

**OVERALL & CONTRACT
DBE GOAL METHODOLOGY**

Airport Sponsor	Bonner County, Idaho
Airport Name	Priest River Municipal Airport
Goal Period	FY 2015-2017 10/01/14 to 9/30/17
Projects	AIP No. 3-16-0058-006-XXX
Name of Preparer	Charles Schoenfelder, T-O Engineers

Overall DBE Goal: **4.0%**

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: Priest River Municipal Airport.

Goal Period: FY 2017. The three-goal setting period for GA airports in the Northwest Mountain Region is FY 2015/2016/2017, but only anticipated contracts for FY2017 of the triennial goal setting period are included because the Airport did not receive FAA grant funding for FY 2015 or FY 2016.

DOT-assisted contract amounts: FY2017 \$450,000.00

Contract amounts shown are total amounts. Goals are expressed as a percentage of the total amount of a DOT-assisted contract. Anticipated grant funding available by year for the goal setting period is summarized below.

Priest River Municipal Airport Grant Funding Summary

Year	Grant Number	Federal Share	State Funds	Local Funds	Total
FY2015	NA	\$0.00	\$0.00	\$0.00	\$0.00
FY2016	NA	\$0.00	\$0.00	\$0.00	\$0.00
FY2017	To be determined	\$405,000.00	\$12,917.00	\$32,083.00	\$450,000.00
	TOTAL	\$405,000.00	\$12,917.00	\$32,083.00	\$450,000.00

Overall Three-Year Goal: 4.0%, to be accomplished through 0.0% RC and 4.0% RN. (Overall goal is weighted percentage.)

Total dollar amount to be expended on DBE’s: \$6,000.00.

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

Contracts Fiscal Year FY2015. Not included this goal calculation period because the Airport did not receive FAA grant funding for FY2015.

Contracts Fiscal Year FY2016. Not included this goal calculation period because the Airport did not receive FAA grant funding for FY2016.

Contracts Fiscal Year FY2017.

Contract #1. Professional Services (Engineering Design) – Avigation Easements. Estimated Amount = \$106,630.00.

Contract #2. Professional Services (Engineering) - Environmental Checklist. Work to Include: environmental evaluation, drafting, documentation, and grant administration. Estimated Amount = \$22,222.00.

Contract #3. Professional Services – Land Acquisition Appraisals. Work to Include: appraisals, surveys, close-out documentation, and grant administration. Estimated Amount = \$22,480.00.

Contract #4. Land Acquisition. Estimated Amount = \$298,668.00.00.

The value of Contract #4 is included in the summary of DOT-assisted contracts, but is not included in DBE goal calculations.

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 2017. The next step is listing the work elements of the project by North American Industry Classification System (NAICS) Code number and NAICS Code description.

The process continues by defining the market area where a substantial majority of the airports' 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 Bonner, Boundary and Kootenai Counties, Idaho, and Spokane County, Washington. The market area for professional services is expanded to include the State of Idaho.

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 (2014).

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 March 2017. The objective is to set the goal to reflect the market of contractors/consultants available to provide services during FY 2017 at the Priest River 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.

Table 1 presents market area data for professional services consultants available in the State of Idaho. All contracts anticipated to be awarded in FY 2017 are for professional services. Contractor and material supplier availability for the market area are not shown because there are no contracts that include those types of work anticipated for the goal setting period.

**TABLE 1
PROFESSIONAL SERVICES CONSULTANTS**

NAICS Code	Work Type Description	State of Idaho	
		All	DBE
531320	Appraiser	134	1
541330	Engineering	378	8
541340	Drafting	37	1
541370	Surveying	57	3
541620	Environmental	78	11
541690	Hydrology	97	3
541720	Cultural Resources	5	5

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 2017. The result is the ‘Base Figure for the Overall FY 2017 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 (Contracts Nos. 1, 2, 3). Work tasks are assigned a distinct NAICS Code number. Tables 2 through 5 show the weighted goal calculation methodology for each contract. Note that Contract No. 4 Land Acquisition is not included in the DBE goal calculations.

**TABLE 2
CONTRACTS WORK ELEMENT BREAKDOWN**

NAICS Code	Work Type Description	Work Type Element Cost	Portion of Total Cost %	Cost Element Multiplier
Fiscal Year 2017 Contracts				
Contract 1. Professional Services (Engineering Design): Avigation Easements				
541330	Engineering	\$85,300.00	80.0	0.800
541340	Drafting	\$5,330.00	5.0	0.050
541370	Surveying	\$16,000.00	15.0	0.150
TOTAL CONTRACT #1 COST:		\$106,630.00	100.0	1.000
Contract 2. Professional Services (Engineering): Environmental Checklist				
541330	Engineering	\$10,000.00	45.0	0.450
541340	Drafting	\$700.00	3.2	0.032
541370	Surveying	\$400.00	1.8	0.018
541620	Environmental	\$7,522.00	33.8	0.328
541690	Hydrology	\$1,800.00	8.1	0.081
541720	Cultural Resources	\$1,800.00	8.1	0.081
TOTAL CONTRACT #2 COST:		\$22,222.00	100.0	1.000
Contract 3. Professional Services: Land Acquisition Appraisals				
531320	Appraisers	\$14,580.00	64.9	0.649
541330	Engineering	\$5,200.00	23.1	0.231
541370	Surveying	\$2,700.00	12.0	0.120
TOTAL CONTRACT #3 COST:		\$22,480.00	100.0	1.000
Total Fiscal Year 2017 Contracts:		\$151,332.00		

The next task is to identify the number of DBE firms considered available to perform the type of work characterized by the NAICS Code. Table 3 summarizes DBE availability for all contractors and suppliers and establishes the respective DBE Element Multipliers. Only those NAICS Code elements that have potential DBE participation are shown.

