

**OVERALL & CONTRACT  
 DBE GOAL METHODOLOGY**

<b>Airport Sponsor</b>	<b>City of Cascade, Idaho</b>
<b>Airport Name</b>	<b>Cascade Airport</b>
<b>Goal Period</b>	<b>FY 2018-2020 10/01/17 to 9/30/20</b>
<b>Projects</b>	<b>AIP No. 3-16-0061-015-XXX</b>
<b>Name of Preparer</b>	<b>Charles Schoenfelder, T-O Engineers</b>

**Overall DBE Goal:** **2.6%**

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**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:** Cascade Airport.

**Goal Period:** FY 2018/2019/2020.

<b>DOT-assisted contract amounts:</b>	<b><u>Total Amount</u></b>	<b><u>Federal Share</u></b>
FY2018	\$100,000.00	\$90,000.00
FY2019	\$1,048,889.00	\$944,000.00
FY2020	<u>\$166,667.00</u>	<u>\$150,000.00</u>
Total Amount	\$1,315,556.00	
	Federal Share	\$1,184,000.00

**Overall Three-Year Goal:** 2.6%, to be accomplished through 0.0% RC and 2.6% RN. (Overall goal is weighted percentage.)

**Total dollar amount to be expended on DBE’s:** \$30,900.00 (Federal Share).

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

Contracts Fiscal Year FY2018.

Contract #1. Professional Services (Engineering Design) – Rehabilitate Apron. Work to Include: design, construction plans and specifications, surveying, geotechnical, drafting, and grant administration. Estimated Amount = \$100,000.00. Federal Share = \$90,000.00.

Contracts Fiscal Year FY2019.

Contract #2. Construction - Rehabilitate Apron. Work to include: pavement removal, excavation, site preparation, grading, drainage, aggregate production and placement, bituminous pavement, pavement marking, construction surveys, and materials testing. Estimated Amount = \$898,889.00. Federal Share = \$809,000.00.

Contract #3. Professional Services (Inspection) – Rehabilitate Apron. Work to Include: bidding services, surveying, drafting, construction observation, quality assurance, grant administration, and project documentation. Estimated Amount = \$150,000.00. Federal Share = \$135,000.00.

Contracts Fiscal Year FY2020.

Contract #4. Professional Services (Engineering Design and Inspection) – Rehabilitate Runway (Pavement Maintenance). Work to Include: design, construction plans and specifications, drafting, bidding services, construction observation, and grant administration. Estimated Amount = \$33,333.00. Federal Share = \$30,000.00.

Contract #5. Construction – Rehabilitate Runway (Pavement Maintenance). Work to include: crack seal, pavement seal coat and pavement marking. Estimated Amount = \$133,334.00. Federal Share = \$120,000.00.

**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 Ada, Adams, Canyon and Valley Counties, 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 2018-2019-2020. 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 2018-2019-2020 at the Cascade 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.

Tables 1 and 2 present market area data for the number of construction contractors and material suppliers located in Ada, Adams, Canyon and Valley Counties. Table 3 presents market area data for professional services consultants available in the State of Idaho.

**TABLE 1**  
**CONTRACTOR AVAILABILITY**

NAICS Description	NAICS Code	Ada County		Adams County		Canyon County		Valley County		Total		DBE %
		All	DBE	All	DBE	All	DBE	All	DBE	All	DBE	
Soil preparation and planting	115112	0	0	0	0	8	0	0	0	8	0	0.0%
Water, sewer related construction	237110	17	2	0	0	16	0	2	0	35	2	5.7%
Highway, street (runway) construction	237310	15	2	0	0	9	0	1	0	25	2	8.0%
Concrete construction	238110	40	0	2	0	43	0	4	0	89	0	0.0%
Electrical contractors	237110	124	2	1	0	51	0	8	0	184	2	1.1%
Site preparation contractors	238910	57	3	4	0	39	0	17	0	117	3	2.6%
Specialty trade contractors	238990	91	3	0	0	40	0	7	0	138	3	2.2%
Dump trucking	484220	23	0	1	0	25	0	1	0	50	0	0.0%
Construction surveys	541370	12	0	0	0	5	0	4	0	21	0	0.0%
Construction materials testing	541380	11	2	0	0	4	0	0	0	15	2	13.3%
Landscaping contractors	561730	218	0	1	0	90	0	11	0	320	0	0.0%
Flagging, traffic control, other services	561990	22	2	0	0	4	0	1	1	26	3	11.5%

