract-specific goals;
- (b) The progress toward achieving the overall annual goal;
- (c) The full range of activities in the proposed contract;
- (d) The availability of DBEs as prime contractors or subcontractors in the types of work involved in the performance of the proposed contract;
- (e) The unique conditions of the project that might affect the ability of the prime contractor to coordinate, utilize, or incorporate subcontractors or suppliers into the project. (Projects consisting of only one or two subtrades may not be appropriate for a contract-specific goal due to the fact that establishing a goal could result in restrictive bidding.)
- (f) The effect that the contract-specific goal might have on the time of completion.
- (g) Any other relevant criteria.

3. Awarding Contracts with Contract-Specific Goals. The District shall award contracts to the lowest responsible bidder, as required by FTA C4220-ID, as amended, where applicable. Solicitation language shall require that contractors must meet all requirements of the DBE program as a matter of responsiveness. For such contracts, as well as for contracts awarded pursuant to a Request for Proposal procedure where the lowest responsible bidder standard does not apply, a bidder who fails to demonstrate that she/he achieved

the contract-specific DBE participation goal and fails to demonstrate that she/he made sufficient good faith efforts to do so shall not be deemed "responsive" and, therefore, shall be ineligible for award of the contract.

a. **Evaluation of Bids or Proposals.** After the bid opening or submission deadline for proposals, the DBE Administrator shall evaluate all bids/proposals to determine whether the bidders/proposers submitted all of the information required by 49 C.F.R. § 26.53(b). Either the responsible bidder with the lowest apparent bid price or the most highly ranked proposer who also meets the contract-specific DBE goal or demonstrates sufficient good faith efforts shall be recommended for the contract award. In the event that the bidder with the lowest monetary bid price fails to meet the contract-specific goal, fails to demonstrate sufficient good faith efforts, or is otherwise unresponsive or not responsible, the DBE Administrator shall evaluate the bidder with the next lowest bid price. Should the DBE Administrator determine that additional information is needed to evaluate a bidder's or proposer's submission with regard to the DBE requirements, the DBE Administrator shall request said bidder or proposer to submit the required information, or may contact the listed DBEs directly.

b. **Evaluation of DBE Certification Status.** The District shall require that any DBEs listed by bidders for participation in the contract be certified as eligible DBEs as of the time of bid opening. The DBE Administrator shall review the Bidder's DBE Report to confirm each DBE firm's certification status. The District will accept current certifications by the District, U.S. DOT and its agencies, the Small Business Administration, or other U.S. DOT federal financial assistance recipients. If a completed application for DBE certification has been submitted to OMWESB as of bid opening but has not been processed, the District may count the applicant's participation toward achieving the DBE contract specific goal, assuming that the applicant's certification application is approved.

c. **Determination of Amount of DBE Participation.** The DBE Administrator shall review the total dollar value of the work and the percentage of the total contract bid price reported on the Bidder's DBE Report for accuracy and shall compare it to the contract-specific goal established for the contract.

d. **Determination of Good Faith Efforts.** If the amount of DBE participation does not meet the contract-specific goal, the DBE Administrator shall review the good-faith efforts report submitted by the bidder. The DBE Administrator shall determine whether the bidder has performed the quality, quantity, and intensity of efforts that demonstrates a reasonably active and aggressive attempt to meet the contract-specific goal in accordance with 49 C.F.R. Part 26.

In addition to signing the DBE Participation Commitment Statement contained in the Proposal, the bidder who has not achieved the assigned

DISADVANTAGED BUSINESS ENTERPRISE
POLICY & PROGRAM FISCAL YEAR 2000-2001

goal on this project shall document the steps taken to obtain participation, such as:

- (1) Attendance at a pre-bid meeting, if any, scheduled by LTD to inform the DBEs of subcontracting opportunities in the contract work;
- (2) Advertising in general circulation, media, trade association publications, and minority-focus media at least ten (10) days before bids or proposals are due. If ten (10) days are not available, a shorter reasonable time will be acceptable;
- (3) Written notification to DBEs that their interest in the contract is solicited;
- (4) Efforts to select portions of the work proposed to be performed to increase the likelihood of achieving the assigned goal;
- (5) Efforts to negotiate for specific sub-bids, including at a minimum:
 - a. The name, address, or telephone number of each DBE contacted.
 - b. A description of the information provided regarding the plans and specifications or the portion of the work to be performed.
 - c. A statement of why additional agreements were not reached.
- (6) Reasons for rejecting as unqualified any DBE contacted;
- (7) Efforts to provide assistance in obtaining any necessary bonding or insurance;
- (8) Efforts to use the service of banks owned and controlled by minorities or women;
- (9) Efforts to assist the DBE in purchasing materials and supplies; and
- (10) Any other affirmative action efforts.

e. Bidder's Right to Administrative Reconsideration. In the event that the DBE Administrator determines that the apparent low bidder has not met the contract-specific goal and has not demonstrated good faith efforts, the DBE Administrator will notify the bidder in writing. The notification shall include the reasons for the determination and that the bidder has the right to administrative reconsideration prior to the time that a contract has been awarded. The DBE Administrator shall provide the bidder with a written decision on reconsideration, explaining the basis for its determination.

If the low bidder offering a responsible bid is not recommended for the contract award, he or she has the right to administrative reconsideration. Within five (5) days after notification that the bidder is not responsive because he or she has not documented sufficient good faith efforts, a bidder/offeror may request administrative reconsideration. This request should be made in writing to the following reconsideration official: Assistant General Manager, P.O. Box 7070, Eugene, OR 97401, telephone number (541) 682-6100.

As part of this reconsideration, the bidder/offeror will have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate good faith effort to do so. The bidder/offeror will have the opportunity to meet in person with the District's reconsideration official to discuss the issue of whether he or she met the goal or made adequate good faith efforts to do so. A written decision on reconsideration will be sent, explaining the basis for finding that the bidder did or did not meet the goal or make adequate good faith efforts to do so.

f. Good Faith Efforts When a DBE is Replaced on a Contract.

The District will require a contractor to make good faith efforts to replace a DBE that is terminated or otherwise has failed to complete its work on a contract with another certified DBE, to the extent needed to meet the contract goal. The District will require the prime contractor to notify the DBE Liaison Officer immediately of the DBE's inability or unwillingness to perform and provide reasonable documentation.

The prime contractor may not terminate a DBE firm for convenience.

The contractors may not terminate a DBE firm and perform the work with its own forces without the District's prior written consent.

In this situation, the District will require the prime contractor to obtain the District's prior approval of the substitute DBE and to provide copies of new or amended subcontracts or documentation of good faith efforts. If the contractor fails or refuses to comply in the time specified, the District's contracting office will issue an order stopping all or part of the payment/work until satisfactory action has been taken. If the contractor still fails to comply, the contracting officer may issue a termination for default proceeding.

E. Counting and Tracking DBE Participation

Only the work actually performed by a DBE will be counted towards the DBE goal. The cost of supplies and materials obtained by the DBE or equipment leased (except from the prime contractor or its affiliate) also may be counted.

Work that a DBE subcontracts to a non-DBE firm does not count toward DBE goals. Expenditures may be counted only if the DBE is performing a commercially useful function. A DBE should perform at least 30 percent (30%) of the total cost of its contract with its own work force.

If materials or supplies are obtained from a DBE manufacturer, 100 percent (100%) of the cost will be counted. If the materials and supplies are purchased from a DBE regular dealer, 60 percent (60%) of the cost will be counted.

DISADVANTAGED BUSINESS ENTERPRISE
POLICY & PROGRAM FISCAL YEAR 2000-2001

DBE achievement will not be counted toward the overall goal until the DBE has been paid. The DBE Administrator will track the participation of DBEs in contract-specific goal contracts separately from the participation of DBEs that is considered race-neutral. Additionally, the DBE Administrator will not count that portion of a DBE's participation that is achieved after the certification of the DBE has been removed during the performance of a contract.

VI. REQUIRED CONTRACT PROVISIONS

FTA-assisted contracts that the District lets will include, as appropriate, the model contract provisions that are included in 49 C.F.R. Part 26 and incorporated herein. The DBE Administrator shall have discretion to modify the provisions for particular contracts as needed.

- A. Notice of DBE requirements in the Invitation for Bids
- B. General Conditions
 - 1. DBE Program for Contracts Solicitation language shall require that contractors must meet all requirements of the DBE program as a matter of responsiveness.
 - 2. Prompt Payment to Subcontractors: The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than 30 days from the receipt of each payment the prime contractor receives from Lane Transit District. The prime contractor agrees further to return retainage payments to each subcontractor within 30 days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above-referenced timeframe may occur only for good cause following written approval of Lane Transit District. This clause applies to both DBE and non-DBE subcontracts.
 - 3. Contract Assurance Clause: Lane Transit District will ensure that the following clause is placed in every DOT-assisted contract and subcontract:

The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 C.F.R. Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

- C. Special Provisions

DBE Participation Goal (where applicable) Solicitation language shall require that contractors must meet all requirements of the DBE program as a matter of responsiveness.

- D. Administrative Sanctions

Failure of any contractor to meet the DBE Contract Provisions shall constitute a breach of contract for which the imposition of the following sanctions could occur:

Temporarily withholding progress payments until the contractor complies with these contract provisions through future performance.

Permanently withholding payment for work already performed in a manner that constitutes a breach of contract.

VII. CERTIFICATION

A. Oregon Office of Minority, Women and Emerging Small Business Enterprise Program

The District does not certify DBEs. It relies upon the services of the Oregon Office of Minority, Women and Emerging Small Business Enterprise Program (OMWESB) for certification. As the sole certification authority in Oregon for targeted government contracts for emerging small businesses and disadvantaged, minority, and woman-owned businesses, OMWESB provides a unified certification process. A copy of the Application for Certification and summary of the program is shown in Appendix A attached hereto.

The OMWESB complies with 49 C.F.R. § 26 in determining whether to certify a firm as eligible to participate as a DBE. The directory of certified firms can be found on the Internet at <http://www.cbs.state.or.us/external/imd/database/omwesb/omwesb-main.htm>. The directory is updated daily.

B. Unified Certification Program (UCP) (Section 26.81)

The District relies upon the services of the Oregon Office of Minority, Women and Emerging Small Business Enterprise Program for certification. As the sole certification authority in Oregon for targeted government contracts for disadvantaged, minority, and woman-owned businesses, and emerging small businesses, OMWESB provides a unified certification process.

It is the intent of the District to cooperate fully in the facilitation and formalization of the statewide DBE Unified Certification Program (UCP), which will be fully operational by March 4, 2003.

The DBE Administrator is designated by the General Manager to represent the District as a member of the Unified Certification Program (UCP). The District will participate in UCP programs, activities and efforts in the Eugene/Springfield area to create a level playing field on which DBEs can compete fairly; to enhance outreach and communication efforts with these firms; to provide appropriate assistance and information for participation in U.S. DOT-assisted contracts; to develop joint resources among recipients; and to coordinate DBE certification efforts through reciprocity and the development of a statewide Unified Certification Program. Toward this end, the DBE Administrator will attend scheduled meetings of the UCP and will contribute to the achievement of UCP projects approved by the District's General Manager.

VIII. CERTIFICATION PROCEDURES

A. Certification Appeals to U.S. DOT (Section 26.89)

A firm that has been denied certification or whose eligibility is removed may make an administrative appeal to the U.S. DOT. A complainant in an ineligibility complaint to the District may appeal to U.S. DOT if the District does not find reasonable cause to propose removing the firm's eligibility. Pending the U.S. DOT appeal decision, the District's decision shall remain in effect. All appeals shall be sent to:

U.S. Department of Transportation
Office of Civil Rights
400 Seventh Street, S.W.
Room 2401
Washington, D.C. 20590

All requests for an appeal must be sent, in writing, within ninety (90) days of the District's final decision on the matter. The appeal request shall include information and arguments regarding why the decision should be reversed. If the appeal is from a firm, the request must include information regarding certification with other U.S. DOT recipients. If the appeal is from a third party, the party will be requested to provide the same information.

The DBE Administrator shall provide a copy of a complete, well-organized administrative record within twenty (20) days of a request from U.S. DOT. U.S. DOT will make its decision based solely on the entire administrative record without conducting a hearing. The firm and complainants shall have access to any information reviewed by U.S. DOT in accordance with public records and privacy laws.

U.S. DOT will affirm the District's decision if it determines, based on the entire administrative record, that the decision is supported by substantial evidence or is consistent with the substantive or procedural provisions concerning certification. U.S. DOT will reverse the District's decision if it determines it was unsupported by substantial evidence or inconsistent with certification provisions. U.S. DOT shall send written notification of its decision, including the reasons therefor to the District, the firm and any complainant. If the District's decision is reversed, the DBE Administrator will take all appropriate actions to conform with the U.S. DOT's decision immediately upon receiving the written notice. U.S. DOT decisions are final and binding on the District only.

IX. MONITORING AND RECORDKEEPING

A. Bidders List

The District will require all prime contractors bidding on FTA-assisted contracts to return, at the time of bid opening (options apply as to the time this information is required so long as it is prior to the award of the contract), the following information about the prime contractor and all subcontractors who provided a bid or were contacted by the prime:

DISADVANTAGED BUSINESS ENTERPRISE
POLICY & PROGRAM FISCAL YEAR 2000-2001

Firm name
Firm address
Firm's status as a DBE or non-DBE
Age of the firm
Type of work

The District will use this information to maintain and update its Bidders List.

B. Monitoring Payments to DBEs

It is the contractor's responsibility to maintain records and documents for three (3) years following the performance of the contract. These records will be made available for inspection upon request by any authorized representative of the District, FTA, or U.S. DOT. This reporting requirement is also extended to any certified DBE subcontractor.

The District will perform interim audits of contract payments to DBEs. The audit will review payments to DBE subcontractors to ensure that the actual amount paid to DBE subcontractors equals or exceeds the dollar amounts stated in the report of proposed DBE participation.

