

**OVERALL & CONTRACT
DBE GOAL METHODOLOGY**

Airport Sponsor	City of Aberdeen, Idaho
Airport Name	Aberdeen Municipal Airport
Goal Period	FY 2018-2020 10/01/17 to 9/30/20
Projects	AIP No. 3-16-0038-009-XXXX
Name of Preparer	Corrie Esvelt-Siegford, T-O Engineers
Overall DBE Goal:	4.9%

PART 1: DBE GOAL METHODOLOGY

The calculation of three-year and contract DBE Goals, based upon 49 CFR Part 26, is a multi-phase task. The intent of the program is to create a level playing field on which DBE firms are able to compete fairly without creating a disadvantage to non-DBE competitors. This is accomplished through a detailed approach to setting both three-year and contract DBE goals that realistically consider the relevant demographics of the professional services and construction industries in the Sponsor’s location as it relates to anticipated AIP eligible work in a given fiscal year.

Name of Recipient: Aberdeen Municipal Airport

Goal Period: FY 2018/2019/2020.

DOT-assisted contract amounts:	<u>Total Amount</u>	<u>Federal Share</u>
FY2018	\$400,000	\$360,000
FY2019	\$425,000	\$382,500
FY2020	<u>\$1,125,000</u>	<u>\$1,012,500</u>
Total Amount	\$1,950,000	
Federal Share		\$1,755,000

Overall Three-Year Goal: 4.9%, to be accomplished through 0.0% RC and 4.9% RN. (Overall goal is weighted percentage.)

Total dollar amount to be expended on DBE’s: \$69,234 (Federal Share). **Note. 4.9% has been rounded from 4.879%.*

Describe the Number and Type of DOT-Assisted Contracts that the airport anticipates awarding:

Contracts Fiscal Year FY2018.

Contract #1. Professional Services – Land Acquisition Services. Work to Include: Appraisals. Estimated Amount = \$6,500.00. Federal Share = \$5,850.00.

Contract #2. Land Acquisition. Estimated amount = \$58,500.00. Federal Share = \$52,650.00. The value of Contract #2 is not included in the summary of DOT-assisted contracts or the DBE goal calculations.

Contract #3. Professional Services: Land Acquisition Services – Runway 7-25 Relocation. Work to Include: Engineering, appraisals, and real estate. Estimated Amount = \$20,000.00. Federal Share = \$18,000.00.

Contract #4. Land Acquisition – Fee Simple for Runway 7-25 Relocation. Estimated amount = \$315,000.00. Federal Share = \$283,500.00. The value of Contract #4 is not included in the summary of DOT-assisted contracts or the DBE goal calculations.

Contracts Fiscal Year FY2019

Contract #5. Professional Services (Engineering Design and Construction Observation) – Close S 3000 W and improve intersection. Work to Include: Engineering, drafting, surveying, and geotechnical testing. Estimated Amount = \$25,000.00. Federal Share = \$22,500.00

Contract #6. Construction – Close S 3000 W and improve intersection. Work to Include: Site preparation, runway construction, dump trucking, erosion control, and flagging. Estimated Amount = \$150,000.00. Federal Share = \$135,000.00.

Contract #7 Professional Services (Design Only) – Runway 7-25 Relocation. Work to include: engineering, drafting, surveying, and geotechnical testing. Estimated amount = \$250,000.00. Federal Share = \$225,000.00.

Contracts Fiscal Year FY2020

Contract 8. Professional Services (Construction Observation) – Runway 7-25 Relocation. Work to include: Engineering, Drafting, and Surveying. Estimated amount = \$90,000.00. Federal share = \$81,000.00.

Contract #9. Construction – Runway 5-27 Relocation. Work to Include: Site preparation, stripping, apron construction, dump trucking, erosion control, electrical work, and flagging. Estimated Amount = \$1,035,000.00. Federal Share = \$931,500.00.