**TABLE 2**  
**MATERIAL SUPPLIER AVAILABILITY**

NAICS Description	NAICS Code	Ada County		Adams County		Canyon County		Valley County		Total		DBE %
		All	DBE	All	DBE	All	DBE	All	DBE	All	DBE	
Ready-mix concrete	327320	4	0	0	0	3	0	1	0	8	0	0.0%
Concrete pipe	327332	0	0	0	0	0	0	0	0	0	0	0.0%
Concrete precast	327390	2	0	0	0	3	0	0	0	5	0	0.0%
Electrical supplies	423610	33	1	0	0	6	0	3	0	42	1	2.4%
Petroleum terminals (asphalt)	424710	3	0	0	0	3	0	1	0	7	0	0.0%

**TABLE 3**  
**PROFESSIONAL SERVICES CONSULTANTS**

NAICS Description	NAICS Code	State of Idaho		DBE %
		All	DBE	
Appraisal	531320	131	1	0.8%
Engineering	541330	395	7	1.8%
Drafting	541340	34	1	2.9%
Surveying	541370	57	1	1.8%
Testing/geotechnical	541380	39	2	5.1%
Environmental	541620	80	9	11.3%
Hydrology	541690	104	3	2.9%
Cultural Resources	541720	6	6	100%

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 2018-2019-2020. The result is the ‘Base Figure for the Overall FY 2018-2019-2020 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. The work scope evaluation is based on the estimated cost of Professional services scopes of work or the estimated construction costs.

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. Table 4 shows the weighted goal calculation methodology for each contract.

**TABLE 4  
 CONTRACTS WORK ELEMENT BREAKDOWN**

Work Type Description	NAICS Description	NAICS Code	Work Type Element Cost	Number Firms Census	Number Firms DBE Directory	DBE %	DBE \$
<b>Fiscal Year 2018 Contracts</b>							
<b>Contract 1. Professional Services (Engineering Design): Rehabilitate Apron</b>							
Engineering	Engineering services	541330	\$76,500	395	7	1.8%	\$1,356
Drafting	Drafting services	541340	\$6,300	34	1	2.9%	\$185
Surveying	Surveying and mapping	541370	\$4,950	57	1	1.8%	\$87
Geotech	Testing services	541380	\$2,250	39	2	5.1%	\$115
<b>TOTAL CONTRACT #1</b>			<b>\$90,000</b>			<b>1.9%</b>	<b>\$1,743</b>
<b>Fiscal Year 2019 Contracts</b>							
<b>Total Fiscal Year 2018 Contracts</b>			<b>\$90,000</b>			<b>1.9%</b>	<b>\$1,743</b>
<b>Contract 2. Construction: Rehabilitate Apron</b>							
Seeding	Soil prep and planting	115112	\$1,618	8	0	0.0%	\$0
Water, sewer and related construction	Water, sewer and related construction	237110	\$40,450	35	2	5.7%	\$2,311
Taxiway construction	Highway, street (runway) construction	237310	\$177,980	25	2	8.0%	\$14,238
Concrete construction	Concrete construction	238110	\$6,472	89	0	0.0%	\$0
Excavation	Site prep contractors	238910	\$129,440	117	3	2.6%	\$3,319
Specialty trade contractors	Specialty trade contractors	238990	\$24,270	138	3	2.2%	\$528
Dump trucking	Dump trucking	484220	\$242,700	50	0	0.0%	\$0
Construction surveys	Construction surveys	541370	\$20,225	21	0	0.0%	\$0
Materials testing	Construction materials testing	541380	\$12,135	15	2	13.3%	\$1,618
Seeding	Landscaping/seeding	561730	\$1,618	320	0	3.5%	\$0
Safety	Flagging, traffic control	484220	\$16,180	26	3	11.5%	\$1,867
<b>Contract 2. Supplies: Rehabilitate Apron</b>							
Concrete	Ready-mix concrete	327320	\$2,427 X 60%	8	0	0.000	\$0
Concrete pipe	Concrete pipe	327332	\$12,135 X 60%	0	0	0.000	\$0
Concrete precast	Concrete precast	327390	\$8,090 X 60%	5	0	0.000	\$0
HMA paving	Petroleum terminals (asphalt)	424710	\$113,260 X 60%	7	0	0.000	\$0
<b>TOTAL CONTRACT #2</b>			<b>\$809,000</b>			<b>3.0%</b>	<b>\$23,881</b>