C. Reporting to FTA

The District will continue to report DBE participation and annual overall goal setting methods to the FTA as directed. Statistical data will be maintained as prescribed on a semiannual basis to provide reports to FTA reflecting the DBE participation on the District's federally assisted procurement activities. These reports will provide DBE participation information on the District's race-neutral contracts, race-conscious contracts, and the combined DBE participation on all federally assisted procurement activities.

X. PUBLIC PARTICIPATION AND OUTREACH EFFORTS

The District's activities managing public participation and outreach efforts are directed at assisting the District to solicit public input to set overall annual DBE participation goals and meet District overall annual DBE goals.

In establishing overall annual DBE goals, the District will provide for public participation. This will include:

Prior to finalizing the Annual Overall Goals Analysis Report, the District will consult with U.S. DOT agencies, other FTA grantees, minority, women's and general contractor groups, community organizations, or other officials or organizations that could be expected to have information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and the District's efforts to establish a level playing field for the participation of DBEs.

The District will publish an annual notice announcing its proposed overall goals, informing the public that the District's Overall Annual Goals Analysis Report is available

DISADVANTAGED BUSINESS ENTERPRISE
POLICY & PROGRAM FISCAL YEAR 2000-2001

for inspection during normal business hours at the DBE Administrator's Office for a period of thirty (30) days and that the District will accept comments on the proposed goals for forty-five (45) days from the date of the notice. The notice will be distributed in general circulation media, local minority-focused media, and trade association publications.

The measures described in 49 CFR Part 26.51, focusing on race-neutral means will be actively pursued, and the District also will encourage its contractors to make similar outreach efforts to include DBE participation in subcontracting opportunities. In conjunction with the UCP, the District will continue to organize and offer training programs for meeting DBE eligibility requirements, familiarize potential contractors with District procurement procedures and requirements, and to otherwise develop effective programs to further the inclusion of DBEs in the District's contracting activities.

APPENDIX A

**DBE CERTIFICATION APPLICATION FORM AND DOCUMENTATION
REQUIREMENTS SUMMARY**



Department of Consumer & Business Services
Office of Minority, Women & Emerging Small Business

350 Winter St. NE, Room 300
Salem, Oregon 97301-3878
Phone: (503) 947-7976, Fax: (503) 373-7041
<http://www.cbs.state.or.us/omwesb/>

Disadvantaged Business Enterprise (DBE) Certification Requirements

The Oregon Department of Consumer & Business Services Office of Minority, Women and Emerging Small Business (OMWESB) is responsible for the certification of all Disadvantaged Business Enterprises (DBE) in Oregon. This program is authorized by state law (ORS 200) and U.S. Department of Transportation regulations in accordance with 49 CFR 26.

To be certified, you must complete and return the enclosed application form and the required documentation specific to your legal structure. Your application will be assigned and reviewed according to the date it was received. A certification specialist will contact you to schedule an interview.

Note: If your firm is located outside Oregon, you must seek certification in your home state **before** applying for DBE certification in Oregon.

If your firm is certified, you will receive a letter of confirmation. Recertification is **required** every three years after the initial certification. Once certified, your firm will appear in our on-line directory of certified firms.

To qualify as a DBE, all of the following criteria must be met:

- The business must be at least 51 percent owned by one or more qualifying individuals.
- To qualify, the majority owner or owners must be socially and economically disadvantaged and must be citizens of the United States or lawfully admitted permanent residents and must meet criteria under (1) or (2), below:
 - (1) Any individual who a recipient finds to be a socially and economically disadvantaged individual on a case-by-case basis.
 - (2) Any individual in the following groups, members of which are rebuttably presumed to be socially and economically disadvantaged:
 - (i) "Black Americans," which includes persons having origins in any of the Black racial groups of Africa;
 - (ii) "Hispanic Americans," which includes persons of Mexican, Puerto Rican, Cuban, Dominican, Central or South American, or other Spanish or Portuguese culture or origin, regardless of race;
 - (iii) "Native Americans," which includes persons who are American Indians, Eskimos, Aleuts, or Native Hawaiians;
 - (iv) "Asian-Pacific Americans," which includes persons whose origins are from Japan, China, Taiwan, Korea, Burma (Myanmar), Vietnam, Laos, Cambodia (Kampuchea), Thailand, Malaysia, Indonesia, the Philippines, Brunei, Samoa, Guam, the U.S. Trust Territories of the Pacific Islands (Republic of Palau), the Commonwealth of the Northern Marianas Islands, Macao, Fiji, Tonga, Kiribati, Juvalu, Nauru, Federated States of Micronesia, or Hong Kong;
 - (v) "Subcontinent Asian Americans," which includes persons whose origins are from India, Pakistan, Bangladesh, Bhutan, the Maldives Islands, Nepal, or Sri Lanka;
 - (vi) Women, regardless of ethnicity; or
 - (vii) Any additional groups whose members are designated as socially and economically disadvantaged by the Small Business Administration (SBA), at such time as the SBA designation becomes effective.

- The applicant owner(s) must have day-to-day managerial and operational control over all aspects of the business.
- The applicant owner(s) must have made real and substantial contribution of capital or expertise for their ownership interest in the business. The source of capital contribution must be derived from verifiable resources.
- The qualifying owner(s) personal net worth cannot exceed \$750,000. Please refer to implementation of 49 CFR 26 information packet.
- This must be a small business whose average annual gross receipts for the previous three fiscal years (for itself and its affiliates) do not exceed the amounts shown for the following categories:
 - General contractor — \$16,600,000
 - Specialty contractor — \$11,500,000
 - Engineering, architectural and surveying firms — \$4 million
 - Non-construction firms — Standard Industrial Classification (SIC) codes. (You may contact this office if you need assistance in determining size standard.)



Department of Consumer & Business Services
Office of Minority, Women & Emerging Small Business

350 Winter St. NE, Room 300
Salem, Oregon 97301-3878
Phone: (503) 947-7976, Fax: (503) 373-7041
<http://www.cbs.state.or.us/omwes/>

**Application for Certification
Disadvantaged (DBE), Minority (MBE), Women (WBE) Business Enterprise**

For office use only

Certification no.: _____

1. Name of firm: _____

Corporation name (if applicable): _____

Business address: _____

City: _____ County: _____ State: _____ ZIP: _____

Mailing address (if different): _____

City: _____ State: _____ ZIP: _____

Phone: () _____ Fax: () _____

E-mail or Web site: _____

Owner's full name: _____ Title: _____

Please list other business name(s) previously used: _____

2. Has your company been certified by other DBE/MBE/WBE programs? ☐ Yes ☐ No

If "yes," please list all agencies and **include** proof of certification: _____

Is the firm currently certified by the Federal Small Business Administration Section 8(a)?

☐ Yes ☐ No

If yes, please include a copy of the certification letter.

Has this firm or any of its owners ever been denied certification or decertified? ☐ Yes ☐ No

If "yes," from which agency: _____

Date of denial: _____ Date of decertification: _____

3. Firm is applying as a:

☐ Disadvantaged Business Enterprise (DBE)

☐ Minority Business Enterprise (MBE)

☐ Woman Business Enterprise (WBE)

Note: Refer to "Tips to Expedite the Certification Process" for explanation of these programs.

4. Legal structure: ☐ Sole Proprietorship ☐ Partnership ☐ Limited Liability Co. (LLC) ☐ Corp.

Date you acquired majority ownership: __/__/__

Date incorporated (if applicable): __/__/__

5. Is the applicant's firm a subsidiary or division of another business? ☐ Yes ☐ No
6. Please use the enclosed Department of Transportation commodity codes list to identify your firm's capabilities. In the table below, list the applicable code number and code description. Under "firm capability," describe the products or services your firm offers.

Code no.	Code description	Firm capability
Example 1-03-67	Painting	Commercial, interior only

Please identify your **primary** line of work using the enclosed two page condensed Standard Industrial Classification (SIC) code list: Code: __ __ __ __ Description: _____

7. How did you start or acquire your ownership interest in this business? _____

8. List dollar amount invested by any individual(s) to start or buy this business. **Attach sources** of financing and supportive documents (loan agreements, receipts, cancelled checks, initial bank statements, CDs etc.) If other, please explain on an attached page:

Name/position	Money	Equipment	Other-explain
-----	\$ -----	\$ -----	\$ -----
-----	\$ -----	\$ -----	\$ -----
-----	\$ -----	\$ -----	\$ -----

9. Do you **own** office equipment, field equipment, or vehicles used in the business? ☐ Yes ☐ No
If "yes," please include copy of equipment list and estimated value.
10. Do you **lease** office equipment, field equipment or vehicles used in the business? ☐ Yes ☐ No
If "yes," please include copy of lease agreement(s).

11. Does your firm share any resources (employees/personnel, office space or facilities, equipment, storage space, financing) with any other firm or individual? ☐ Yes ☐ No

If "yes," identify company and the resources shared and explain: _____

12. Do you own or lease the company office space? ☐ Own ☐ Lease

If **leased**, please include a copy of lease agreement.

13. Where is equipment stored? _____

14. Ownership. List **all** individuals who have an ownership interest in this business.
(If not a U.S. citizen, proof of legal residence must be submitted.)

Name	Race or ethnic origin	Gender	Years of ownership	Ownership/voting percent	Hours worked weekly	U.S. resident or citizen
		<input type="checkbox"/> F <input type="checkbox"/> M				<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> F <input type="checkbox"/> M				<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> F <input type="checkbox"/> M				<input type="checkbox"/> Yes <input type="checkbox"/> No

15. List **officers** and **directors** (corporations only):

Name/title	Director	Race or ethnic origin	Gender	Years with corporation	Hours worked weekly
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> F <input type="checkbox"/> M		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> F <input type="checkbox"/> M		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> F <input type="checkbox"/> M		

16. List **managers** and **members** (LLCs only):

Name/title	Manager	Member	Race or ethnic origin	Gender	Years with company	Hours worked weekly
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> F <input type="checkbox"/> M		
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> F <input type="checkbox"/> M		
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> F <input type="checkbox"/> M		

17. Management and control of firm. Identify by name, race or ethnic origin, gender, and title **all** individuals (owners and non-owners) who are responsible for the day-to-day operation and policy decision-making, including those with primary responsibility:

Responsibility	Name/title	Race or ethnic origin	Gender	Annual salary
Financial decisions			<input type="checkbox"/> F <input type="checkbox"/> M	
Estimating			<input type="checkbox"/> F <input type="checkbox"/> M	
Marketing/sales			<input type="checkbox"/> F <input type="checkbox"/> M	
Personnel decisions			<input type="checkbox"/> F <input type="checkbox"/> M	
Purchasing equipment			<input type="checkbox"/> F <input type="checkbox"/> M	
Field supervision			<input type="checkbox"/> F <input type="checkbox"/> M	
Signatory on major documents			<input type="checkbox"/> F <input type="checkbox"/> M	

18. What is your spouse's involvement in this business? _____

What is your spouse's occupation, and where is he or she employed? _____

19. If license or permit is required to provide product or service, list below and **attach** a copy (e.g. city business license, contractor's license, engineer/architect license, etc.).

Name of qualifying individual	Type of license/permit	License/permit no.	Expires

20. Bonding: Name of surety agent: _____

Contact person: _____ Phone no.: _____

Bonding limit: \$ _____

21. Insurance coverage: Name of insurance company: _____

Agent: _____ Phone no.: _____

Amount and type of coverage: _____

22. Please list major customers or projects of the business for the past two years (list most-recent first). If new business, list previous business references:

Customer/contract	Phone	Contact person	Work performed	Contract amount	Year	(*)

(*) Indicate whether you were: (P) prime contractor, (J) joint venture, (SUB) subcontractor.

23. Gross receipts for the business:

Submit the past three years' federal tax return(s) for the business or those filed since the business has been in operation, if that is less than three years.

State the ending date of firm's fiscal year: (month) _____ (year) _____

If your business has been in operation for *less than one year*, please provide the total gross receipts from start of business to date of this application:

Total gross receipts: \$ _____, from: (month) _____ (year) _____ to: (month) _____ (year) _____

24. Number of employees for the business, including owner(s): full-time _____ part-time _____

25. Number of employees for affiliates and/or subsidiaries: full-time _____ part-time _____

26. List other businesses in which you or any other owners have ownership: _____

Please read the following affidavit carefully and sign it in the presence of a certified notary public:

Affidavit

I do solemnly declare and affirm, under penalty of perjury as defined in ORS 162.065, that the contents of the foregoing documents are true and correct and include all information necessary to identify and explain the operation of _____ (name of firm), as well as the ownership thereof. The undersigned, in addition, swears that this business is at least 51 percent owned by one or more minorities or women whose management and daily business operations are controlled by one or more of such individuals, pursuant to ORS 200.005, administrative rules of the Office of Minority, Women and Emerging Small Business, and Department of Transportation DBE regulation 49 CFR 26. **Any material misrepresentation will be grounds for denial or revocation of certification and initiation of action under federal or state laws concerning false sworn statements.**

Signature of owner/applicant: _____

Name (please print): _____

Title: _____ Date: _____

On this _____ day of _____, 200____ before me appeared _____, who being duly sworn did execute the foregoing affidavit, and did state that she/he was properly authorized by _____ (name of firm) to execute the affidavit and did so as her/his free act and deed.

Notary seal here

State of: _____

Notary public: _____

Commission expires: _____

TO: All DBE Firms

FR: Cheri Tebeau-Harrell, Certification Manager

RE: Implementation of New Federal Regulations - 49 CFR Part 26

The Office of the Secretary of the U.S. Department of Transportation has published notice of new regulations for the operation of its Disadvantaged Business Enterprise (DBE) program. The new regulations which became effective March 4, 1999, are established in 49 CFR Part 26 and **replace** 49 CFR Part 23.

The new regulations changed various aspects of the DBE program, including the certification eligibility criteria. One of the first steps in conjunction with ODOT and FHWA requirements is to verify the Social and Economic Disadvantage and Personal Net Worth of the DBE owner(s) as a condition of certification. Enclosed is the "Certification of Social and Economic Disadvantage and Statement of Personal Net Worth." Each disadvantaged owner must complete these forms and provide supporting documentation of personal net worth. If assets are jointly held, please record total amount, identify as joint, and complete the enclosed form attesting to the fact that you and your spouse do not have legally separate assets. If the disadvantaged owner's spouse has assets that are legally separate from the disadvantaged owner's assets, please include a separate Personal Net Worth worksheet for the spouse (photocopies of the form may be used). These forms, along with the notarized statement, must be returned to OMWESB with your application.