Market Area:

The market area is the area where a substantial majority of the airport's contractors and subcontractors come from and the area which the airports spend a substantial amount of their contracting dollars. The market area for construction contractors and suppliers includes Bannock, Bingham, and Power Counties in Idaho. The market area for professional services is expanded to include the State of Idaho.

Step 1: DETERMINING A BASE FIGURE FOR THE OVERALL GOAL.

The process begins with the estimated cost and scope of anticipated work associated with AIP funding during Federal FY 2018 - 2020. The next step is listing the work elements of the project by North American Industry Classification System (NAICS) Code number and NAICS Code description.

In the market area the numbers of firms doing business with the same NAICS Code as project elements are counted. Information as to total available firms based on NAICS Code in a county is available from the United States Census Bureau, American Fact Finder (2015).

The process continues by listing the number of Certified (ready, willing and able) DBE firms based within the market area that perform the same type of work described by NAICS description. The DBE directory used to gather specific DBE firm information is from the Idaho Transportation Department updated June 2017. The objective is to set the goal to reflect the market of contractors/consultants available to provide services during FY 2018 - 2020 at Aberdeen Municipal Airport. The result is a database of the number of DBE firms potentially available in the market area, the types of work they perform and the share they represent of the area workforce. One business was omitted from the hydrology DBE list because the listing was for security consulting.

Table 1 presents market area data for professional services consultants available in the State of Idaho. Tables 2 and 3 present market area data for contractor and material suppliers available for the selected counties. Note that while some codes may appear in both the professional and construction tables, the numbers will be different due to the selected regions for the market area. All contracts anticipated to be awarded in FY 2018 are for professional services. Contracts in FY 2018 and FY 2019 are anticipated to be awarded to construction and professional services.

TABLE 1
PROFESSIONAL SERVICES CONSULTANTS

NAICS Description	NAICS Code	Number of Services, Idaho		DBE %
		All	DBE	
Appraisal	531320	131	1	0.8%
Engineering	541330	395	10	2.5%
Drafting	541340	34	2	5.9%
Surveying	541370	57	3	5.3%
Environmental	541620	80	11	13.8%
Hydrology	541690	104	5	4.8%
Cultural Resources	541720	8	8	100.0%
Real Estate Agents	531210	860	0	0.0%
Testing laboratories	541380	39	2	5.1%

TABLE 2
CONTRACTOR AVAILABILITY

NAICS Description	NAICS Code	Number of services		DBE %	Counties Included: Bannock, ID Bingham, ID Power, ID
		All	DBE		
Soil preparation, planting, and cultivating	115112	4	0	0.0%	
Highway, street (runway) construction	237310	10	1	10.0%	
Electrical, wiring installation contractors	238210	46	0	0.0%	
Site preparation contractors	238910	19	1	5.3%	
Construction materials testing	541380	3	0	0.0%	
Specialized freight and trucking, local	484220	24	1	4.2%	
Construction surveys	541370	3	0	0.0%	
Landscaping Services	561730	31	1	3.2%	
Flagging, traffic control, other services	561990	5	1	20.0%	

TABLE 3
MATERIAL SUPPLIER AVAILABILITY

NAICS Description	NAICS Code	Number of services		DBE %	Counties Included: Bannock, ID Bingham, ID Power, ID
		All	DBE		
Non- woven fabric mills	313230	0	0	0.0%	
Petroleum Terminals	424710	7	0	0.0%	
Electrical equipment, wiring supplies	423610	8	0	0.0%	

Computation of the overall goal is determined by weighting the portion each anticipated contract represents of the total estimated cost of work associated with AIP funding for Federal FY 2018 - 2020. The result is the 'Base Figure for the Overall FY 2018 - 2020 DBE Goal.'

The first step in weighting the goal is to divide each prime contract into its major elements. Each element is evaluated for DBE firm contracting opportunities. Note that Contract No. 2 and Contract No. 4 the actual Land Acquisition costs are not included in the DBE goal calculations.