**TABLE 4, continued**  
**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, continued							
<b>Contract 3. Professional Services (Inspection): Rehabilitate Apron</b>							
Engineering	Engineering services	541330	\$113,400	395	7	1.8%	\$2,010
Drafting	Drafting services	541340	\$4,050	34	1	2.9%	\$119
Surveying	Surveying and mapping	541370	\$4,725	57	1	1.8%	\$83
Geotech	Testing services	541380	\$12,825	39	2	5.1%	\$658
<b>TOTAL CONTRACT #3</b>			<b>\$135,000</b>			<b>2.1%</b>	<b>\$2,870</b>
<b>Total Fiscal Year 2019 Contracts</b>			<b>\$944,000</b>			<b>2.8%</b>	<b>\$26,751</b>
Fiscal Year 2020 Contracts							
<b>Contract 4. Professional Services (Engineering Design and Inspection): Rehabilitate Runway (Pavement Maintenance)</b>							
Engineering	Engineering services	541330	\$26,400	395	7	1.8%	\$468
Drafting	Drafting services	541340	\$2,100	34	1	2.9%	\$62
Surveying	Surveying and mapping	541370	\$1,500	57	1	1.8%	\$26
<b>TOTAL CONTRACT #4</b>			<b>\$30,000</b>			<b>1.9%</b>	<b>\$556</b>
<b>Contract 5. Construction: Rehabilitate Runway (Pavement Maintenance)</b>							
Crack fill, marking	Highway, street (runway) construction	237310	\$12,000	25	2	8.0%	\$960
Marking removal	Site prep contractors	238910	\$4,800	117	3	2.6%	\$123
Seal coat	Specialty trade contractors	238990	\$24,000	138	3	2.2%	\$522
Material hauling	Dump trucking	484220	\$3,600	50	0	0.0%	\$0
Construction staking	Surveying and mapping	541690	\$1,200	21	0	0.0%	\$0
Safety	Flagging, traffic control, other services	561990	\$2,400	26	3	11.5%	\$277
<b>Contract 5. Supplies: Apron Pavement Maintenance</b>							
Seal coat	Petroleum terminals (asphalt)	424710	\$72,000 X 60%	7	0	0.0%	\$0
<b>TOTAL CONTRACT #5</b>			<b>\$120,000</b>			<b>1.6%</b>	<b>\$1,882</b>
<b>Total Fiscal Year 2020 Contracts</b>			<b>\$150,000</b>			<b>1.6%</b>	<b>\$2,438</b>

The calculation of the base figure for the overall FY 2018/2019/2020 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 2018/2019/2020 DBE goal. Contract amounts and DBE amounts shown are the Federal share. Step 1 - Base Figure for the Overall FY 2018/2019/2020 DBE Goal is shown in the Table 5 below.

**TABLE 5**  
**CASCADE AIRPORT**  
**AIP RELATED CONTRACTS - FY 2018/2019/2020**  
**STEP 1 - BASE FIGURE FOR THE OVERALL FY 2018/2019/2020 DBE GOAL**

Contract	Contract Amount Federal Share	DBE Amount Federal Share	Weighted Base Figure Goal
Fiscal Year 2018 Contracts			
1. Professional Services (Engineering Design): Rehabilitate Apron	\$90,000	\$1,742	1.9%
Total Fiscal Year 2018 Contracts	\$90,000	\$1,742	1.9%
Fiscal Year 2019 Contracts			
2. Construction: Rehabilitate Apron	\$809,000	\$23,881	3.0%
3. Professional Services (Inspection): Rehabilitate Apron	\$135,000	\$2,870	2.1%
Total Fiscal Year 2019 Contracts	\$944,000	\$26,751	2.8%
Fiscal Year 2020 Contracts			
4. Professional Services (Engineering Design and Inspection): Rehabilitate Runway (Pavement Maint.)	\$30,000	\$556	1.9%
5. Construction: Rehabilitate Runway (Pavement Maintenance)	\$120,000	\$1,882	1.6%
Total Fiscal Year 2020 Contracts	\$150,000	\$2,438	1.6%
<b>TOTAL ALL CONTRACTS</b>	<b>\$1,184,000</b>	<b>\$30,932</b>	<b>2.6%</b>

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 2018-2019-2020 DBE Goal, calculated as 2.6%. 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 Cascade Airport with DBE goals developed under the 49 CFR Part 26 DBE program is summarized in Table 6.