If you have any questions regarding the new federal regulations or the information requested by the enclosed form, you may contact Cheri Tebeau-Harrell, Certification Manager for OMWESB at (503) 947-7948. The new DBE rule is available on the Internet at: <http://osdbuweb.dot.gov/programs/dbe/dbe.htm>.

T:\Stevensae\pnw_CFR.doc (01/28/00)

DBE Application - Supplement 1

**CERTIFICATION OF SOCIAL AND ECONOMIC DISADVANTAGE
AND STATEMENT OF PERSONAL NET WORTH**

State of _____)

County of _____)

I, _____, being first duly sworn upon oath state the following:

I am an owner (i.e., proprietor, shareholder, partner) of _____(firm).
NOTE: Each owner relied upon for DBE eligibility must complete this form.

I hereby swear or affirm that I am a "socially and economically disadvantaged" individual for purposes of certification as a Disadvantaged Business Enterprise according to 49 CFR Part 26.

*See attached for definition of "socially and economically disadvantaged individual."

I hereby swear or affirm that my personal net worth does not exceed \$750,000, **excluding the equity in my primary residence and the firm which is currently certified, or for which I am applying for certification as a Disadvantaged Business Enterprise.** I have attached documents (e.g., statements of personal net worth, financial statements, tax returns) to this affidavit that verify my personal net worth.

Owner's Signature: _____ Date: _____

Printed Name: _____ Title: _____

Subscribed and sworn to before me this ____ day of _____, 20__.

State of: _____

Notary Public: _____

My Commission Expires: _____

This form, the information contained therein and attached documents shall be kept confidential. These materials shall only be provided to a third party with the written consent of the individual to whom the information pertains. (See 49 CFR Part 26.)

PERSONAL NET WORTH AND DETERMINATION OF SOCIAL DISADVANTAGE

Complete this form for: (1) each socially disadvantaged proprietor, (2) each socially disadvantaged limited and general partner whose combined interest totals 51% or more, (3) each socially disadvantaged limited liability member, or (4) each socially disadvantaged stockholder making up 51% or more of voting stocks. If the manager of the company is a socially disadvantaged individual separate and apart from the owner, this individual must complete a copy of this form as well.

Name: _____ Residence Phone: () _____

Residence Address (Include City, State, & Zip): _____

Business Name: _____ Business Phone: () _____

Business Address (Include City, State, & Zip): _____

DETERMINATION OF SOCIAL DISADVANTAGE

In considering whether an owner has experienced social disadvantage based upon the effects of discrimination, the applicant for DBE status shall take into account whether the owner has held himself or herself out to be a member of a disadvantaged group, has acted as a member of a community of disadvantaged persons, and would be identified by persons in the population at large as belonging to the disadvantaged group.

I certify that I have read and understand the above statement. I further certify that I have experienced social disadvantage based on discrimination because of my: (mark all that apply) *(This statement is valid only when signed by the individual claiming social disadvantage)*

_____ race _____ ethnicity _____ gender _____ other (Please explain on separate sheet)

Signature: _____ Owner/Title: _____

PERSONAL FINANCIAL STATEMENT

As of _____, 19____

ASSETS	(Omit Cents)		(Omit Cents)
Cash on hand and in Banks	\$ _____	Accounts Payable	\$ _____
Savings Accounts	\$ _____	Notes Payable to Banks and Others (Describe in Section 1)	\$ _____
IRA or Other Retirement Account	\$ _____	Installment Account (Auto)	\$ _____
Accounts and Notes Receivable	\$ _____	Installment Account (Other)	\$ _____
Life Insurance – Cash Surrender Value Only (Complete Section 7)	\$ _____	Loan on Life Insurance	\$ _____
Stocks and Bonds (Complete Section 2)	\$ _____	Mortgages on Real Estate (Describe in Section 3)	\$ _____
Real Estate (Describe in Section 3)	\$ _____	Unpaid Taxes (Describe in Section 5)	\$ _____
Automobile(s) – Present Value	\$ _____	Other Liabilities (Describe in Section 6)	\$ _____
Other Personal Property (Describe in Section 4)	\$ _____	Total Liabilities	\$ _____
Other Assets (Describe in Section 4)	\$ _____		
Total Assets	\$ _____	Net Worth (Total Assets minus Total Liabilities)	\$ _____

Source of Income

Contingent Liabilities

Salary	\$ _____	As Endorser or Co-Maker	\$ _____
Net Investment Income	\$ _____	Legal Claims & Judgements	\$ _____
Real Estate Income	\$ _____	Provision for Federal Income Tax	\$ _____
Other Income	\$ _____	Other Special Debt	\$ _____

Section 1. Notes Payable to Bank and Others (Use attachments if necessary. Each attachment must be identified as a part of this statement and signed.)

Name and Address of Noteholder (s)	Original Balance	Current Balance	Payment Amount	Frequency (monthly, etc.)	How Secured or Endorsed Type of Collateral

Section 2. Stocks and Bonds (Use attachments if necessary. Each attachment must be identified as a part of this statement and signed.)

Number of Shares	Name of Securities	Cost	Market Value Quotation / Exchange	Date of Quotation / Exchange	Total Value

Section 3. Real Estate owned (List each parcel separately. Use attachments if necessary. Each attachment must be identified as a part of this statement and signed.)

	Property A (Primary Residence)	Property B	Property C
Type of Property			
Address			
Date Purchased			
Original Cost			
Present Market Value			
Name and Address of Mortgage Holder			
Mortgage Account Number			
Mortgage Balance			
Amount of Payment per Month/Year			
Status of Mortgage			

Section 4. Other Personal Property (e.g., household furnishings, jewelry, artwork) **and Other Assets** (Describe, and if any is pledged as security, provide name and address of lien holder, amount of lien, terms of payment, and if delinquent, describe delinquency.)**Section 5. Unpaid Taxes** (Describe in detail as to type, to whom payable, when due, amount, and to what property, if any, a tax lien attaches.)

Section 6. Other Liabilities (Describe in detail.)**Section 7. Life Insurance Held** (Give face amount and cash surrender value of policies – name of insurance company and beneficiaries.)

I hereby certify that I have made no transfers of assets during the two years immediately proceeding the date of this statement, except as follows:

Description of Asset	To Whom Transferred/Relationship To Transferee	Purpose of Transfer	Date of Transfer	Value of Asset At time of Transfer	Consideration Received For Transfer

I authorize the Oregon Office of Minority, Women and Emerging Small Business to verify the accuracy of the statements made in order to determine whether I meet the standards of social and economic disadvantage for participation in the DBE Program in the State of Oregon. These statements are true and correct to the best of my knowledge.

Signature:

Title:

SSN:

Date:

APPENDIX B

STANDARD INDUSTRIAL CLASSIFICATION (S.I.C. CODE LIST)

0780 Landscape and Horticultural Services

1600 Heavy Construction

1700 Specialty Trades

3400 Fabricated Metal Products

8710 Engineering & Architectural Services

8730 Research/Testing Services

8990 Misc. Professional Services



Department of Consumer & Business Services
Office of Minority, Women & Emerging Small Business

350 Winter St. NE, Room 300
Salem, Oregon 97301-3878
Phone: (503) 947-7976, Fax: (503) 373-7041
<http://www.cbs.state.or.us/omwesb/>

Standard Industrial Classification (S.I.C. Code List)

Please select the four-digit number that most closely identifies your type of business from the following condensed list. Write the four-digit number in the space provided on your form.

Division A — Agriculture, Forestry & Fishing

0100	Agricultural Production-Crops	0780	Landscape and Horticultural Services	0920	Fish Hatcheries & Preserves
0200	Agricultural Production-Livestock			0970	Hunting, Trapping & Game Propagation
0700	Agricultural Services	0800	Forestry		
0740	Veterinary Services	0910	Commercial Fishing		

Division B — Mining

1000	Metal Mining	1300	Oil & Gas Extraction	1400	Nonmetallic Minerals Including Stone, Sand & Gravel
1200	Coal Mining				

Division C — Construction

1520	Residential Building Construction	1620	Heavy Construction	1740	Masonry, Stonework & Plastering
1530	Operative Builders Who Construct & Sell Buildings On Their Own	1710	Plumbing, Heating & Air Conditioning	1750	Carpentry & Flooring
1540	Nonresidential Building Construction	1720	Painting, Paper Hanging & Decorating	1760	Roofing & Sheet Metal Work
1610	Highway & Street Construction	1730	Electrical Work	1770	Concrete Work
				1780	Water Well Drilling
				1790	Misc. Special Trade Contractors

Division D — Manufacturing

2010	Meat Products	2840	Soap, Detergents & Cleaning Preparations	3710	Motor Vehicles & Equipment
2020	Dairy Products			3720	Aircraft & Parts
2030	Canned & Preserved Fruit & Vegetables	2850	Paints, Vanishes & Allied Products	3730	Ship & Boat Building & Repairing
2040	Grain Mill Products	2860	Industrial Organic Chemicals	3740	Railroad Equipment
2050	Bakery Products	2870	Agricultural Chemicals	3750	Motorcycles, Bicycles & Parts
2060	Sugar & Confectionery Products	2890	Misc. Chemical Products	3790	Misc. Transportation Equipment
2070	Fats & Oil	2910	Petroleum Refining	3800	Measuring, Analyzing & Controlling Instruments
2080	Beverages	2950	Paving & Roofing Materials	3910	Jewelry, Silverware & Plated Ware
2090	Food Preparations & Products	2990	Products Of Petroleum & Coal	3930	Musical Instruments
2100	Tobacco Manufacturers	3000	Rubber & Misc. Plastic Products	3940	Toys & Amusement, Sporting & Athletic Goods
2200	Textile Mill Products	3100	Leather Tanning & Finishing & Leather Products	3950	Pens, Pencils & Other Office & Artists Materials
2300	Apparel & Other Finished Products	3200	Stone, Clay, Glass & Concrete Products	3960	Costume Jewelry, Novelties, Buttons & Notions
2400	Lumber & Wood Products			3990	Misc. Manufacturers
2500	Furniture & Fixtures	3300	Primary Metal Industries		
2600	Paper & Allied Products	3400	Fabricated Metal Products		
2700	Printing & Publishing	3500	Machinery, Except Electrical		
2810	Industrial Inorganic Chemicals	3600	Electrical & Electronic Machinery, Equipment & Supplies		
2820	Plastics, Materials & Synthetics				
2830	Drugs				

Division E — Transportation, Communications, Electric, Gas & Sanitary Services

4000	Railroad Transportation	4210	Trucking, Local & Long Distance	4830	Radio & Television Broadcasting
4110	Local & Suburban Passenger Transportation	4220	Public Warehousing	4890	Misc. Communication Services (NEC)
4120	Taxis	4230	Terminal Maintenance For Motor Freight Transport	4910	Electric Services
4130	Intercity & Rural Highway Passenger Transportation	4400	Water Transportation	4920	Gas Production & Distribution
4140	Passenger Transportation Charter Service	4500	Transportation By Air	4930	Combination Electric & Gas & Other Utility Services
4170	Terminal & Service Facilities For Motor Vehicle Passenger Transportation	4600	Pipelines, Except Natural Gas	4940	Water Supply
		4700	Misc. Transportation Services	4950	Sanitary Services
		4810	Telephone Communication (Wire Or Radio)	4970	Irrigation Systems
		4820	Telegraph Communication (Wire Or Radio)		

Division F — Wholesale Trade

5010	Motor Vehicles, Automotive Parts & Supplies	5050	Metals & Minerals, Except Petroleum	5130	Apparel, Piece Goods & Notions
5020	Furniture & Home Furnishings	5060	Electrical Goods	5140	Groceries & Related Products
5030	Lumber & Other Construction Materials	5070	Hardware, Plumbing & Heating Equipment & Supplies	5150	Farm-Product Raw Materials
5040	Sporting, Recreational, Photographic, Hobby Goods, Toys & Supplies	5080	Machinery, Equipment & Supplies	5160	Chemicals & Allied Products
		5090	Misc. Durable Goods	5170	Petroleum & Petroleum Products
		5110	Paper & Paper Products	5180	Beer, Wine & Distilled Alcoholic Beverages
		5120	Drugs, Proprietaries & Sundries	5190	Misc. Nondurable Goods

Division G — Retail Trade

5200	Building Materials Dealers Including Lumber, Hardware & Mobile Home Dealers	5540	Gasoline Service Stations	5920	Liquor Stores
5260	Retail Nurseries & Garden Stores	5550	Boat Dealers	5930	Used Merchandise Stores
5300	General Merchandise Stores	5560	Recreation & Utility Trailer Dealers	5940	Retail Goods Stores Such As Sporting Goods, Bicycles, Books, Stationery, Jewelry & Hobby Stores
5400	Food Stores Including Candy Stores	5570	Motorcycle Dealers		
5510	Motor Vehicle Dealers (New And/ Or Used)	5590	Misc. Automotive Dealers	5960	Nonstore Retailers
5530	Auto & Home Supply Stores	5600	Apparel & Accessory Stores	5961	Catalog & Mail Order Houses
		5700	Furniture & Home Furnishing Stores	5980	Fuel & Ice Dealers
		5800	Eating & Drinking Places	5990	Misc. Retail Stores (NEC)
		5910	Drug Stores & Proprietary Stores		