Work tasks are assigned a distinct NAICS Code number. The dollar value of reasonable DBE participation by work task or contract element based on NAICS Code is calculated by multiplying the estimated dollar value total for each contract element by the ratio of DBEs available compared to the total number of firms. The dollar value of reasonable DBE participation by contract is the sum of the DBE participation by contract element. Only 60% of the value of supplies and materials purchased from a DBE supplier count toward the DBE goal. Contract amounts, work type element cost and DBE amounts shown are the Federal share. Tables 4 through 6 show the weighted goal calculation methodology for each contract.

TABLE 4
FY: 2018
CONTRACTS WORK ELEMENT BREAKDOWN

Work Type Description	NAICS Description	NAICS Code	Work Type Element Cost	Number Firms Census	Number Firms DBE Directory	DBE %	DBE \$
Fiscal Year 2018 Contracts							
Contract 1. Professional Services - Land acquisition services							
Appraisal	Offices of real estate appraisers	531320	\$5,850	131	1	0.8%	\$45
TOTAL CONTRACT #1 [federal]			\$5,850			0.8%	\$45
Contract 3. Professional Services: Land Acquisition Services - runway relocation							
Engineering	Engineering Services	541330	\$6,000	395	10	2.5%	\$152
Appraisal	Offices of real estate appraisers	531320	\$9,000	131	1	0.8%	\$69
Real Estate	Offices of Real Estate agents and Brokers	531210	\$3,000	860	0	0.0%	\$0
TOTAL CONTRACT #3 [federal]			\$18,000			1.2%	\$221
Total Fiscal Year 2018 contracts			\$23,850			1.1%	\$265

TABLE 5
FY: 2019
CONTRACTS WORK ELEMENT BREAKDOWN

Work Type Description	NAICS Description	NAICS Code	Work Type Element Cost	Number Firms Census	Number Firms DBE Directory	DBE %	DBE \$
Fiscal Year 2019 Contracts							
Contract 5. Professional Services - Design and Construction Observation (close S 3000 W and improve intersection)							
Engineering	Engineering Services	541330	\$14,500	395	10	2.5%	\$367
Drafting	Drafting services	541340	\$2,000	34	2	5.9%	\$118
Surveying	Surveying and Mapping	541370	\$4,000	57	3	5.3%	\$211
Geotechnical Testing	Testing Laboratories	541380	\$2,000	39	2	5.1%	\$103
TOTAL CONTRACT #5 [federal]			\$22,500			3.5%	\$798
Contract 6. Construction - Close S 300 W and improve Intersection							
Intersection Revision	Highway/runway construction and painting	237310	\$40,000	10	1	10.0%	\$4,000
Site prep/ Demolish Existing Road	Site preparation contractors	238910	\$37,000	19	1	5.3%	\$1,947
Dump trucking	Specialized Freight	484220	\$30,000	24	1	4.2%	\$1,250
Construction surveys	Surveying and Mapping	541370	\$5,000	3	0	0.0%	\$0
Construction materials Testing	Testing Laboratories	541380	\$5,000	3	0	0.0%	\$0
Erosion control/ hydroseeding	Landscaping Services	561730	\$3,000	31	1	3.2%	\$97
Flagging, traffic control, other services	Other Support Services	561990	\$5,000	5	1	20.0%	\$1,000
Material Suppliers							
Petroleum Terminals		424710	\$10,000	7	0	0.0%	\$0
						Materials 60% Total	\$0
TOTAL CONTRACT #6 [federal]			\$135,000			6.1%	\$8,294
Contract 7. Professional Services (Design Only) - Runway 7-25 Relocation							
Engineering	Engineering Services	541330	\$168,750	395	10	2.5%	\$4,272
Drafting	Drafting services	541340	\$22,500	34	2	5.9%	\$1,324
Surveying	Surveying and Mapping	541370	\$22,500	57	3	5.3%	\$1,184
Geotechnical Testing	Testing Laboratories	541380	\$11,250	39	2	5.1%	\$577
TOTAL CONTRACT #7 [federal]			\$225,000			3.3%	\$7,357
Total Fiscal Year 2019 contracts			\$382,500			4.3%	\$16,449

