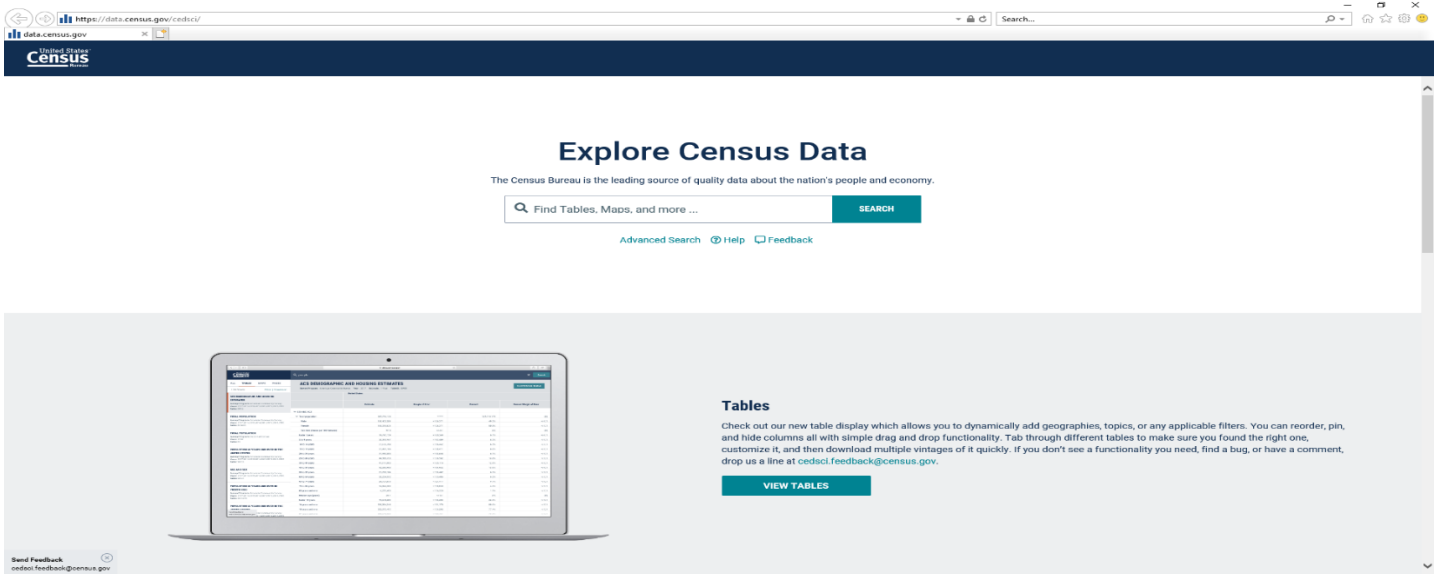


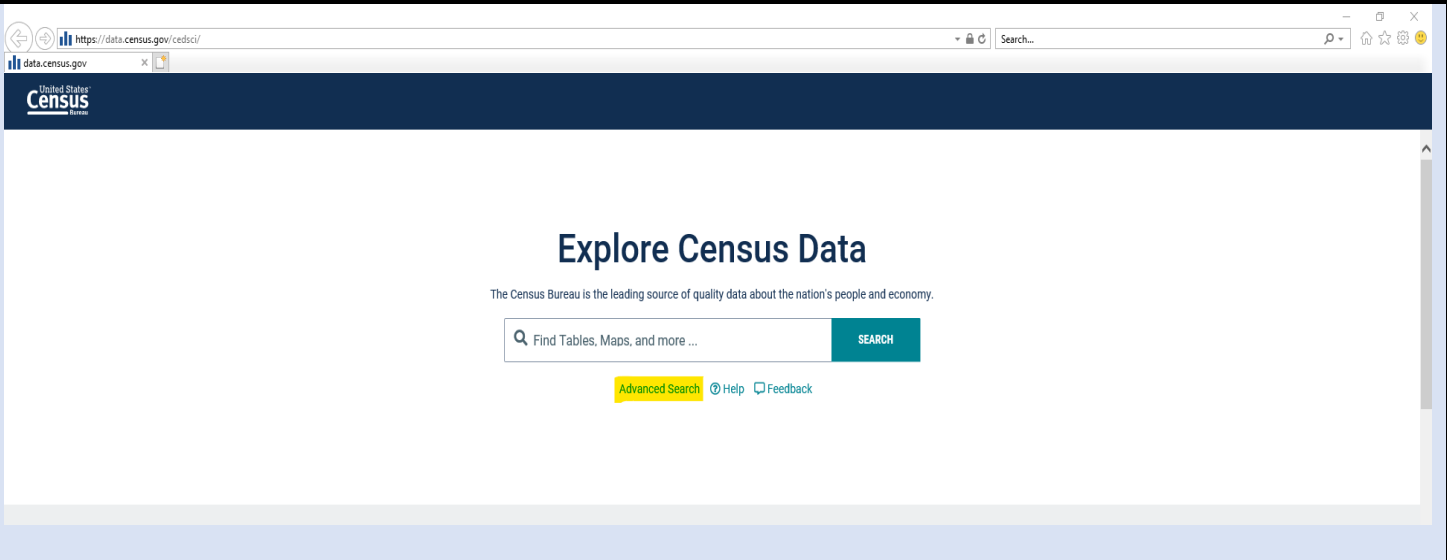
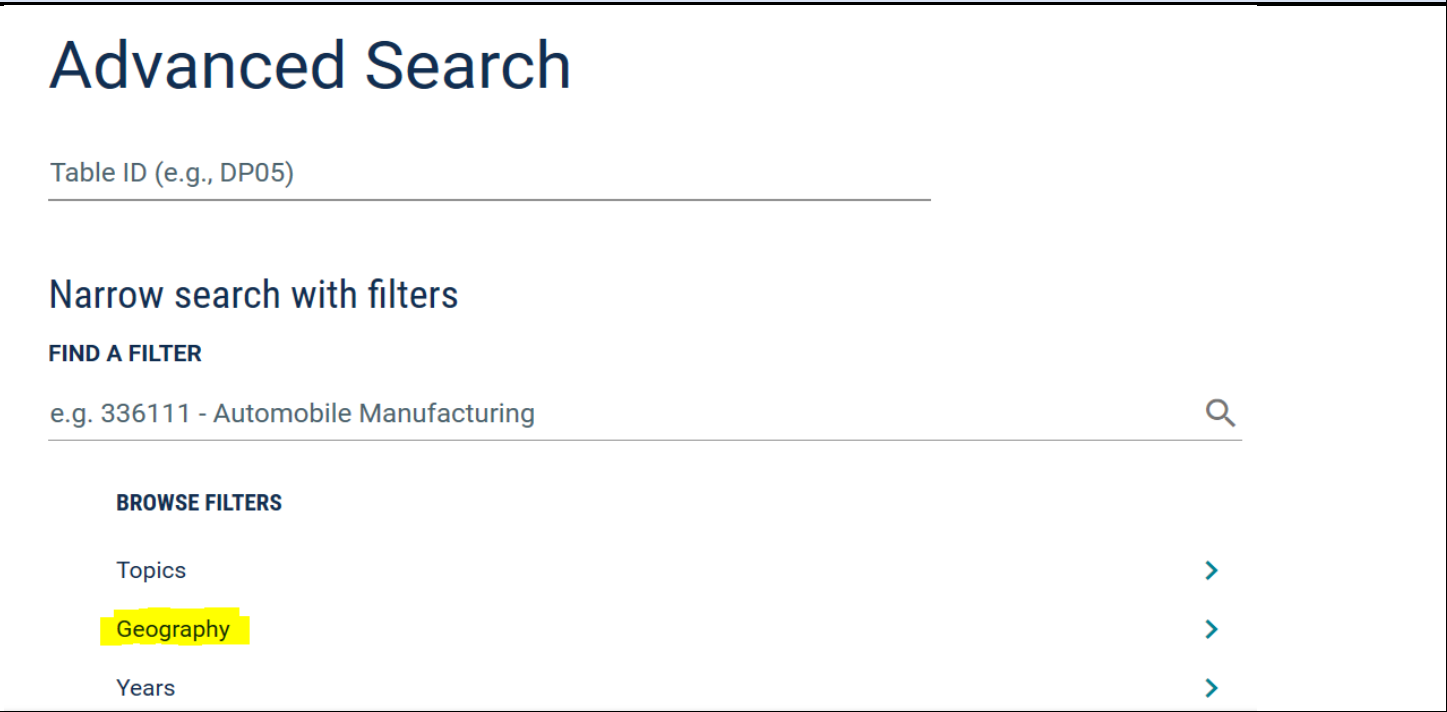
Step-by-Step Guide – Calculating the Number of “All Firms” on U.S. Census Website

The table below contains sixteen (16) steps to deriving the number of “all firms” using NAICS codes and US Census Bureau data for purposes of DBE goal methodology. There may be other ways of obtaining this data. These steps are subject to change if the Data.Census.Gov user interface changes at a later date.¹