Division H — Finance, Insurance & Real Estate

6000	Banking	6500	Real Estate Including Cemeteries	6720	Investment Offices
6100	Credit Agencies Other Than Banks	6512	Nonresidential Building Operators	6730	Trust Consisting Of Establishment Primarily Engaged In The Management Of The Funds Of Individual Trust & Foundations
6200	Security & Commodity Brokers, Dealers, Exchanges & Services	6513	Apartment Building Operators		
6300	Insurance Including Insurance Carriers Of All Types	6530	Real Estate Agent Managers	6790	Misc. Investors
6330	Insurance Carriers	6600	Any Combination Of Real Estate, Insurance, Loans & Law Offices		
6400	Insurance Agents, Brokers & Service	6710	Holding Offices Which Hold Or Own Securities For The Purpose Of Exercising Some Degree Of Control Over Companies		

Division I — Services

7000	Hotels, Rooming Houses, Camps & Other Lodging Places	7620	Electrical Repair Shops	8200	Educational Services Such As Libraries, Schools, Including Nondegree Granting Schools, Except Dancing Schools
7210	Laundry, Cleaning & Garment Services	7630	Watch, Clock & Jewelry Repair		
7220	Photographic Studios (Portrait)	7640	Reupholstery & Furniture Repair	8320	Individual & Family Social Services
7230	Beauty Shops & Barber Shops	7690	Misc. Repair Shops	8330	Job Training & Related Social Services
7250	Shoe Repair, Shoe Shine & Hat Cleaning Shops	7810	Motion Picture Production & Distribution & Allied Services		
7260	Funeral Service & Crematories	7830	Motion Picture Theaters	8350	Child Day Care Services
7290	Personal Services	7910	Dance Halls, Studios & Schools	8360	Residential Care
7310	Advertising	7920	Theatrical Producers	8380	Senior Citizens Association
7320	Credit Reporting, Mercantile Reporting, Adjustment & Collection Agencies	7930	Bowling Alleys, Billiard & Pool Establishments	8390	Misc. Social Services
7330	Mailing, Reproduction, Commercial Art, Photography & Stenographic Services	7940	Commercial Sports	8400	Museums, Botanical & Zoological Gardens
7340	Services To Dwellings & Other Buildings	7990	Misc. Amusement & Recreation Services	8610	Business Associations
7350	News Syndicates	7997	Membership Sports & Recreation Clubs	8620	Professional Associations
7360	Personnel Supply Services	8010	Offices Of Licensed Physicians	8630	Labor Organizations
7370	Computer & Data Processing Services	8020	Offices Of Licensed Dentists	8640	Civic & Social Associations
7389	Misc. Business Services	8030	Offices Of Licensed Osteopathic Physicians	8650	Political Organizations
7510	Automobile Rental & Leasing	8040	Offices Of Other Health Practitioners	8660	Religious Organizations
7520	Automobile Parking	8050	Nursing & Personal Care Facilities	8680	Farm Granges
7530	Auto Repair Shops	8060	Hospitals	8710	Engineering & Architectural Services
7540	Automotive Services, Except Repair	8070	Medical & Dental Laboratories	8721	Accounting, Auditing & Bookkeeping
		8080	Outpatient Care Facilities	8731	Research Organizations
		8090	Misc. Health & Allied Services	8990	Misc. Services
		8100	Legal Services	9200	Justice, Public Order & Safety
				0000	Not Yet Organized Or Inactive

APPENDIX C

**DBE LIST FROM THE OFFICE OF MINORITY, WOMEN AND EMERGING SMALL
BUSINESS**



OMWESB Certified Firm(s) Information Query

Certification Descriptions: *Federal contracting:* Disadvantaged Business Enterprise (DBE); *State / local contracting:* Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Emerging Small Business (ESB).

Found 25 firms matches for Certification Type=Disadvantaged Business Enterprise County=LANE

Firm Information	<div> <div> ODOT CODE / CODE DESCRIPTION COMMODITY DESCRIPTION CERTIFIED PROGRAM </div> <div> NIGP CODE </div> </div>
Certification Number 141 AIKEN-FORD LUMBER CO PO BOX 21835 EUGENE, OR 97402 Phone # (541)344-0223 Fax # (541)344-1557 buywood@aikenlumber.com JAMIE AIKEN	<div> 30149 / LUMBER (SUPPLIER) DIMENSIONAL LUMBER, TREATED LUMBER, TIMBERS, FIRE RETARDANT LUMBER, PILINGS, CHAMFER, PLYWOOD DBE WBE </div> <div>54000</div>
Certification Number 193 ANDERSONS EROSION CONTROL INC PO BOX 205 JUNCTION CITY, OR 97448 Phone # (541)998-2062 Fax # (541)998-3261 CLARA ANDERSON	<div> 10394 / TRUCKING (HWY/RD) DUMP TRUCK SERVICES - HAULING AND PLACING DBE WBE </div> <div>96239</div>
	<div> 10140 / LANDSCAPE MAINTENANCE (RES/COM) DBE WBE </div> <div>98836</div>
	<div> 10385 / SEEDING (HWY/RD) HYDROSEEDING FOR EROSION CONTROL ONLY DBE WBE </div> <div>79020</div>
Certification Number 212 ANN CHRISTENSEN ENVIRONMENTAL DESIGN 490 WEST 29TH AVE EUGENE, OR 97405 Phone # (541)485-3422 Fax # (541)485-3422 acenvdes@aol.com ANN CHRISTENSEN	<div> 20310 / LANDSCAPE DESIGN (TECH/PROF) LANDSCAPE RESTORATION, PLANTING AND SPECIAL DESIGN DBE WBE </div> <div>90656</div>
	<div> 20704 / BIOLOGICAL/ECOLOGICAL/ENVIRONMENTAL (TECH/PROF) STREAM INVENTORY: STORM WATER MANAGEMENT, STREAM STABILIZATION, BIOENGINEERING TECHNIQUES, EROSION STABILIZATION; WETLAND MITIGATION AND DESIGN, HABITAT RESTORATION DBE WBE </div> <div>92600</div>
	<div> 20722 / PLANNERS (TECH/PROF) WATERSHED PLANNING, CIP AND BMP PROPOSALS, MULTI-OBJECTIVE HUMAN AND STORMWATER PROJECTS, LANDSCAPE ECOLOGY DBE WBE </div> <div>96200</div>

Certification Number 2465 CRAFTRIGHT BUILDERS 324 N 20TH COTTAGE GROVE, OR 97424 Phone # (541)942-8406 Fax # (541)767-2309 DAVID PARTLOW	10113 / DRYWALL/SHEETROCK (RES/COM) DBE MBE ESB 91075
	10104 / CARPENTRY (RES/COM) DBE MBE ESB 91006
	10107 / CONCRETE WORK (RES/COM) FOOTINGS AND STEM, NO FLAT WORK DBE MBE ESB 90924

Certification Number 469 DBA INC PO BOX 193 SPRINGFIELD, OR 97477 Phone # (541)746-4098 Fax # (541)746-4098 dbana@earthlink.net NANETTE ADKINS	20701 / ANALYSIS/RESEARCH/STUDIES (TECH/PROF) RESEARCH/INVESTIGATION OF: COMPANIES, JOB APPLICANTS, TENANTS, THEFT, FRAUD, DAMAGE CLAIMS, ETC. LOCATE MONEY GOODS AND PEOPLE, ETC. DBE WBE 94636
	43500 / SECURITY/INVESTIGATION (SERVICES) INVESTIGATION OF: COMPANIES, JOB APPLICANTS, TENANTS, THEFT, FRAUD, DAMAGE CLAIMS, ETC. LOCATE MONEY GOODS AND PEOPLE, ETC. DBE WBE 94636

Certification Number 476 DEBBIE PETREE 30143 MONTMORENCE DRIVE JUNCTION CITY, OR 97448 Phone # (541)688-5336 Fax # (541)688-6538 DEBBIE PETREE	10119 / EXCAVATING (RES/COM) RESIDENTIAL/COMMERCIAL DBE MBE WBE 96839
	10394 / TRUCKING (HWY/RD) ALSO COMMERCIAL WORK DBE MBE WBE 96239
	10337 / EXCAVATING (HWY/RD) HIGHWAY/ROAD DBE MBE WBE 96839

Certification Number 1438 DENORVAL UNTHANK ARCHITECT 219 WEST 5TH AVE EUGENE, OR 97401 Phone # (541)484-4249 Fax # (541)484-4322 DENORVAL UNTHANK JR	20301 / ARCHITECTURAL DESIGN (TECH/PROF) DBE MBE 90600
--	---

Certification Number 490 DIANES DOUBLE DUTY 87735 HWY 101 N SP 17 FLORENCE, OR 97439 Phone # (541)997-3213 DIANE SMITH	31516 / JANITORIAL (SUPPLIER) WINDOWS, SHAMPOO; ALL ASPECTS OF CLEANING DBE WBE
---	--

Certification Number 2403 DIONICIO R PERALES GENERAL CONTRACTING 33425 E TATE RD CRESWELL, OR 97426 Phone # (541)895-3426 DIONICIO PERALES	10158 / ROOFING (RES/COM) METAL, SHINGLES, ETC. DBE MBE ESB 77000
	10104 / CARPENTRY (RES/COM) FRAMING AND FINISHING DBE MBE ESB

	10113 / DRYWALL/SHEETROCK (RES/COM) <i>ALL STRUCTURES</i> DBE MBE ESB 91075
	10304 / BRIDGE RAIL (HWY/RD) DBE MBE ESB 96819
	10107 / CONCRETE WORK (RES/COM) <i>ALL CONCRETE WORK, INCLUDING HANDICAPPED ACCESS AND WHEELCHAIR RAMPS</i> DBE MBE ESB 90924
	10379 / REBAR REPLACEMENT/REINFORCEMENT (HWY/RD) DBE MBE ESB 91200
	10310 / CONCRETE FLAT WORK (HWY/RD) DBE MBE ESB 90924
Certification Number 2031 ENVIRONMENTAL SOLUTIONS 2540 PIERCE STREET EUGENE, OR 97405 Phone # (541)343-6585 Fax # (541)338-7676 nholz@efn.org NANCY HOLZHAUSER	20704 / BIOLOGICAL/ECOLOGICAL/ENVIRONMENTAL (TECH/PROF) <i>WETLANDS, BIOLOGICAL ASSESSMENTS</i> DBE WBE ESB 92600
Certification Number 2443 FLY'N N TRUCKING 85938 EDENVALE PLEASANT HILL, OR 97455 Phone # (541)726-9475 NATALIE NICHOLS	10394 / TRUCKING (HWY/RD) <i>DUMP TRUCK, INDEPENDENT TRUCK DRIVER FOR HIRE</i> DBE WBE ESB 96239
Certification Number 594 FORD NESS FASSBENDER INC PO BOX 22735 EUGENE, OR 97402 Phone # (541)344-1852 Fax # (541)344-9923 fnf@teleport.com PAULA NORNESS	20731 / SURVEYING (TECH/PROF) <i>I.E., BOUNDARY, CONSTRUCTION, HYDROLOGY, GPS, ETC.</i> DBE WBE 90779
	20722 / PLANNERS (TECH/PROF) DBE WBE 92561
	20710 / COMPUTER AIDED DESIGN - CAD (TECH/PROF) DBE WBE 92018
	10319 / CONSTRUCTION SURVEYING (HWY/RD) DBE WBE 90779
	20701 / ANALYSIS/RESEARCH/STUDIES (TECH/PROF) DBE WBE 95605

Certification Number 663 HANSEN DRAFTING & GRAPHICS 2310 SNELLING DR EUGENE, OR 97408 Phone # (541)484-6462 Fax # (541)484-6417 carol@hansengraphics.com CAROL HANSEN	20304 / GRAPHIC DESIGN (TECH/PROF) PRESENTATION GRAPHICS DBE WBE 90640
	20737 / TRANSPORTATION / TRANSIT (TECH/PROF) ASSIST WITH TRANSPORTATION RELATED STUDIES DBE WBE 91896
	20710 / COMPUTER AIDED DESIGN - CAD (TECH/PROF) ENGINEERING DESIGN/GRAPHICS DBE WBE 92018
Certification Number 653 HERITAGE RESEARCH ASSOCIATES INC 1997 GARDEN AVENUE EUGENE, OR 97403 Phone # (541)485-0454 Fax # (541)485-1364 heritagere@aol.com KATHRYN TOEPEL	20701 / ANALYSIS/RESEARCH/STUDIES (TECH/PROF) ARCHAEOLOGICAL & HISTORICAL CONSULTING SERVICES DBE WBE 95670
	20704 / BIOLOGICAL/ECOLOGICAL/ENVIRONMENTAL (TECH/PROF) ARCHAEOLOGICAL & HISTORICAL CONSULTING SERVICES DBE WBE 91800
Certification Number 2524 LAW OFFICES OF NYLA L JEBOUSEK 36248 CAMP CK RD SPRINGFIELD, OR 97478 Phone # (541)741-6215 Fax # (541)736-8469 jebousek@law.uoregon.edu NYLA JEBOUSEK	20122 / LEGAL (TECH/PROF) ATTORNEY REPRESENTATION DBE WBE ESB 96149
Certification Number 1011 NINFAS ELITE JANITORIAL SERVICE 635 KOURT DR EUGENE, OR 97404 Phone # (541)689-3650 Fax # (541)689-3650 NINFA ESPINOZA	40301 / JANITORIAL SERVICES COMMERCIAL DBE MBE WBE 91039
	40300 / BUILDING/FACILITY MAINTENANCE (SERVICES) COMMERCIAL DBE MBE WBE 91039
	40304 / WINDOW CLEANING (SERVICES) COMMERCIAL DBE MBE WBE 91039
Certification Number 1160 QUALITY FLAGGERS INC PO BOX 1347 VENETA, OR 97487 Phone # (541)741-8606 Fax # (541)935-0532 DELLA ROBERSON	10393 / TRAFFIC CONTROL (HWY/RD) FLAGGING SERVICES FOR HIGHWAY CONSTRUCTION AND UTILITY WORK. DBE WBE 99046

Certification Number 2256 SCHIRMER SCHLESINGER & ASSOCIATES INC 1725 PEARL ST EUGENE, OR 97401 Phone # (541)686-4540 Fax # (541)686-4577 landscape@clipper.net CAROL SCHIRMER	20310 / LANDSCAPE DESIGN (TECH/PROF) COMMERCIAL/RESIDENTIAL DBE WBE ESB 98852
---	---