TABLE 6
FY 2020
CONTRACTS WORK ELEMENT BREAKDOWN

Work Type Description	NAICS Description	NAICS Code	Work Type Element Cost	Number Firms Census	Number Firms DBE Directory	DBE %	DBE \$
Fiscal Year 2020 Contracts							
Contract 8. Professional Services (Construction Observation) - Runway 7-25 Relocation							
Engineering	Engineering Services	541330	\$64,500	395	10	2.5%	\$1,633
Drafting	Drafting services	541340	\$5,500	34	2	5.9%	\$324
Surveying	Surveying and Mapping	541370	\$5,500	57	3	5.3%	\$289
Geotechnical Testing	Testing Laboratories	541380	\$5,500	39	2	5.1%	\$282
TOTAL CONTRACT #8 [federal]			\$81,000			3.1%	\$2,528
Contract 9. Construction - Runway 7-25 Relocation							
Stripping	Soil preparing and planting	115112	\$4,700	4	0	0.0%	\$0
Runway Construction	Highway/runway construction and painting	237310	\$372,600	10	1	10.0%	\$37,260
Electrical construction/ Runway Lighting	Electrical contractors	238210	\$37,300	46	0	0.0%	\$0
Site preparation	Site preparation contractors	238910	\$93,100	19	1	5.3%	\$4,900
Dump trucking	Specialized Freight	484220	\$139,700	24	1	4.2%	\$5,821
Construction surveys	Surveying and Mapping	541370	\$27,900	3	0	0.0%	\$0
Construction materials Testing	Testing Laboratories	541380	\$27,900	3	0	0.0%	\$0
Erosion control/ hydroseeding	Landscaping Services	561730	\$4,700	31	1	3.2%	\$152
Flagging, traffic control, other services	Other Support Services	561990	\$9,300	5	1	20.0%	\$1,860
Material Suppliers							
Geotextile		313230	\$9,300	0	0	0.0%	\$0
Electrical Supplies		423610	\$37,300	8	0	0.0%	\$0
Petroleum Terminals		424710	\$167,700	7	0	0.0%	\$0
						Materials 60% Total	\$0
TOTAL CONTRACT #9 [federal]			\$931,500			5.4%	\$49,992
Total Fiscal Year 2020 Contracts			\$1,012,500			5.2%	\$52,520

The calculation of the base figure for the overall FY 2018-2020 DBE goal is the total DBE value for all contracts divided by the total contract value. This resultant value is the base figure for the determination of the overall FY 2018-2020 DBE goal. Contract amounts and DBE amounts shown are the Federal share. Step 1 - Base Figure for the Overall FY 2018-2020 DBE Goal is shown in the Table 7 below.

**TABLE 7
ABERDEEN MUNICIPAL AIRPORT
AIP RELATED CONTRACTS – FY 2018-2020
STEP 1- BASE FIGURE FOR THE OVERALL FY 2018-2020 GOAL**

Contract	Contract Amount Federal Share	DBE Amount Federal Share	Weighted Base Figure Goal
Fiscal Year 2018 Contracts			
1. Professional Services - Land acquisition services	\$5,850	\$45	0.8%
3. Professional Services: Land Acquisition Services - runway relocation	\$18,000	\$221	1.2%
Total Fiscal Year 2018 contracts	\$23,850	\$265	1.1%
Fiscal Year 2019 Contracts			
5. Professional Services - Design and construction observation (close S 3000 W and improve intersection)	\$22,500	\$798	3.5%
6. Construction - Close S 300 W and improve intersection	\$135,000	\$8,294	6.1%
7. Professional Services (Design only) - runway 7-25 relocation	\$225,000	\$7,357	3.3%
Total Fiscal Year 2019 contracts	\$382,500	\$16,449	4.3%
Fiscal Year 2020 Contracts			
8. Professional Services (Construction observation) - Runway 7-25 relocation	\$81,000	\$2,528	3.1%
9. Construction - Runway 7-25 relocation	\$931,500	\$49,992	5.4%
Total Fiscal Year 2020 contracts	\$1,012,500	\$52,520	5.2%
TOTAL ALL CONTACTS	\$1,418,850	\$69,234	4.9%