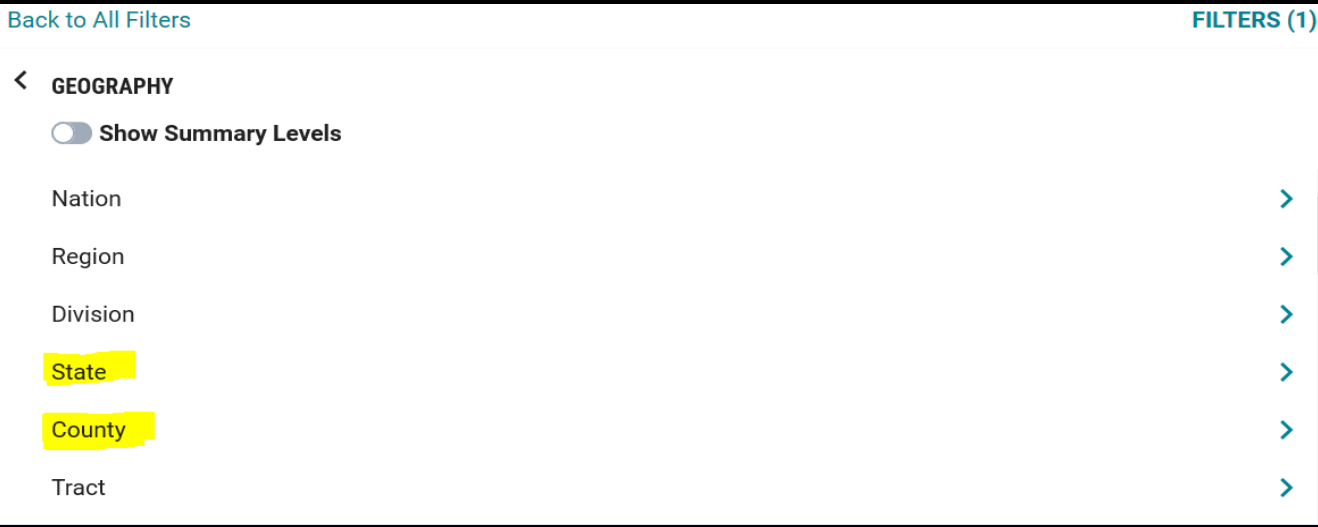
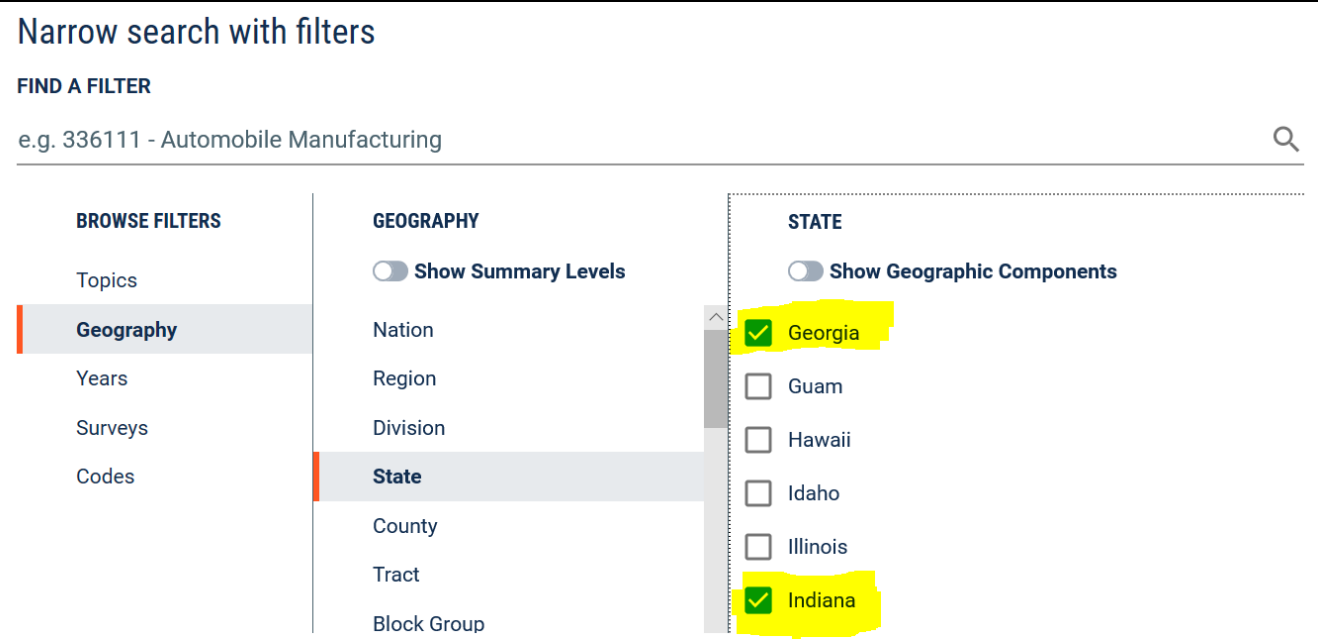
Step	Actions	Example image
1	Go to https://data.census.gov/cedsci/	

¹ This guidance is not legally binding in its own right and will not be relied upon by the Department as a separate basis for affirmative enforcement action or other administrative penalty. Conformity with this guidance is voluntary only, and nonconformity will not affect rights and obligations under existing statues and regulations. The General Counsel of the Department of Transportation has reviewed this document and approved it as consistent with the language and intent of 49 CFR Part 26.