Certification Number 1241 SIGNS UNLIMITED 1365 INTERIOR ST STE A EUGENE, OR 97402 Phone # (541)344-7446 Fax # (541)465-9556 marcello@cyberis.net MARCELLO ROSSI	50170 / SIGNS (MANUFACTURER) MANUFACTURE OF COMMERCIAL, ARCHITECTURAL SIGNS DBE MBE 55970
	20304 / GRAPHIC DESIGN (TECH/PROF) LOGOS, SIGNS, SIGN SYSTEMS DBE MBE 90735
	30170 / SIGNS (SUPPLIER) CONSTRUCTION SIGNS DBE MBE 55970
	31531 / SIGNS - HOME/OFFICE/COMMERCIAL (SUPPLIER) COMMERCIAL/BANNERS/GRAPHICS DBE MBE 55970
	10388 / SIGNS (HWY/RD) ROAD SIGNS DBE MBE 55970

Certification Number 1392 TESS'S INC 1466 DOLA ST EUGENE, OR 97402 Phone # (541)607-1064 TERESA WEBB	10393 / TRAFFIC CONTROL (HWY/RD) FLAGGING DBE WBE 99046
	10394 / TRUCKING (HWY/RD) DUMP TRUCK DBE WBE 96239
	10399 / CONSTRUCTION (HWY/RD) NEC STREET CLEANING DBE WBE 96200

Certification Number 1725 TRANS-WATCH 1035 MONROE EUGENE, OR 97402 Phone # (541)334-1786 Fax # (541)334-1786 transwatch@pond.net CHRISTIAN WATCHIE	20701 / ANALYSIS/RESEARCH/STUDIES (TECH/PROF) TRANSPORTATION BEHAVIOR & TRANSIT NEEDS ASSESSMENT DBE WBE 91812
	20737 / TRANSPORTATION / TRANSIT (TECH/PROF) FACILITATION OF PLANNING PROCESSES DBE WBE 91800
	20722 / PLANNERS (TECH/PROF) ORGANIZATIONAL DEVELOPMENT DBE WBE 91875

	20113 / BUSINESS MANAGEMENT (TECH/PROF) <i>FACILITATION</i> DBE WBE 91875
Certification Number 1427 TRIAD STEEL INC 3597 HAYDEN BRIDGE RD SPRINGFIELD, OR 97477 Phone # (541)726-9227 Fax # (541)726-9227 JAMES TALLEY	10379 / REBAR REPLACEMENT/REINFORCEMENT (HWY/RD) <i>SUPPLY & PLACE REBAR</i> DBE MBE 96200
Certification Number 1482 WASH RITE CO PO BOX 2957 FLORENCE, OR 97439 Phone # (541)997-7652 Fax # (541)997-7652 DORIS LUTZ	10161 / SANDBLASTING/POWER WASHING (RES/COM) DBE WBE 96867
	10393 / TRAFFIC CONTROL (HWY/RD) <i>CERTIFIED FLAGGING INSTRUCTOR/TRAFFIC CONTROL; PROVIDE GENERATORS, SIGNS, LIGHT STANDS, PORTABLE SIGNS AND STANDS FOR ROAD CONSTRUCTION</i> DBE WBE 99046
Certification Number 1489 WESTATES FLAGMAN ESCORT INC BOX 5001 EUGENE, OR 97405 Phone # (541)344-0304 Fax # (541)344-8107 TRICIA RAINES WILGUS	10393 / TRAFFIC CONTROL (HWY/RD) <i>FLAGGING HIGHWAY AND OVERSIZE LOADS, PILOT CAR (FOLLOW ME).</i> DBE WBE 99046
Certification Number 1986 WRISC OF NEVADA INC 2065 CLARK AVENUE COTTAGE GROVE, OR 97424 Phone # (541)953-5377 Fax # (541)942-5167 wrisca@aol.com CHRISTINA LUND	20725 / PROJECT MANAGEMENT (TECH/PROF) <i>PROJECT MANAGEMENT FOR WRAP-UP CONSULTING; RISK MANAGEMENT; SAFETY</i> DBE WBE 91875

(1 - 25 of 25)

| [Main Search Page](#) | Search for firm by certification type, commodity offered or location |

Fri May 26 10:58:08 PDT 2000

*If you have questions regarding this document please contact through E-mail or phone:
BAD, OMWESB Web Coordinator (503)(947-7976)*

APPENDIX D

CENSUS BUREAU COUNTY BUSINESS PATTERN - LANE COUNTY REPORT

1997 County Business Patterns for Lane, OR

Contact: cbp@census.gov or 301-457-2580

(For meaning of abbreviations and symbols, see note at end of table)

SIC	Industry	Number of Employees	Annual Payroll (\$1,000)	Total Estab- lishments	Employment-si	
					1-19	20-99 1
----	TOTAL	113,717	2,674,606	9,661	8,456	1,052
07--	AGRICULTURAL SERVICES, FORESTRY, AND FISHING	1,270	25,490	212	196	16
0700	Agricultural services	749	13,024	147	141	6
0720	Crop services	25	471	7	7	0
0740	Veterinary services	299	4,996	35	32	3
0750	Animal services, except veterinary	37	332	17	17	0
0760	Farm labor and management services	(B)	(D)	1	0	1
0762	Farm management services	(B)	(D)	1	0	1
0780	Landscape and horticultural services	341	6,594	83	81	2
0800	Forestry	518	12,420	62	52	10
0900	Fishing, hunting, and trapping	3	46	3	3	0
10--	MINING	274	9,578	15	12	3
1300	Oil and gas extraction	(A)	(D)	1	1	0
1310	Crude petroleum and natural gas	(A)	(D)	1	1	0
1400	Nonmetallic minerals, except fuels	(E)	(D)	13	10	3
1420	Crushed and broken stone	148	4,652	7	5	2
1429	Crushed and broken stone, n.e.c.	148	4,652	7	5	2
1440	Sand and gravel	109	4,146	5	4	1
1442	Construction sand and gravel	109	4,146	5	4	1
1480	Nonmetallic minerals services	(A)	(D)	1	1	0
149\	Administrative and auxiliary	(A)	(D)	1	1	0
15--	CONSTRUCTION	6,756	207,180	1,095	1,018	73
1500	General contractors and operative builders	1,498	44,929	371	354	17
1510	General building contractors	1,347	40,707	346	331	15
1530	Operative builders	150	4,216	23	21	2
1600	Heavy construction, except building	874	40,974	64	51	11
1610	Highway and street construction	387	20,545	33	26	7
1620	Heavy construction, except highway	487	20,429	31	25	4
1700	Special trade contractors	4,384	121,277	660	613	45
1710	Plumbing, heating, air-conditioning	970	25,082	99	93	5
1720	Painting and paper hanging	241	5,023	78	78	0
1730	Electrical work	727	28,988	81	71	9

1740	Masonry, stonework, and plastering	704	15,300	92	81	11
1741	Masonry and other stonework	107	2,252	28	28	0
1742	Plastering, drywall, and insulation	549	11,865	55	45	10
1743	Terrazzo, tile, marble, mosaic work	48	1,183	9	8	1
1750	Carpentry and floor work	233	5,914	76	76	0
1751	Carpentry work	163	4,057	51	51	0
1752	Floor laying and floor work, n.e.c.	70	1,857	25	25	0
1760	Roofing, siding, and sheet metal work	517	12,666	65	57	8
1770	Concrete work	268	6,191	57	55	2
1780	Water well drilling	24	577	6	6	0
1790	Misc. special trade contractors	700	21,500	105	95	10
1791	Structural steel erection	147	4,334	4	1	3
1793	Glass and glazing work	(B)	(D)	3	2	1
1794	Excavation work	120	4,100	31	30	1
1795	Wrecking and demolition work	(B)	(D)	1	0	1
1796	Installing building equipment, n.e.c.	178	6,402	10	7	3
1799	Special trade contractors, n.e.c.	185	4,269	56	55	1
20--	MANUFACTURING	21,021	653,764	800	605	149
2000	Food and kindred products	1,940	46,274	54	33	17
2010	Meat products	(E)	(D)	4	3	0
2011	Meat packing plants	(A)	(D)	2	2	0
2015	Poultry slaughtering and processing	(E)	(D)	2	1	0
2020	Dairy products	185	6,152	6	2	4
2024	Ice cream and frozen desserts	(B)	(D)	3	2	1
2026	Fluid milk	(C)	(D)	3	0	3
2030	Preserved fruits and vegetables	116	4,521	8	5	3
2033	Canned fruits and vegetables	(B)	(D)	6	4	2
2035	Pickles, sauces, and salad dressings	(B)	(D)	1	0	1
2038	Frozen specialties, n.e.c.	(A)	(D)	1	1	0
2040	Grain mill products	244	5,524	7	4	2
2043	Cereal breakfast foods	(C)	(D)	3	1	1
2045	Prepared flour mixes and doughs	(B)	(D)	2	1	1
2048	Prepared feeds, n.e.c.	(B)	(D)	2	2	0
2050	Bakery products	579	14,605	7	3	3
2051	Bread, cake, and related products	(F)	(D)	6	2	3
2052	Cookies and crackers	(A)	(D)	1	1	0
2060	Sugar and confectionery products	(B)	(D)	4	3	1
2064	Candy and other confectionery products	(B)	(D)	2	1	1
2066	Chocolate and cocoa products	(A)	(D)	2	2	0
2070	Fats and oils	(A)	(D)	1	1	0
2077	Animal and marine fats and oils	(A)	(D)	1	1	0
2080	Beverages	167	4,581	4	2	1
2082	Malt beverages	(A)	(D)	1	1	0
2084	Wines, brandy, and brandy spirits	(B)	(D)	2	1	1
2086	Bottled and canned soft drinks	(C)	(D)	1	0	0
2090	Misc. food and kindred products	(C)	(D)	13	10	3

2091	Canned and cured fish and seafoods	(B)	(D)	2	1	1
2095	Roasted coffee	(A)	(D)	2	2	0
2096	Potato chips and similar snacks	(A)	(D)	1	1	0
2097	Manufactured ice	(A)	(D)	1	1	0
2099	Food preparations, n.e.c.	95	1,132	7	5	2
2200	Textile mill products	(A)	(D)	4	4	0
2240	Narrow fabric mills	(A)	(D)	1	1	0
2260	Textile finishing, except wool	(A)	(D)	2	2	0
2261	Finishing plants, cotton	(A)	(D)	2	2	0
2290	Miscellaneous textile goods	(A)	(D)	1	1	0
2299	Textile goods, n.e.c.	(A)	(D)	1	1	0
2300	Apparel and other textile products	112	1,981	20	19	1
2320	Men's and boys' furnishings	(B)	(D)	3	3	0
2321	Men's and boys' shirts	(A)	(D)	1	1	0
2322	Men's and boys' underwear and nightwear	(A)	(D)	1	1	0
2329	Men's and boys' clothing, n.e.c.	(A)	(D)	1	1	0
2330	Women's and misses' outerwear	(A)	(D)	2	2	0
2339	Women's and misses' outerwear, n.e.c.	(A)	(D)	2	2	0
2380	Miscellaneous apparel and accessories	(A)	(D)	1	1	0
2387	Apparel belts	(A)	(D)	1	1	0
2390	Misc. fabricated textile products	(B)	(D)	14	13	1
2391	Curtains and draperies	(B)	(D)	3	2	1
2392	Housefurnishings, n.e.c.	(A)	(D)	1	1	0
2394	Canvas and related products	(A)	(D)	1	1	0
2395	Pleating and stitching	(A)	(D)	2	2	0
2396	Automotive and apparel trimmings	20	517	5	5	0
2399	Fabricated textile products, n.e.c.	(A)	(D)	2	2	0
2400	Lumber and wood products	6,930	211,094	243	188	37
2410	Logging	1,219	38,439	150	143	5
2420	Sawmills and planing mills	1,971	68,708	30	13	11
2421	Sawmills and planing mills, general	(G)	(D)	29	13	10
2429	Special product sawmills, n.e.c.	(B)	(D)	1	0	1
2430	Millwork, plywood and structural members	3,060	83,398	35	14	12
2431	Millwork	25	555	4	4	0
2434	Wood kitchen cabinets	138	5,000	11	8	3
2435	Hardwood veneer and plywood	1,187	25,281	5	0	2
2436	Softwood veneer and plywood	935	25,918	8	2	3
2439	Structural wood members, n.e.c.	775	26,644	7	0	4
2440	Wood containers	9	114	3	3	0
2448	Wood pallets and skids	9	114	3	3	0
2450	Wood buildings and mobile homes	65	1,354	8	8	0
2452	Prefabricated wood buildings	65	1,354	8	8	0
2490	Miscellaneous wood products	606	19,081	17	7	9
2491	Wood preserving	(C)	(D)	2	0	2
2493	Reconstituted wood products	276	10,521	3	0	2
2499	Wood products, n.e.c.	(C)	(D)	12	7	5
2500	Furniture and fixtures	865	21,635	29	20	7