**TABLE 6**  
**PAST DBE GOALS AND PARTICIPATION LEVELS**

Project Number	Overall Approved Goal (Race-Neutral; Race-Conscious)	Overall Participation
AIP 011 FY 2010	2.5% (2.5%; 0.0%)	1.1%
AIP 012 FY 2012	2.5% (2.5%; 0.0%)	1.1%
FY 2013	No Goal, No Federal Grant	Not Applicable
FY2014	No Goal, No Federal Grant	Not Applicable
AIP 013 FY2015	2.2% (2.2%; 0.0%)	0.0%
AIP 014 FY2016	2.2% (2.2%; 0.0%)	Incomplete*
FY2017	No Federal Grant	Not Applicable

\*FY2016 contract is incomplete and DBE participation has not been reported.

The most recent three-year history indicates no DBE participation. Because of the limited history no adjustment for past participation will be made.

There is no data available from a current disparity study to consider in setting or adjusting goals. The Idaho Transportation Department is currently conducting a disparity study to be completed in calendar year 2017. Upon completion, the ITD disparity study will be considered in calculating future goals.

The available evidence does not suggest that an adjustment to the Base Goal is necessary. The Step 1 base figure of 2.6% 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. The teleconference was held on June 19, 2017 at 2:30 p.m. 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 Airport's website. No comments have been received.

### **Cascade Airport, FY 2018/2019/2020, Overall DBE Goal: 2.6%**

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

Cascade Airport will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. Cascade 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 **2.6%**, we will obtain **2.6%** from race-neutral participation and **0.0%** through race-conscious measures. Cascade Airport does not have sufficient evidence of discrimination or its effects from which to set race-conscious goals.

The Idaho Transportation Department disparity study, to be completed in calendar year 2017, will be considered by the Cascade Airport in calculating future goals. If necessary, the Cascade Airport will adjust the three-year goals or implement race-conscious DBE contract goals to obtain its overall goal.

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 2018-2019-2020 are summarized in Table 7 below.

**TABLE 7  
 CASCADE AIRPORT  
 AIP RELATED CONTRACTS - FY 2018-2019-2020  
DBE GOALS**

<b>Contract</b>	<b>Base Goal</b>	<b>Past Participation Adjustment</b>	<b>Adjusted Base Goal</b>	<b>Race-Neutral Goal</b>	<b>Advertised Goal (Contract Goals)</b>
Fiscal Year 2018 Contracts					
1. Professional Services (Engineering Design): Rehabilitate Apron	1.9%	Not Applicable	1.9%	1.9%	1.9%
Total Fiscal Year 2018 Contracts	1.9%	Not Applicable	1.9%	1.9%	1.9%
Fiscal Year 2019 Contracts					
2. Construction: Rehabilitate Apron	3.0%	Not Applicable	3.0%	3.0%	3.0%
3. Professional Services (Inspection): Rehabilitate Apron	2.1%	Not Applicable	2.1%	2.1%	2.1%
Total Fiscal Year 2019 Contracts	2.8%	Not Applicable	2.8%	2.8%	2.8%
Fiscal Year 2020 Contracts					
4. Professional Services (Engineering Design and Inspection): Rehabilitate Runway (Pavement Maintenance)	1.9%	Not Applicable	1.9%	1.9%	1.9%
5. Construction: Rehabilitate Runway (Pavement Maintenance)	1.6%	Not Applicable	1.6%	1.6%	1.6%
Total Fiscal Year 2020 Contracts	1.6%	Not Applicable	1.6%	1.6%	1.6%
<b>TOTAL ALL CONTRACTS</b>	<b>2.6%</b>	Not Applicable	<b>2.6%</b>	<b>2.6%</b>	<b>2.6%</b>