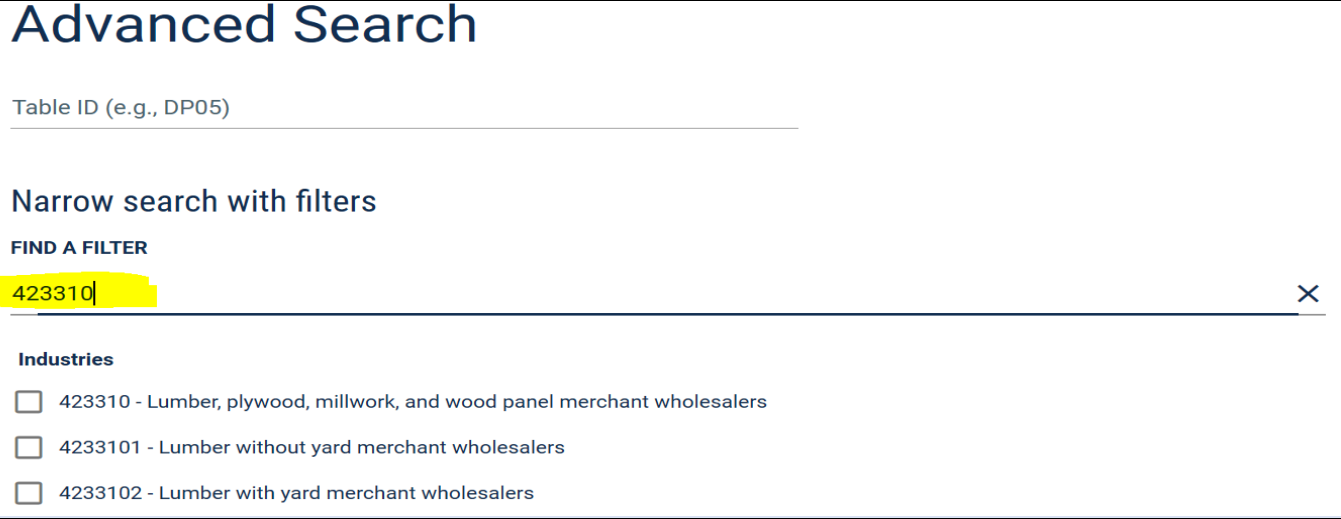
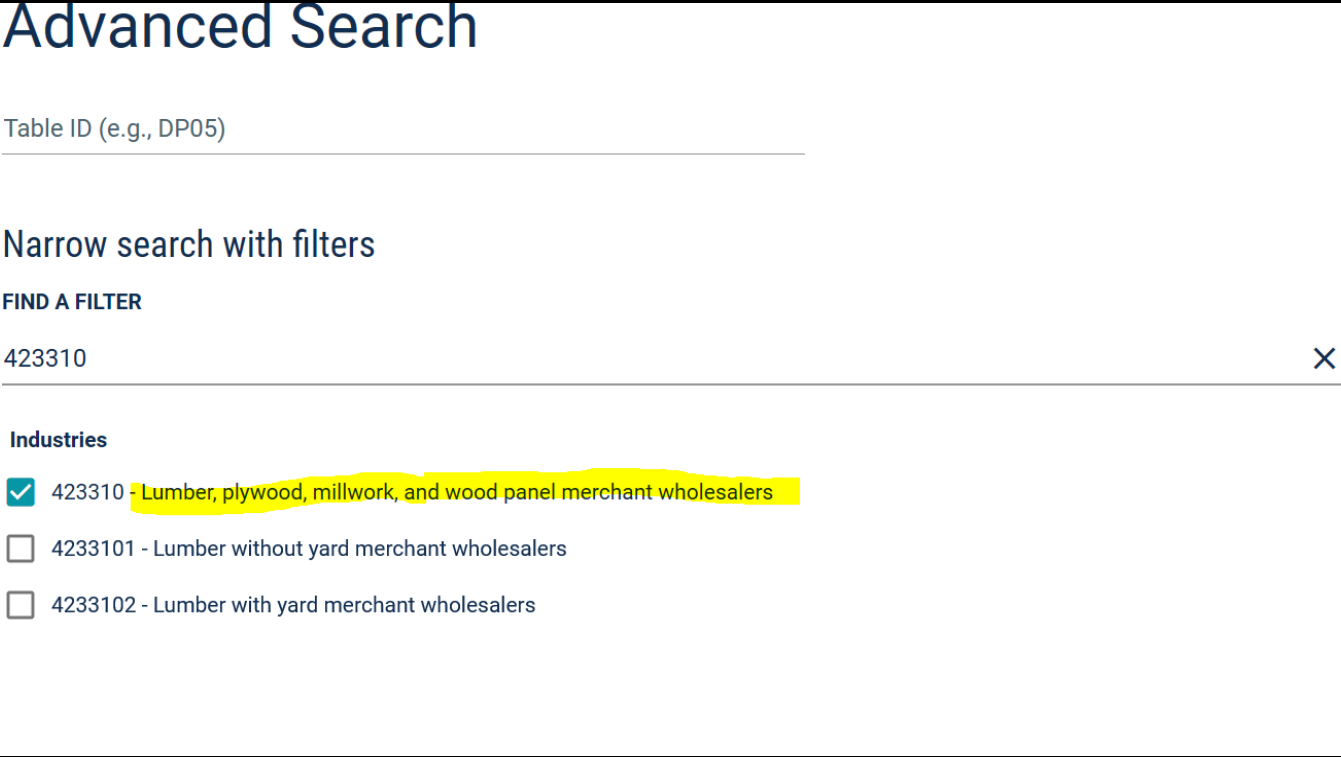
Step-by-Step Guide – Calculating the Number of “All Firms” on U.S. Census Website