Note that Contract No. 2 and Contract No. 4 Land Acquisition are DOT-assisted contracts, but are not included in DBE goal calculations.

This concludes Step 1 of the process of determining the overall DBE goal. The Step 1 result is the Base Figure for the Overall FY 2018 though 2020 DBE Goal, calculated as 4.9%. The Base Figure is the weighted percentage for all contracts of the goal period.

Step 2: ADJUSTING THE BASE FIGURE.

After calculating a base figure of the relative availability of DBEs, evidence was examined to determine what adjustment (if any) was needed to the base figure in order to arrive at the overall goal.

The current capacity of DBEs to perform work, as measured by the volume of work DBEs have performed in recent years and evidence from disparity studies were considered.

Past History Participation

An analysis of past actual DBE participation can provide an indication of the capacity of the DBE firms available to perform the identified work items, as measured by the component of work DBE firms have provided in recent years. Past DBE participation at the Aberdeen Municipal Airport with DBE goals developed under the 49 CFR Part 26 DBE program is summarized in Table 8.

TABLE 8
PAST DBE GOALS AND PARTICIPATION LEVELS

Project Number	Overall Approved Goal (Race-Neutral; Race-Conscious)	Overall Participation
FY 2015	No Goal, Less than \$250,000 Federal Funds	No grants awarded
FY 2016 AIP 007	4.7%(4.7%;0.0%)	27.7%
FY 2017 AIP 008	4.7%(4.7%;0.0%)	*

* Grant is anticipated in FY 2017, but has not yet been awarded and overall participation is not complete.

The Airport does not have a three year history of past participation. Because of the limited history no adjustment for past participation will be made.

The Idaho Transportation Department recently published their 2017 Disparity Study. This study has not been reviewed in enough detail at this time to determine recommendations for goal adjustments. The ITD disparity study will be considered in adjusting goals during the goal review period.

The available evidence does not suggest that an adjustment to the Base Goal is necessary. The Step 1 base figure of 4.9% will be used as the overall goal.

Consultation

The airport conducted a teleconference with interested stakeholders to obtain information relevant to goal setting. Contractors and subcontractors on the Idaho Transportation Department Bidders List, DBEs certified by ITD, and minority, women, general contractor and small business development groups in the region were invited by email on June 5, 2017. The teleconference was held on June 19, 2017 between 10:30 am and 11:30 am MDT. During the teleconference, the methodology used to establish goals was presented and discussed with participants. No recommendations were made to modify the methodology used to establish goals. As the teleconference discussion did not provide any recommendations for goal setting different than the process currently being used, no subsequent adjustment of the goals was made.

Outreach efforts for increasing DBE participation that were discussed during the teleconference included: sending mass emails to contractors and subcontractors (both DBE and non-DBE) in the region informing them in advance of contracting and subconsulting opportunities, and matching prime contractors with subcontractors.

Future goals will include input from the same sources used to set the goal for this year and will include consultation with local minority, women or general contractor groups to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and efforts to establish a level playing field for the participation of DBEs.

The airport contacted the State of Idaho Department of Transportation DBE Supportive Services for the most recent list of certified DBE firms and obtained from the U.S. Census Bureau's web page the most recent County Business Patterns Data. From the information obtained for the market area in which the airport spends a substantial amount of their contracting dollars, the certified DBE businesses were identified and the number of non-DBE businesses was determined.

Public Notice

A notice announcing the proposed overall goal and the availability of the goal-setting methodology for review was published on the Aberdeen City website.