2510	Household furniture	533	12,205	15	11	3
2511	Wood household furniture	(F)	(D)	12	8	3
2512	Upholstered household furniture	(A)	(D)	2	2	0
2514	Metal household furniture	(A)	(D)	1	1	0
2520	Office furniture	(B)	(D)	3	2	1
2521	Wood office furniture	(B)	(D)	3	2	1
2530	Public building and related furniture	(A)	(D)	1	1	0
2540	Partitions and fixtures	296	8,615	10	6	3
2541	Wood partitions and fixtures	(E)	(D)	9	5	3
2542	Partitions and fixtures, except wood	(A)	(D)	1	1	0
2600	Paper and allied products	(F)	(D)	5	3	1
2630	Paperboard mills	(F)	(D)	1	0	0
2650	Paperboard containers and boxes	(B)	(D)	1	0	1
2657	Folding paperboard boxes	(B)	(D)	1	0	1
2670	Misc. converted paper products	(A)	(D)	3	3	0
2675	Die-cut paper and board	(A)	(D)	1	1	0
2679	Converted paper products, n.e.c.	(A)	(D)	2	2	0
2700	Printing and publishing	1,913	52,597	105	85	17
2710	Newspapers	778	19,522	17	11	5
2720	Periodicals	325	9,365	18	12	6
2730	Books	(B)	(D)	9	8	1
2731	Book publishing	(B)	(D)	9	8	1
2740	Miscellaneous publishing	(B)	(D)	11	11	0
2750	Commercial printing	485	11,989	44	39	4
2752	Commercial printing, lithographic	425	10,953	32	27	4
2754	Commercial printing, gravure	(A)	(D)	1	1	0
2759	Commercial printing, n.e.c.	(B)	(D)	11	11	0
2760	Manifold business forms	206	6,612	3	1	1
2790	Printing trade services	6	76	3	3	0
2791	Typesetting	(A)	(D)	2	2	0
2796	Platemaking services	(A)	(D)	1	1	0
2800	Chemicals and allied products	794	25,883	20	11	6
2810	Industrial inorganic chemicals	(A)	(D)	1	1	0
2813	Industrial gases	(A)	(D)	1	1	0
2820	Plastics materials and synthetics	(C)	(D)	4	2	1
2821	Plastics materials and resins	(C)	(D)	2	0	1
2822	Synthetic rubber	(A)	(D)	1	1	0
2824	Organic fibers, noncellulosic	(A)	(D)	1	1	0
2830	Drugs	(B)	(D)	3	2	1
2833	Medicinals and botanicals	(B)	(D)	2	1	1
2834	Pharmaceutical preparations	(A)	(D)	1	1	0
2840	Soap, cleaners, and toilet goods	(A)	(D)	1	1	0
2841	Soap and other detergents	(A)	(D)	1	1	0
2850	Paints and allied products	(C)	(D)	3	1	1
2860	Industrial organic chemicals	(E)	(D)	3	1	1
2861	Gum and wood chemicals	(B)	(D)	1	0	1
2865	Cyclic crudes and intermediates	(C)	(D)	2	1	0

2870	Agricultural chemicals	(A)	(D)	1	1	0
2879	Agricultural chemicals, n.e.c.	(A)	(D)	1	1	0
2890	Miscellaneous chemical products	(B)	(D)	4	2	2
2891	Adhesives and sealants	(B)	(D)	2	0	2
2899	Chemical preparations, n.e.c.	(A)	(D)	2	2	0
2900	Petroleum and coal products	(B)	(D)	1	0	1
2950	Asphalt paving and roofing materials	(B)	(D)	1	0	1
2951	Asphalt paving mixtures and blocks	(B)	(D)	1	0	1
3000	Rubber and miscellaneous plastics products	346	9,894	21	15	5
3010	Tires and inner tubes	(A)	(D)	1	1	0
3060	Fabricated rubber products, n.e.c.	(B)	(D)	3	1	2
3061	Mechanical rubber goods	(B)	(D)	1	0	1
3069	Fabricated rubber products, n.e.c.	(B)	(D)	2	1	1
3080	Miscellaneous plastics products, n.e.c.	260	7,840	17	13	3
3082	Unsupported plastics profile shapes	(A)	(D)	1	1	0
3084	Plastics pipe	(B)	(D)	1	0	1
3085	Plastics bottles	(A)	(D)	1	1	0
3086	Plastics foam products	(A)	(D)	1	1	0
3089	Plastics products, n.e.c.	189	5,436	13	10	2
3100	Leather and leather products	(A)	(D)	3	3	0
3170	Handbags and personal leather goods	(A)	(D)	2	2	0
3171	Women's handbags and purses	(A)	(D)	1	1	0
3172	Personal leather goods, n.e.c.	(A)	(D)	1	1	0
3190	Leather goods, n.e.c.	(A)	(D)	1	1	0
3200	Stone, clay, and glass products	308	11,597	31	28	2
3220	Glass and glassware, pressed or blown	12	278	5	5	0
3229	Pressed and blown glass, n.e.c.	12	278	5	5	0
3230	Products of purchased glass	1	51	4	4	0
3240	Cement, hydraulic	(A)	(D)	1	1	0
3260	Pottery and related products	(A)	(D)	5	5	0
3262	Vitreous china table and kitchenware	(A)	(D)	1	1	0
3269	Pottery products, n.e.c.	(A)	(D)	4	4	0
3270	Concrete, gypsum, and plaster products	274	10,969	13	10	2
3271	Concrete block and brick	(B)	(D)	1	0	1
3272	Concrete products, n.e.c.	(B)	(D)	3	3	0
3273	Ready-mixed concrete	174	7,338	7	6	0
3275	Gypsum products	(B)	(D)	2	1	1
3290	Misc. nonmetallic mineral products	(A)	(D)	3	3	0
3291	Abrasive products	(A)	(D)	2	2	0
3295	Minerals, ground or treated	(A)	(D)	1	1	0
3300	Primary metal industries	(C)	(D)	9	7	2
3320	Iron and steel foundries	(A)	(D)	1	1	0
3325	Steel foundries, n.e.c.	(A)	(D)	1	1	0
3330	Primary nonferrous metals	(B)	(D)	1	0	1
3339	Primary nonferrous metals, n.e.c.	(B)	(D)	1	0	1
3360	Nonferrous foundries (castings)	(B)	(D)	6	5	1
3363	Aluminum die-castings	(B)	(D)	2	1	1

3364	Nonferrous die-casting except aluminum	(A)	(D)	1	1	0
3366	Copper foundries	(A)	(D)	3	3	0
3390	Miscellaneous primary metal products	(A)	(D)	1	1	0
3398	Metal heat treating	(A)	(D)	1	1	0
3400	Fabricated metal products	854	26,150	60	44	16
3420	Cutlery, handtools, and hardware	(B)	(D)	4	2	2
3425	Saw blades and handsaws	(B)	(D)	3	1	2
3429	Hardware, n.e.c.	(A)	(D)	1	1	0
3430	Plumbing and heating, except electric	(A)	(D)	2	2	0
3433	Heating equipment, except electric	(A)	(D)	2	2	0
3440	Fabricated structural metal products	292	9,895	23	18	5
3441	Fabricated structural metal	68	3,312	4	3	1
3442	Metal doors, sash, and trim	(A)	(D)	2	2	0
3443	Fabricated plate work (boiler shops)	(A)	(D)	1	1	0
3444	Sheet metalwork	188	4,808	12	9	3
3446	Architectural metal work	27	1,619	4	3	1
3460	Metal forgings and stampings	(B)	(D)	2	0	2
3469	Metal stampings, n.e.c.	(B)	(D)	2	0	2
3470	Metal services, n.e.c.	128	3,937	10	8	2
3471	Plating and polishing	(C)	(D)	8	7	1
3479	Metal coating and allied services	(B)	(D)	2	1	1
3490	Misc. fabricated metal products	308	9,041	19	14	5
3492	Fluid power valves and hose fittings	(A)	(D)	1	1	0
3496	Misc. fabricated wire products	(A)	(D)	1	1	0
3498	Fabricated pipe and fittings	219	6,014	6	2	4
3499	Fabricated metal products, n.e.c.	(B)	(D)	11	10	1
3500	Industrial machinery and equipment	2,516	82,447	78	56	15
3520	Farm and garden machinery	266	10,135	3	0	2
3523	Farm machinery and equipment	266	10,135	3	0	2
3530	Construction and related machinery	415	9,043	7	3	2
3531	Construction machinery	(C)	(D)	4	2	1
3535	Conveyors and conveying equipment	(C)	(D)	2	0	1
3536	Hoists, cranes, and monorails	(A)	(D)	1	1	0
3540	Metalworking machinery	118	3,753	11	9	2
3544	Special dies, tools, jigs and fixtures	(B)	(D)	6	5	1
3545	Machine tool accessories	(B)	(D)	3	3	0
3547	Rolling mill machinery	(A)	(D)	1	1	0
3549	Metalworking machinery, n.e.c.	(B)	(D)	1	0	1
3550	Special industry machinery	409	16,059	10	6	3
3553	Woodworking machinery	358	14,568	5	2	2
3556	Food products machinery	(A)	(D)	3	3	0
3559	Special industry machinery, n.e.c.	(B)	(D)	2	1	1
3560	General industrial machinery	(B)	(D)	6	5	1
3563	Air and gas compressors	(A)	(D)	1	1	0
3564	Blowers and fans	(A)	(D)	2	2	0
3565	Packaging machinery	(A)	(D)	1	1	0
3568	Power transmission equipment, n.e.c.	(A)	(D)	1	1	0

3569	General industrial machinery, n.e.c.	(B)	(D)	1	0	1
3570	Computer and office equipment	(F)	(D)	2	1	0
3572	Computer storage devices	(A)	(D)	1	1	0
3577	Computer peripheral equipment, n.e.c.	(F)	(D)	1	0	0
3580	Refrigeration and service machinery	(B)	(D)	3	2	1
3585	Refrigeration and heating equipment	(B)	(D)	2	1	1
3589	Service industry machinery, n.e.c.	(A)	(D)	1	1	0
3590	Industrial machinery, n.e.c.	575	21,447	36	30	4
3593	Fluid power cylinders and actuators	(C)	(D)	2	0	1
3596	Scales and balances, exc. laboratory	(A)	(D)	1	1	0
3599	Industrial machinery, n.e.c.	(E)	(D)	33	29	3
3600	Electronic and other electronic equipment	772	36,274	17	14	0
3630	Household appliances	(A)	(D)	1	1	0
3631	Household cooking equipment	(A)	(D)	1	1	0
3640	Electric lighting and wiring equipment	(A)	(D)	4	4	0
3643	Current-carrying wiring devices	(A)	(D)	1	1	0
3644	Noncurrent-carrying wiring devices	(A)	(D)	1	1	0
3648	Lighting equipment, n.e.c.	(A)	(D)	2	2	0
3660	Communications equipment	(A)	(D)	3	3	0
3663	Radio and TV communications equipment	(A)	(D)	1	1	0
3669	Communications equipment, n.e.c.	(A)	(D)	2	2	0
3670	Electronic components and accessories	580	31,142	4	2	0
3674	Semiconductors and related devices	(E)	(D)	2	1	0
3679	Electronic components, n.e.c.	(C)	(D)	2	1	0
3690	Misc. electrical equipment and supplies	155	4,285	5	4	0
3691	Storage batteries	(A)	(D)	1	1	0
3694	Engine electrical equipment	(B)	(D)	2	2	0
3695	Magnetic and optical recording media	(C)	(D)	2	1	0
3700	Transportation equipment	2,030	54,390	33	21	9
3710	Motor vehicles and equipment	1,482	39,862	12	8	1
3711	Motor vehicles and car bodies	(E)	(D)	3	2	0
3713	Truck and bus bodies	(E)	(D)	2	1	0
3714	Motor vehicle parts and accessories	(B)	(D)	3	3	0
3715	Truck trailers	(B)	(D)	2	1	1
3716	Motor homes	(F)	(D)	2	1	0
3720	Aircraft and parts	(B)	(D)	2	1	1
3728	Aircraft parts and equipment, n.e.c.	(B)	(D)	2	1	1
3730	Ship and boat building and repairing	30	692	5	5	0
3731	Ship building and repairing	(A)	(D)	1	1	0
3732	Boat building and repairing	(B)	(D)	4	4	0
3740	Railroad equipment	(B)	(D)	1	0	1
3750	Motorcycles, bicycles, and parts	(B)	(D)	4	3	1
3760	Guided missiles, space vehicles, parts	(A)	(D)	1	1	0
3769	Space vehicle equipment, n.e.c.	(A)	(D)	1	1	0
3790	Miscellaneous transportation equipment	362	8,219	8	3	5
3792	Travel trailers and campers	(C)	(D)	2	0	2
3799	Transportation equipment, n.e.c.	(C)	(D)	6	3	3

3800	Instruments and related products	159	5,530	15	12	3
3810	Search and navigation equipment	(A)	(D)	2	2	0
3820	Measuring and controlling devices	69	2,237	4	2	2
3821	Laboratory apparatus and furniture	(A)	(D)	1	1	0
3824	Fluid meters and counting devices	(B)	(D)	1	0	1
3829	Measuring and controlling devices, n.e.c.	(B)	(D)	2	1	1
3840	Medical instruments and supplies	(B)	(D)	5	5	0
3842	Surgical appliances and supplies	8	127	3	3	0
3843	Dental equipment and supplies	(A)	(D)	1	1	0
3845	Electromedical equipment	(A)	(D)	1	1	0
3850	Ophthalmic goods	39	893	3	2	1
3860	Photographic equipment and supplies	(A)	(D)	1	1	0
3900	Miscellaneous manufacturing industries	454	12,798	44	39	5
3910	Jewelry, silverware, and plated ware	92	1,781	6	5	1
3911	Jewelry, precious metal	92	1,781	6	5	1
3930	Musical instruments	15	265	4	4	0
3940	Toys and sporting goods	65	1,038	10	10	0
3942	Dolls and stuffed toys	(A)	(D)	2	2	0
3944	Games, toys, and children's vehicles	37	552	4	4	0
3949	Sporting and athletic goods, n.e.c.	(B)	(D)	4	4	0
3950	Pens, pencils, office, and art supplies	13	201	3	3	0
3952	Lead pencils and art goods	(A)	(D)	1	1	0
3953	Marking devices	(A)	(D)	2	2	0
3990	Miscellaneous manufactures	269	9,513	21	17	4
3991	Brooms and brushes	(A)	(D)	1	1	0
3993	Signs and advertising specialities	145	5,021	13	11	2
3999	Manufacturing industries, n.e.c.	(C)	(D)	7	5	2
399\	Administrative and auxiliary	258	14,622	8	3	5
40--	TRANSPORTATION AND PUBLIC UTILITIES	4,313	116,624	376	325	45
4100	Local and interurban passenger transit	244	3,156	21	15	6
4110	Local and suburban transportation	91	1,536	10	9	1
4119	Local passenger transportation, n.e.c.	91	1,536	10	9	1
4120	Taxicabs	25	142	5	4	1
4130	Intercity and rural bus transportation	(B)	(D)	2	2	0
4140	Bus charter service	(B)	(D)	1	0	1
4142	Bus charter service, except local	(B)	(D)	1	0	1
4150	School buses	(B)	(D)	3	0	3
4200	Trucking and warehousing	2,264	57,302	209	187	18
4210	Trucking and courier services, except air	2,180	55,713	183	161	18
4220	Public warehousing and storage	84	1,589	26	26	0
4222	Refrigerated warehousing and storage	(A)	(D)	1	1	0
4225	General warehousing and storage	(B)	(D)	24	24	0
4226	Special warehousing and storage, n.e.c.	(A)	(D)	1	1	0
4400	Water transportation	(A)	(D)	6	6	0
4490	Water transportation services	(A)	(D)	6	6	0
4493	Marinas	(A)	(D)	5	5	0