2	Under the search bar, click on “Advanced search”	
3	Under “BROWSE FILTERS,” click on “Geography”	

Step-by-Step Guide – Calculating the Number of “All Firms” on U.S. Census Website

<p>4</p>	<p>If using states, click on “State”; if using counties, click on “County”</p>	
<p>5</p>	<p>Select the states or counties in your geographic market area (using Georgia and Indiana for example)</p>	

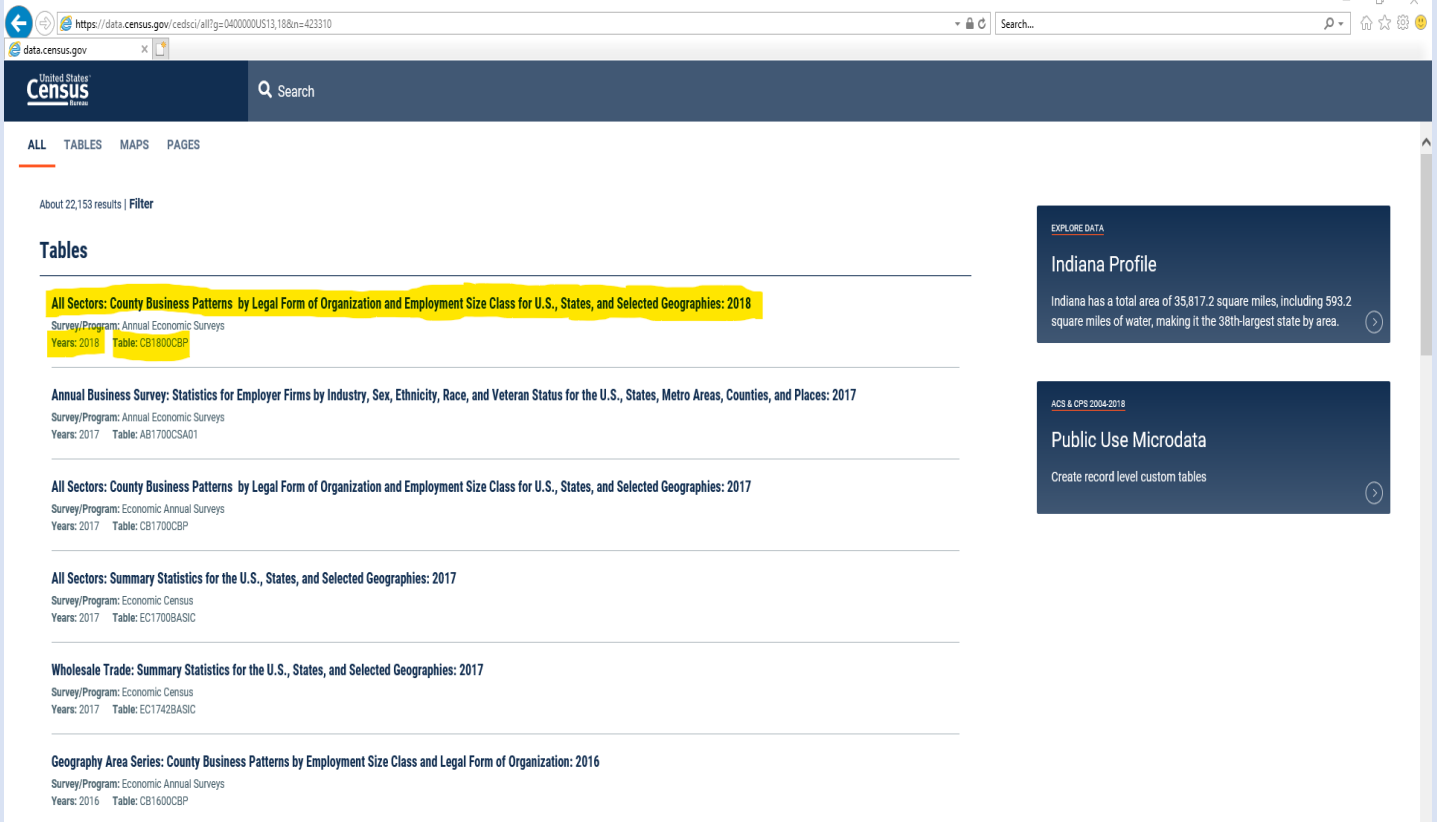
Step-by-Step Guide – Calculating the Number of “All Firms” on U.S. Census Website