Aberdeen Municipal Airport, FY 2018 - 2020, Overall DBE Goal: 4.9%

Section 26.51: Breakout of Estimated Race-Neutral & Race Conscious Participation

Aberdeen Municipal airport will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. Aberdeen Municipal Airport uses the following race-neutral means to increase DBE participation.

1. Quantities, specifications, and delivery schedules are arranged to facilitate DBE and other small business participation. Large contracts are divided into multiple bid schedules and bid items to make it easier to define portions of the work to subcontract.
2. Project plans are available for review at no charge at area planrooms, the Office of the Airport Manager and the project Engineer. The location where plans may be reviewed is stated in the Bid Advertisement.
3. DBE Supplemental Information is provided at the Pre-Bid Conference and distributed to everyone on the Bidders' List. The DBE requirements contained in the Bid Documents are summarized at the Pre-Bid Conference and in the Supplemental Information. In addition, questions about the DBE requirements are encouraged at the Pre-Bid Conference. The Engineer responds to questions concerning DBE participation.
4. A list of DBE subcontractors that have worked on past projects is made available to prime contractors.

5. A mass email will be sent to contractors and subcontractors (both DBE and non-DBE) in the region informing them in advance of contracting and subconsulting opportunities.

We estimate that, in meeting our overall goal of **4.9%**, we will obtain **4.9%** from race-neutral participation and **0.0%** through race-conscious measures. Aberdeen Municipal Airport does not have sufficient evidence of discrimination or its effects from which to set race-conscious goals.

The Idaho Transportation Department recently published their 2017 Disparity Study. This study has not been reviewed in enough detail at this time to determine recommendations for goal adjustments. If necessary, Aberdeen Municipal Airport will adjust the three-year goals or implement race-conscious DBE contract goals to obtain its overall goal during the review period.

We will track and report race-neutral and race-conscious participation separately. For reporting purposes, race-neutral DBE participation includes, but is not necessarily limited to, the following: DBE participation through a prime contract a DBE obtains through customary competitive procurement procedures; DBE participation through a subcontract on a prime contract that does not carry DBE goal; DBE participation on a prime contract exceeding a contract goal; and DBE participation through a subcontract from a prime contractor that did not consider a firm’s DBE status in making the award.

Because of the lack of sufficient evidence of discrimination or its effects, advertised contract goals (race-conscious) will not be used. All DBE goals for the period FY 2018 - 2020 are summarized in Table 9 below.

**TABLE 9
ABERDEEN MUNICIPAL AIRPORT
AIP RELATED CONTRACTS – FY 2018 - 2020**

DBE GOALS

Contract	Base Goal	Past Participation Adjustment	Adjusted Base Goal	Race-Neutral Goal	Advertised Goal (Contract Goals)
1. Professional Services - Land acquisition services	0.8%	Not Applicable	0.8%	0.8%	Not Applicable
3. Professional Services: Land Acquisition Services - runway relocation	1.2%	Not Applicable	1.2%	1.2%	Not Applicable
5. Professional Services - Design and construction observation (close S 3000 W and improve intersection)	3.5%	Not Applicable	3.5%	3.5%	Not Applicable
6. Construction - Close S 3000 W and improve intersection	6.1%	Not Applicable	6.1%	6.1%	Not Applicable
7. Professional Services (Design only) - runway 7-25 relocation	3.3%	Not Applicable	3.3%	3.3%	Not Applicable
8. Professional Services (Construction observation) - Runway 7-25 relocation	3.1%	Not Applicable	3.1%	3.1%	Not Applicable
9. Construction - Runway 7-25 relocation	5.4%		5.4%	5.4%	
OVERALL GOAL	4.9%	Not Applicable	4.9%	4.9%	Not Applicable

Note: Contract No. 2 and Contract No. 4 Land Acquisitions are DOT-assisted contracts, but are not included in DBE goal calculations.