4499	Water transportation services, n.e.c.	(A)	(D)	1	1	0
4500	Transportation by air	165	4,058	10	7	3
4510	Air transportation, scheduled	139	3,790	6	4	2
4520	Air transportation, nonscheduled	(A)	(D)	3	3	0
4580	Airports, flying fields, and services	(B)	(D)	1	0	1
4600	Pipelines, except natural gas	(A)	(D)	1	1	0
4610	Pipelines, except natural gas	(A)	(D)	1	1	0
4700	Transportation services	358	8,141	53	50	3
4720	Passenger transportation arrangement	203	4,336	40	38	2
4724	Travel agencies	194	4,176	36	34	2
4725	Tour operators	9	160	4	4	0
4730	Freight transportation arrangement	(B)	(D)	11	11	0
4780	Miscellaneous transportation services	(B)	(D)	2	1	1
4800	Communication	1,015	33,422	58	45	11
4810	Telephone communication	355	15,381	33	29	3
4812	Radiotelephone communications	35	859	5	4	1
4813	Telephone communications, exc. radio	320	14,522	28	25	2
4830	Radio and television broadcasting	456	12,313	15	8	7
4840	Cable and other pay TV services	(C)	(D)	5	3	1
4890	Communication services, n.e.c.	(B)	(D)	5	5	0
4900	Electric, gas, and sanitary services	201	7,951	17	14	3
4910	Electric services	76	3,715	4	2	2
4920	Gas production and distribution	(B)	(D)	1	0	1
4930	Combination utility services	(A)	(D)	1	1	0
4931	Electric and other services combined	(A)	(D)	1	1	0
4940	Water supply	16	174	4	4	0
4950	Sanitary services	(B)	(D)	7	7	0
497\	Administrative and auxiliary	(B)	(D)	1	0	1
50--	WHOLESALE TRADE	7,245	214,870	637	538	90
5000	Wholesale trade - durable goods	5,180	163,581	444	380	57
5010	Motor vehicles, parts, and supplies	581	16,759	53	44	9
5012	Automobiles and other motor vehicles	168	5,881	10	7	3
5013	Motor vehicle supplies and new parts	288	8,241	30	26	4
5014	Tires and tubes	62	1,418	4	2	2
5015	Motor vehicle parts, used	63	1,219	9	9	0
5020	Furniture and homefurnishings	210	5,159	10	7	2
5021	Furniture	(B)	(D)	1	0	1
5023	Homefurnishings	(C)	(D)	9	7	1
5030	Lumber and construction materials	887	31,515	83	76	5
5031	Lumber, plywood, and millwork	512	21,317	61	56	4
5032	Brick, stone, and related materials	12	334	3	3	0
5033	Roofing, siding, and insulation	68	2,469	7	7	0
5039	Construction materials, n.e.c.	295	7,395	12	10	1
5040	Professional and commercial equipment	501	17,768	60	52	8
5043	Photographic equipment and supplies	(A)	(D)	1	1	0
5044	Office equipment	140	5,625	9	6	3

5045	Computers, peripherals and software	235	7,600	35	32	3
5046	Commercial equipment, n.e.c.	(B)	(D)	4	3	1
5047	Medical and hospital equipment	62	1,995	10	9	1
5049	Professional equipment, n.e.c.	(A)	(D)	1	1	0
5050	Metals and minerals, except petroleum	337	11,211	9	7	1
5051	Metals service centers and offices	337	11,211	9	7	1
5060	Electrical goods	309	10,826	42	38	4
5063	Electrical apparatus and equipment	237	7,380	27	24	3
5064	Electrical appliances, TV and radios	(A)	(D)	2	2	0
5065	Electronic parts and equipment	(B)	(D)	13	12	1
5070	Hardware, plumbing and heating equipment	273	8,574	23	18	5
5072	Hardware	91	2,487	9	7	2
5074	Plumbing and hydronic heating supplies	153	5,043	9	6	3
5075	Warm air heating and air-conditioning	(B)	(D)	3	3	0
5078	Refrigeration equipment and supplies	(A)	(D)	2	2	0
5080	Machinery, equipment, and supplies	1,356	44,879	111	95	14
5082	Construction and mining machinery	456	15,704	13	7	4
5083	Farm and garden machinery	(B)	(D)	10	9	1
5084	Industrial machinery and equipment	265	8,970	39	37	2
5085	Industrial supplies	422	14,325	35	30	5
5087	Service establishment equipment	98	2,584	12	11	1
5088	Transportation equipment and supplies	(B)	(D)	2	1	1
5090	Miscellaneous durable goods	726	16,890	53	43	9
5091	Sporting and recreational goods	118	3,384	11	9	2
5092	Toys and hobby goods and supplies	(C)	(D)	6	4	2
5093	Scrap and waste materials	143	3,571	8	5	3
5094	Jewelry and precious stones	(A)	(D)	2	2	0
5099	Durable goods, n.e.c.	319	8,238	26	23	2
5100	Wholesale trade - nondurable goods	1,923	44,681	186	155	29
5110	Paper and paper products	241	5,300	30	25	5
5111	Printing and writing paper	(A)	(D)	2	2	0
5112	Stationery and office supplies	210	4,105	24	19	5
5113	Industrial and personal service paper	(A)	(D)	4	4	0
5120	Drugs, proprietaries, and sundries	86	2,384	11	10	1
5130	Apparel, piece goods, and notions	(B)	(D)	12	12	0
5131	Piece goods and notions	(B)	(D)	6	6	0
5136	Men's and boys' clothing	(A)	(D)	5	5	0
5137	Women's and children's clothing	(A)	(D)	1	1	0
5140	Groceries and related products	517	12,558	42	34	7
5141	Groceries, general line	(C)	(D)	5	4	0
5142	Packaged frozen foods	(B)	(D)	1	0	1
5143	Dairy products, exc. dried or canned	19	723	3	3	0
5145	Confectionery	(B)	(D)	2	1	1
5146	Fish and seafoods	(A)	(D)	1	1	0
5147	Meats and meat products	(B)	(D)	3	2	1
5148	Fresh fruits and vegetables	89	2,354	9	7	2
5149	Groceries and related products, n.e.c.	171	4,280	17	15	2

5150	Farm-product raw materials	65	387	8	7	1
5153	Grain and field beans	(A)	(D)	4	4	0
5154	Livestock	(B)	(D)	1	0	1
5159	Farm-product raw materials, n.e.c.	13	184	3	3	0
5160	Chemicals and allied products	(B)	(D)	10	10	0
5162	Plastics materials and basic shapes	(A)	(D)	3	3	0
5169	Chemicals and allied products, n.e.c.	(B)	(D)	7	7	0
5170	Petroleum and petroleum products	190	5,450	15	11	4
5171	Petroleum bulk stations and terminals	(C)	(D)	13	9	4
5172	Petroleum products, n.e.c.	(A)	(D)	2	2	0
5180	Beer, wine, and distilled beverages	209	6,416	9	3	6
5181	Beer and ale	147	4,411	5	1	4
5182	Wine and distilled beverages	62	2,005	4	2	2
5190	Misc. nondurable goods	505	9,555	49	43	5
5191	Farm supplies	84	2,011	15	14	1
5192	Books, periodicals, and newspapers	(C)	(D)	5	4	0
5193	Flowers and florists' supplies	105	1,360	11	10	1
5194	Tobacco and tobacco products	(A)	(D)	2	2	0
5198	Paints, varnishes, and supplies	(B)	(D)	2	1	1
5199	Nondurable goods, n.e.c.	145	2,634	13	11	2
519\	Administrative and auxiliary	142	6,608	7	3	4
52--	RETAIL TRADE	28,923	437,570	2,153	1,789	328
5200	Building materials and garden supplies	1,167	29,786	90	77	10
5210	Lumber and other building materials	787	21,685	30	20	7
5230	Paint, glass, and wallpaper stores	66	1,933	12	12	0
5250	Hardware stores	98	1,582	13	11	2
5260	Retail nurseries and garden stores	103	2,201	20	20	0
5270	Mobile home dealers	113	2,385	15	14	1
5300	General merchandise stores	3,281	50,551	39	14	13
5310	Department stores	2,714	39,759	19	1	7
5330	Variety stores	(B)	(D)	8	8	0
5390	Misc. general merchandise stores	(F)	(D)	12	5	6
5400	Food stores	4,015	59,467	254	215	33
5410	Grocery stores	3,591	54,797	204	170	28
5420	Meat and fish markets	53	736	10	10	0
5440	Candy, nut, and confectionery stores	(B)	(D)	6	6	0
5450	Dairy products stores	(A)	(D)	2	2	0
5460	Retail bakeries	192	2,050	17	14	3
5490	Miscellaneous food stores	148	1,666	15	13	2
5500	Automotive dealers and service stations	3,464	85,741	224	183	33
5510	New and used car dealers	1,324	38,854	34	14	16
5520	Used car dealers	77	1,590	30	30	0
5530	Auto and home supply stores	491	11,721	51	46	4
5540	Gasoline service stations	937	11,074	73	59	13
5550	Boat dealers	48	1,151	6	6	0
5560	Recreational vehicle dealers	537	20,331	18	16	0

5570	Motorcycle dealers	39	838	7	7	0
5590	Automotive dealers, n.e.c.	11	182	5	5	0
5600	Apparel and accessory stores	955	11,166	124	113	11
5610	Men's and boys' clothing stores	41	485	9	9	0
5620	Women's clothing stores	294	2,958	39	37	2
5630	Women's accessory and specialty stores	37	378	7	7	0
5640	Children's and infants' wear stores	10	104	3	3	0
5650	Family clothing stores	381	4,962	27	18	9
5660	Shoe stores	155	1,909	29	29	0
5690	Misc. apparel and accessory stores	36	363	8	8	0
5700	Furniture and homefurnishings stores	1,143	21,571	177	167	10
5710	Furniture and homefurnishings stores	625	11,957	94	87	7
5712	Furniture stores	317	6,549	41	37	4
5713	Floor covering stores	139	3,664	23	21	2
5714	Drapery and upholstery stores	15	230	3	3	0
5719	Misc. homefurnishings stores	154	1,514	27	26	1
5720	Household appliance stores	93	1,987	16	15	1
5730	Radio, television, and computer stores	425	7,627	67	65	2
5731	Radio, TV, and electronic stores	232	4,502	31	29	2
5734	Computer and software stores	68	1,422	16	16	0
5735	Record and prerecorded tape stores	82	1,022	13	13	0
5736	Musical instrument stores	43	681	7	7	0
5800	Eating and drinking places	10,435	95,772	698	513	183
5812	Eating places	9,849	90,529	632	456	174
5813	Drinking places	583	5,217	65	56	9
5900	Miscellaneous retail	3,414	49,025	513	480	31
5910	Drug stores and proprietary stores	324	5,090	35	32	3
5920	Liquor stores	62	1,047	28	28	0
5930	Used merchandise stores	432	4,622	58	53	5
5940	Miscellaneous shopping goods stores	1,428	19,858	195	181	13
5941	Sporting goods and bicycle shops	302	5,223	41	38	3
5942	Book stores	298	4,342	26	22	3
5943	Stationery stores	(A)	(D)	1	1	0
5944	Jewelry stores	166	2,847	32	32	0
5945	Hobby, toy, and game shops	193	2,548	20	17	3
5946	Camera and photographic supply stores	20	274	6	6	0
5947	Gift, novelty, and souvenir shops	311	3,387	50	48	2
5948	Luggage and leather goods stores	(A)	(D)	2	2	0
5949	Sewing, needlework, and piece goods	131	1,102	17	15	2
5960	Nonstore retailers	357	5,989	66	62	4
5961	Catalog and mail-order houses	118	1,931	21	19	2
5962	Merchandising machine operators	38	866	8	8	0
5963	Direct selling establishments	201	3,192	37	35	2
5980	Fuel dealers	(A)	(D)	1	1	0
5983	Fuel oil dealers	(A)	(D)	1	1	0
5990	Retail stores, n.e.c.	810	12,408	129	122	6
5992	Florists	179	1,519	34	33	1