6	Under “Narrow search with filters” type in the 6-digit NAICS code	 <p>Advanced Search</p> <p>Table ID (e.g., DP05)</p> <p>Narrow search with filters</p> <p>FIND A FILTER</p> <p>423310</p> <p>Industries</p> <ul style="list-style-type: none"><input type="checkbox"/> 423310 - Lumber, plywood, millwork, and wood panel merchant wholesalers<input type="checkbox"/> 4233101 - Lumber without yard merchant wholesalers<input type="checkbox"/> 4233102 - Lumber with yard merchant wholesalers
7	(a) A status bar will appear after you type the NAICS code, then a dropdown menu will appear with a checkbox for the NAICS code, select the box (you may have to delete and re-type the NAICS code for this to work; if you do not select the box, you will not get the results you are seeking)	 <p>Advanced Search</p> <p>Table ID (e.g., DP05)</p> <p>Narrow search with filters</p> <p>FIND A FILTER</p> <p>423310</p> <p>Industries</p> <ul style="list-style-type: none"><input checked="" type="checkbox"/> 423310 - Lumber, plywood, millwork, and wood panel merchant wholesalers<input type="checkbox"/> 4233101 - Lumber without yard merchant wholesalers<input type="checkbox"/> 4233102 - Lumber with yard merchant wholesalers

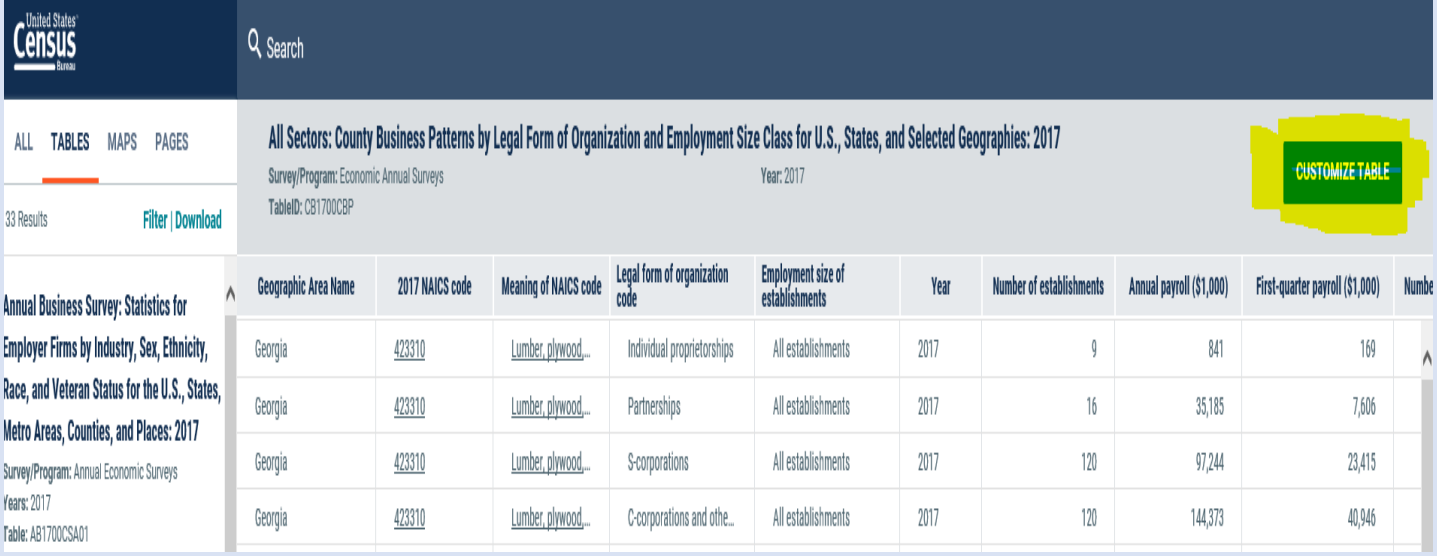
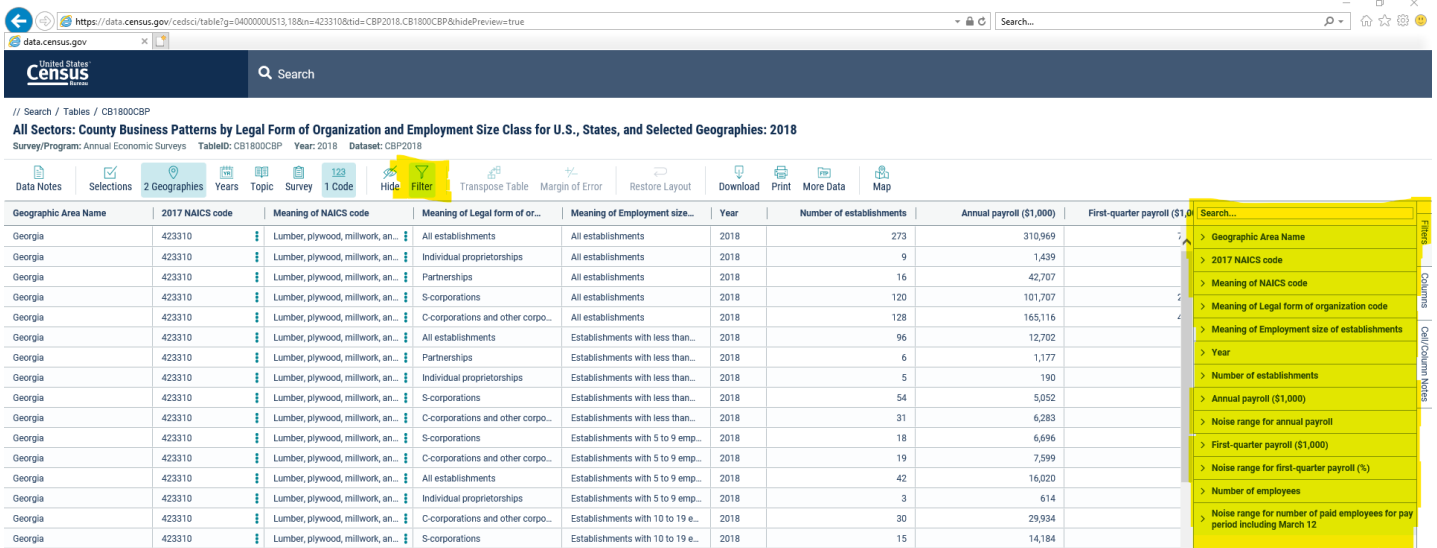
Step-by-Step Guide – Calculating the Number of “All Firms” on U.S. Census Website

	<p>(b) To search multiple NAICS codes, after selecting the box for the first NAICS code, delete that code from the search field and type in the next NAICS code; repeat for however many NAICS codes you need to search</p>	<p>[NO IMAGE]</p>
<p>8</p>	<p>Once the box(es) is selected, check the bottom of the window to ensure the code(s) is listed as a filter, as well as the states (or counties)</p> <p>(Note: When more than a few filters are selected, not all will be displayed at the bottom in “quick-view,” but clicking “More” will</p>	

Step-by-Step Guide – Calculating the Number of “All Firms” on U.S. Census Website

	display all filters)	
9	Click “SEARCH”	[NO IMAGE]
10	<p>Depending on the NAICS and geographies used, you may have several tables to choose from; choose the most current County Business Patterns dataset by clicking on the title of the table</p> <p>(Note: as of August 2020, the 2018 dataset is the most current)</p>	 <p>The screenshot shows a web browser window with the URL https://data.census.gov/cedsci/all?q=0400000US13,18&n=423310. The page displays search results for 'County Business Patterns' with a filter applied. The first result is highlighted in yellow: 'All Sectors: County Business Patterns by Legal Form of Organization and Employment Size Class for U.S., States, and Selected Geographies: 2018'. Below it are other results for 2017 and 2016. On the right side, there are two 'EXPLORE DATA' cards: 'Indiana Profile' and 'Public Use Microdata'.</p>
11	You will then be brought to a table that contains more information than you need; using the filter	[NO IMAGE]

Step-by-Step Guide – Calculating the Number of “All Firms” on U.S. Census Website