5993	Tobacco stores and stands	64	942	10	10	0
5995	Optical goods stores	118	2,595	18	17	1
5999	Miscellaneous retail stores, n.e.c.	449	7,352	67	62	4
599\	Administrative and auxiliary	1,049	34,491	34	27	4
60--	FINANCE, INSURANCE, AND REAL ESTATE	5,956	173,761	921	868	49
6000	Depository institutions	1,677	45,576	130	109	20
6020	Commercial banks	870	24,087	72	61	11
6030	Savings institutions	182	6,054	18	17	1
6060	Credit unions	588	14,525	32	23	8
6090	Functions closely related to banking	37	910	8	8	0
6100	Nondepository institutions	408	16,537	70	67	3
6140	Personal credit institutions	91	3,329	21	21	0
6150	Business credit institutions	25	1,062	8	8	0
6160	Mortgage bankers and brokers	292	12,146	41	38	3
6200	Security and commodity brokers	324	16,961	48	44	4
6210	Security brokers and dealers	284	16,179	35	31	4
6280	Security and commodity services	40	782	13	13	0
6300	Insurance carriers	524	20,257	60	51	8
6310	Life insurance	80	2,581	10	8	2
6320	Medical service and health insurance	(C)	(D)	2	0	1
6324	Hospital and medical service plans	(C)	(D)	2	0	1
6330	Fire, marine, and casualty insurance	200	8,897	39	37	2
6360	Title insurance	(B)	(D)	2	0	2
6370	Pension, health, and welfare funds	(B)	(D)	7	6	1
6400	Insurance agents, brokers, and service	1,205	37,637	167	159	7
6500	Real estate	1,709	32,481	417	410	6
6510	Real estate operators and lessors	613	9,605	172	170	2
6530	Real estate agents and managers	837	16,100	202	198	3
6540	Title abstract offices	130	3,944	7	6	1
6550	Subdividers and developers	129	2,832	36	36	0
6552	Subdividers and developers, n.e.c.	68	1,714	25	25	0
6553	Cemetery subdividers and developers	61	1,118	11	11	0
6700	Holding and other investment offices	109	4,312	29	28	1
6710	Holding offices	68	2,432	7	6	1
6720	Investment offices	(A)	(D)	1	1	0
6730	Trusts	(B)	(D)	10	10	0
6732	Educational, religious, etc. trusts	18	303	7	7	0
6733	Trusts, n.e.c.	(A)	(D)	3	3	0
6790	Miscellaneous investing	19	1,523	11	11	0
6792	Oil royalty traders	(A)	(D)	1	1	0
6798	Real estate investment trusts	(A)	(D)	1	1	0
6799	Investors, n.e.c.	(A)	(D)	9	9	0
70--	SERVICES	37,905	834,501	3,381	3,034	299
7000	Hotels and other lodging places	2,000	19,968	106	86	16
7010	Hotels and motels	1,863	18,797	72	52	16

7020	Rooming and boarding houses	2	41	3	3	0
7030	Camps and recreational vehicle parks	33	517	10	10	0
7032	Sporting and recreational camps	10	132	5	5	0
7033	Trailer parks and campsites	23	385	5	5	0
7040	Membership-basis organization hotels	102	609	20	20	0
7200	Personal services	1,595	21,294	211	199	10
7210	Laundry, cleaning, and garment services	573	9,208	53	50	1
7211	Power laundries, family and commercial	(A)	(D)	2	2	0
7213	Linen supply	(C)	(D)	1	0	0
7215	Coin-operated laundries and cleaning	57	848	14	14	0
7216	Drycleaning plants, except rug	112	1,014	16	15	1
7217	Carpet and upholstery cleaning	54	765	17	17	0
7218	Industrial launderers	(C)	(D)	1	0	0
7219	Laundry and garment services, n.e.c.	(A)	(D)	2	2	0
7220	Photographic studios, portrait	125	1,420	16	14	2
7230	Beauty shops	548	6,274	77	73	4
7240	Barber shops	(A)	(D)	1	1	0
7250	Shoe repair and shoeshine parlors	(A)	(D)	4	4	0
7260	Funeral service and crematories	74	1,592	10	8	2
7290	Miscellaneous personal services	256	2,436	50	49	1
7291	Tax return preparation services	167	1,328	26	25	1
7299	Miscellaneous personal services, n.e.c.	89	1,108	24	24	0
7300	Business services	7,881	152,098	466	406	47
7310	Advertising	185	7,028	22	20	2
7311	Advertising agencies	68	2,709	14	14	0
7312	Outdoor advertising services	(B)	(D)	4	3	1
7313	Radio, TV, publisher representatives	(A)	(D)	1	1	0
7319	Advertising, n.e.c.	(B)	(D)	3	2	1
7320	Credit reporting and collection	90	2,344	9	7	2
7322	Adjustment and collection services	(B)	(D)	8	6	2
7323	Credit reporting services	(A)	(D)	1	1	0
7330	Mailing, reproduction, stenographic	302	6,988	47	43	4
7331	Direct mail advertising services	71	1,641	9	7	2
7334	Photocopying and duplicating services	134	2,420	8	6	2
7335	Commercial photography	32	1,514	6	6	0
7336	Commercial art and graphic design	39	1,024	13	13	0
7338	Secretarial and court reporting	26	389	11	11	0
7340	Services to buildings	628	7,353	92	86	5
7342	Disinfecting and pest control services	83	1,573	17	17	0
7349	Building maintenance services, n.e.c.	545	5,777	74	68	5
7350	Misc. equipment rental and leasing	262	7,629	29	26	3
7352	Medical equipment rental	20	500	4	4	0
7353	Heavy construction equipment rental	141	4,968	12	10	2
7359	Equipment rental and leasing, n.e.c.	101	2,161	13	12	1
7360	Personnel supply services	3,957	49,817	31	14	8
7361	Employment agencies	344	2,329	8	7	0
7363	Help supply services	3,613	47,488	23	7	8

7370	Computer and data processing services	1,050	45,364	110	105	3
7371	Computer programming services	107	6,546	17	16	1
7372	Prepackaged software	293	18,541	26	24	1
7373	Computer integrated systems design	58	1,848	10	9	1
7374	Data processing and preparation	(B)	(D)	5	5	0
7375	Information retrieval services	48	806	12	12	0
7376	Computer facilities management	(A)	(D)	1	1	0
7377	Computer rental and leasing	11	228	3	3	0
7378	Computer maintenance and repair	34	1,195	11	11	0
7379	Computer related services, n.e.c.	468	15,752	25	24	0
7380	Miscellaneous business services	1,407	25,575	126	105	20
7381	Detective and armored car services	368	5,862	19	12	7
7382	Security systems services	44	1,251	4	3	1
7384	Photofinishing laboratories	65	908	8	7	1
7389	Business services, n.e.c.	930	17,554	95	83	11
7500	Auto repair, services, and parking	1,565	33,713	257	244	13
7510	Automotive rentals, no drivers	(B)	(D)	12	12	0
7513	Truck rental and leasing, no drivers	(B)	(D)	5	5	0
7514	Passenger car rental	30	394	3	3	0
7515	Passenger car leasing	(A)	(D)	1	1	0
7519	Utility trailer rental	(A)	(D)	3	3	0
7520	Automobile parking	(B)	(D)	2	1	1
7530	Automotive repair shops	1,086	26,172	198	189	9
7532	Top and body repair and paint shops	307	8,164	49	45	4
7533	Auto exhaust system repair shops	39	683	9	9	0
7534	Tire retreading and repair shops	(B)	(D)	3	2	1
7536	Automotive glass replacement shops	68	1,596	12	10	2
7537	Automotive transmission repair shops	75	1,690	13	12	1
7538	General automotive repair shops	521	11,978	102	101	1
7539	Automotive repair shops, n.e.c.	(B)	(D)	10	10	0
7540	Automotive services, except repair	367	5,129	44	41	3
7542	Carwashes	158	1,468	20	18	2
7549	Automotive services, n.e.c.	209	3,661	24	23	1
7600	Miscellaneous repair services	440	9,943	95	92	3
7620	Electrical repair shops	125	2,785	24	23	1
7622	Radio and television repair	41	826	8	8	0
7623	Refrigeration service and repair	18	576	6	6	0
7629	Electrical repair shops, n.e.c.	66	1,383	10	9	1
7630	Watch, clock, and jewelry repair	(A)	(D)	2	2	0
7640	Reupholstery and furniture repair	(A)	(D)	4	4	0
7690	Miscellaneous repair shops	296	7,004	65	63	2
7692	Welding repair	(A)	(D)	3	3	0
7694	Armature rewinding shops	(A)	(D)	1	1	0
7699	Repair services, n.e.c.	283	6,566	61	59	2
7800	Motion pictures	498	5,912	56	50	6
7810	Motion picture production and services	61	2,701	10	9	1
7812	Motion picture and video production	53	2,612	7	6	1

7819	Services allied to motion pictures	8	89	3	3	0
7820	Motion picture distribution and services	9	202	4	4	0
7822	Motion picture and tape distribution	9	202	4	4	0
7830	Motion picture theaters	178	1,162	7	4	3
7832	Motion picture theaters, ex drive-in	178	1,162	7	4	3
7840	Video tape rental	250	1,847	35	33	2
7900	Amusement and recreation services	1,637	19,177	140	115	23
7910	Dance studios, schools, and halls	26	155	5	5	0
7920	Producers, orchestras, entertainers	243	1,934	20	17	2
7922	Theatrical producers and services	55	936	10	9	1
7929	Entertainers and entertainment groups	187	978	9	7	1
7930	Bowling centers	120	1,488	9	8	1
7940	Commercial sports	55	1,834	5	4	1
7941	Sports clubs, managers, and promoters	(B)	(D)	4	4	0
7948	Racing, including track operation	(B)	(D)	1	0	1
7990	Misc. amusement, recreation services	1,193	13,766	101	81	19
7991	Physical fitness facilities	520	4,072	18	8	9
7992	Public golf courses	124	2,102	10	8	2
7993	Coin-operated amusement devices	94	921	11	10	1
7996	Amusement parks	22	316	3	3	0
7997	Membership sports and recreation clubs	255	4,438	18	13	5
7999	Amusement and recreation, n.e.c.	178	1,917	41	39	2
8000	Health services	11,768	359,344	660	584	59
8010	Offices and clinics of medical doctors	2,534	130,614	220	188	30
8020	Offices and clinics of dentists	1,145	36,267	159	157	2
8030	Offices of osteopathic physicians	20	393	3	3	0
8040	Offices of other health practitioners	570	9,556	137	134	3
8041	Offices and clinics of chiropractors	114	1,491	42	42	0
8042	Offices and clinics of optometrists	153	2,548	23	22	1
8043	Offices and clinics of podiatrists	12	176	5	5	0
8049	Offices of health practitioners, n.e.c.	291	5,341	67	65	2
8050	Nursing and personal care facilities	2,207	34,437	52	28	16
8060	Hospitals	4,115	115,795	5	0	0
8070	Medical and dental laboratories	543	19,598	32	29	2
8071	Medical laboratories	490	18,349	12	9	2
8072	Dental laboratories	53	1,249	20	20	0
8080	Home health care services	192	3,448	13	11	1
8090	Health and allied services, n.e.c.	442	9,236	39	34	5
8100	Legal services	1,120	37,975	240	226	14
8200	Educational services	966	12,385	66	51	14
8210	Elementary and secondary schools	498	5,637	20	11	9
8220	Colleges and universities	(C)	(D)	3	1	1
8240	Vocational schools	(B)	(D)	9	9	0
8290	Schools and educational services, n.e.c.	233	3,140	34	30	4
8300	Social services	3,397	45,349	322	273	44
8320	Individual and family services	1,142	17,723	80	65	12
8330	Job training and related services	416	4,899	17	11	5

8350	Child day care services	765	7,520	97	91	5
8360	Residential care	899	11,105	101	81	20
8390	Social services, n.e.c.	175	4,102	27	25	2
8400	Museums, botanical, zoological gardens	29	333	5	5	0
8410	Museums and art galleries	29	333	5	5	0
8600	Membership organizations	1,863	21,340	309	288	21
8610	Business associations	83	1,833	20	20	0
8620	Professional organizations	65	1,346	13	12	1
8630	Labor organizations	141	1,471	30	30	0
8640	Civic and social associations	282	3,083	51	47	4
8650	Political organizations	6	104	3	3	0
8660	Religious organizations	1,256	12,940	184	168	16
8690	Membership organizations, n.e.c.	30	563	8	8	0
8700	Engineering and management services	2,837	85,276	420	392	24
8710	Engineering and architectural services	719	25,547	117	108	9
8711	Engineering services	478	18,922	71	64	7
8712	Architectural services	186	5,182	34	32	2
8713	Surveying services	55	1,443	12	12	0
8720	Accounting, auditing, and bookkeeping	944	20,040	145	135	9
8730	Research and testing services	496	13,658	37	34	1
8731	Commercial physical research	44	1,826	13	13	0
8732	Commercial nonphysical research	58	1,437	11	11	0
8733	Noncommercial research organizations	338	8,951	6	4	0
8734	Testing laboratories	56	1,444	7	6	1
8740	Management and public relations	678	26,031	121	115	5
8741	Management services	338	17,382	24	21	2
8742	Management consulting services	146	4,032	54	53	1
8743	Public relations services	(B)	(D)	11	11	0
8744	Facilities support services	(B)	(D)	1	0	1
8748	Business consulting, n.e.c.	94	2,722	31	30	1
8900	Services, n.e.c.	73	2,227	19	18	1
899\	Administrative and auxiliary	236	8,167	9	5	4
99--	UNCLASSIFIED ESTABLISHMENTS	54	1,268	71	71	0

Abbreviations and symbols

SIC -- Standard Industrial Classification

n.e.c. -- Not elsewhere classified

(D) -- Withheld to avoid disclosing data for individual companies; data are included in broader industry totals

(A)-(C), (E)-(M) -- Employment-size classes are indicated as follows

A--0 to 19 B--20 to 99 C--100 to 249 E--250 to 499

F--500 to 999 G--1,000 to 2,499 H--2,500 to 4,999

I--5,000 to 9,999 J--10,000 to 24,999

K--25,000 to 49,999 L--50,000 to 99,999

M--100,000 or more

For information on County Business Patterns

Bureau of the Census
Register Analysis Branch
FOB #3, Room 2747
(301)-457-2580

email: cbp@census.gov
URL: <http://www.census.gov>

LTD BOARD MEETING
9/20/00 Page 108

APPENDIX E

FEDERAL FINANCIAL ASSISTANCE

AGREEMENT ASSURANCE

I, Kenneth P. Hamm, General Manager, hereby certify on behalf of Lane Transit District that:

The undersigned shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT assisted contract or in the administration of its DBE Program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT assisted contracts. The recipient's DBE Program, as required by 49 CFR part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation, and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the undersigned of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

Executed this _____ day of _____, 2000.

By _____
Kenneth P. Hamm, General Manager
Lane Transit District

Q:\WORKGROUP\REFERENCE\BOARD PACKET\2000\08\REGULAR MTG\FEDERAL FINANCIAL ASSISTANCE AGREEMENT.DOC