	<p>functions will hide the unnecessary information</p>	
<p>12</p>	<p>Click on “Customize Table,” which will display a row above the header row that contains various functions and tools</p>	 <p>The screenshot shows the U.S. Census Bureau website interface. At the top, there is a search bar and navigation tabs for 'ALL TABLES MAPS PAGES'. Below this, the title of the table is 'All Sectors: County Business Patterns by Legal Form of Organization and Employment Size Class for U.S., States, and Selected Geographies: 2017'. A green button labeled 'CUSTOMIZE TABLE' is highlighted with a yellow box. Below the title, there is a table with columns: Geographic Area Name, 2017 NAICS code, Meaning of NAICS code, Legal form of organization code, Employment size of establishments, Year, Number of establishments, Annual payroll (\$1,000), First-quarter payroll (\$1,000), and Number of employees. The table shows data for Georgia with 4 rows.</p>
<p>13</p>	<p>Click on “Filter,” which will display a dropdown menu on the right of the table</p>	 <p>The screenshot shows the same U.S. Census Bureau website interface as in step 12, but for the year 2018. The 'Filter' button is highlighted in yellow, and a dropdown menu is open on the right side of the table. The dropdown menu lists various filters such as 'Geographic Area Name', '2017 NAICS code', 'Meaning of NAICS code', 'Meaning of Legal form of organization code', 'Meaning of Employment size of establishments', 'Year', 'Number of establishments', 'Annual payroll (\$1,000)', 'Noise range for annual payroll', 'First-quarter payroll (\$1,000)', 'Noise range for first-quarter payroll (%)', 'Number of employees', and 'Noise range for number of paid employees for pay period including March 12'. The table below shows data for Georgia with 15 rows.</p>

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(i) Click on the carrot/arrow next to “Meaning of Legal form of organization code,”

(ii) do the same for “Meaning of Employment size of establishments”

Step-by-Step Guide – Calculating the Number of “All Firms” on U.S. Census Website

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Select only “All establishments” for both Legal form and Employment size

The screenshot shows the U.S. Census Bureau data table interface. The table displays data for Georgia and Indiana in 2018. The 'Filter' menu is open, showing options for 'Meaning of Legal form of organization code' and 'Meaning of Employment size of establishments'. In both sections, the 'All establishments' option is selected and highlighted in yellow.

Geographic Area Name	2017 NAICS code	Meaning of NAICS code	Meaning of Legal form of...	Meaning of Employment...	Year	Number of establishments	Annual payroll (\$1,000)	First-quarter payroll (\$1,000)
Georgia	423310	Lumber, plywood, millwork, an...	All establishments	All establishments	2018	273	310,969	76,100
Indiana	423310	Lumber, plywood, millwork, an...	All establishments	All establishments	2018	135	111,961	26,200

Filters:

- Geographic Area Name
- 2017 NAICS code
- Meaning of NAICS code
- Meaning of Legal form of organization code
 - (Select All)
 - All establishments
 - C-corporations and other corporate legal for...
 - Individual proprietorships
 - Partnerships
 - S-corporations
- Meaning of Employment size of establishments
 - (Select All)
 - All establishments
 - Establishments with 10 to 19 employees
 - Establishments with 100 to 249 employees
 - Establishments with 20 to 49 employees
 - Establishments with 5 to 9 employees
 - Establishments with 50 to 99 employees
- Year
- Number of establishments

1 to 2 of 2 << >> Page 1 of 1 >>

Step-by-Step Guide – Calculating the Number of “All Firms” on U.S. Census Website

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The “Number of establishments” column should now display the number of all establishments for the NAICS code in the selected geography

United States Census Bureau

Search

// Search / Tables / CB1800CBP

All Sectors: County Business Patterns by Legal Form of Organization and Employment Size Class for U.S., States, and Selected Geographies: 2018

Survey/Program: Annual Economic Surveys TableID: CB1800CBP Year: 2018 Dataset: CBP2018

Data Notes Selections 2 Geographies Years Topic Survey 1 Code Hide Filter Transpose Table Margin of Error Restore Layout Download Print More Data Map

Geographic Area Name	2017 NAICS code	Meaning of NAICS code	Meaning of Legal form of...	Meaning of Employment...	Year	Number of establishments	Annual payroll (\$1,000)	First-quarter payroll (\$1,000)
Georgia	423310	Lumber, plywood, millwork, an...	All establishments	All establishments	2018	273	310,969	76,1
Indiana	423310	Lumber, plywood, millwork, an...	All establishments	All establishments	2018	135	111,961	26,2

Filters

Columns

Cell/Column Notes

Search...

(Select All)

All establishments

C-corporations and other corporate legal for...

Individual proprietorships

Partnerships

S-corporations

Meaning of Employment size of establishments

Search...

(Select All)

All establishments

Establishments with 10 to 19 employees