**TABLE 3
 CONSTRUCTOR, SUBCONSULTANT and MATERIAL SUPPLIER - ALL CONTRACTS
DBE AVAILABILITY BY NAICS CODE**

NAICS Code	Description	Total Firms	DBE Firms	% DBE of Total Avail.	DBE Element Multiplier
Professional Services					
531320	Appraiser	134	1	0.7	0.007
541330	Engineering	378	8	2.1	0.021
541340	Drafting	37	1	2.7	0.027
541370	Surveying	57	2	3.5	0.035
541620	Environmental	78	11	14.1	0.141
541620	Hydrology	97	3	3.1	0.031
541720	Cultural Resources	5	5	100.0	1.000

The next calculation is to establish a DBE Participation Multiplier to be used to calculate the dollar value of the participation that can be reasonably expected from DBE firms based on NAICS Code element. The DBE Participation Multiplier shown in Table 4 is calculated by multiplying the Cost Element Multipliers determined in Table 2 by the DBE Element Multiplier determined in Table 3. Only 60% of the value of supplies and materials purchased from a DBE supplier count toward the DBE goal.

ABLE 4
DBE PARTICIPATION MULTIPLIER CALCULATION

NAICS Code	Work Type Description	Cost Element Multiplier	DBE Element Multiplier	DBE Participation Multiplier
Fiscal Year 2017 Contracts				
Contract 1. Professional Services (Engineering Design): Avigation Easements				
541330	Engineering	0.800	0.021	0.0168
541340	Drafting	0.050	0.027	0.0014
541370	Surveying	0.150	0.035	0.0053
Contract 2. Professional Services (Engineering): Environmental Checklist				
541330	Engineering	0.450	0.021	0.0095
541340	Drafting	0.032	0.027	0.0009
541370	Surveying	0.018	0.035	0.0006
541620	Environmental	0.328	0.140	0.0473
541690	Hydrology	0.081	0.031	0.0025
541720	Cultural Resources	0.081	1.000	0.0081
Contract 3. Professional Services: Land Acquisition Appraisals				
531320	Appraisers	0.649	0.007	0.0045
541330	Engineering	0.390	0.021	0.0049
541370	Surveying	0.120	0.035	0.0064

The next step in the process is to establish the dollar value of reasonable DBE participation by contract element, or NAICS Code. This is calculated by multiplying the estimated dollar value total for each contract by the DBE Participation Multiplier calculated in Table 4. The sum of the values identified as the DBE Value in Table 5 represents the total dollar value of DBE participation that can reasonably be expected for all contracts.

TABLE 5
CALCULATED DBE PARTICIPATION DOLLAR VALUE

NAICS Code	Work Type Description	Contract Amount	DBE Participation Multiplier	DBE Value
Fiscal Year 2017 Contracts				
Contract 1. Professional Services (Engineering Design): Avigation Easements				
541330	Engineering	\$106,630.00	0.0168	\$1,791.00
541340	Drafting	\$106,630.00	0.0014	\$149.00
541370	Surveying	\$106,630.00	0.0053	\$565.00
TOTAL CONTRACT #1:				\$2,505.00
Contract 2. Professional Services (Engineering): Environmental Checklist				
541330	Engineering	\$22,222.00	0.0095	\$211.00
541340	Drafting	\$22,222.00	0.0009	\$20.00
541370	Surveying	\$22,222.00	0.0006	\$13.00
541620	Environmental	\$22,222.00	0.0473	\$1,051.00
541690	Hydrology	\$22,222.00	0.0025	\$56.00
541720	Cultural Resources	\$22,222.00	0.0081	\$1,800.00
TOTAL CONTRACT #2:				\$3,151.00

TABLE 5
CALCULATED DBE PARTICIPATION DOLLAR VALUE, continued

NAICS Code	Work Type Description	Contract Amount	DBE Participation Multiplier	DBE Value
Contract 4. Professional Services: Land Acquisition Appraisals				
531320	Appraisers	\$22,480.00	0.0045	\$101.00
541330	Engineering	\$22,480.00	0.0049	\$110.00
541370	Surveying	\$22,480.00	0.0064	\$144.00
TOTAL CONTRACT #3:				\$355.00
Total Fiscal Year 2017 Contracts				\$6,011.00
TOTAL ALL CONTRACTS				\$6,011.00

The calculation of the base figure for the overall FY 2017 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 2017 DBE goal.

PRIEST RIVER MUNICIPAL AIRPORT
AIP RELATED CONTRACTS - FY 2017
STEP 1 - BASE FIGURE FOR THE OVERALL FY 2017 DBE GOAL

Contract	Total Contract Amount	Total DBE Amount	Weighted Base Figure Goal
Fiscal Year 2017 Contracts			
1. Professional Services (Engineering Design): Avigation Easement	\$106,630.00	\$2,505.00	2.3%
2. Professional Services (Engineering): Environmental Checklist	\$22,222.00	\$3,151.00	14.2%
3. Professional Services: Land Acquisition Appraisals	\$22,480.00	\$355.00	1.6%
Total Fiscal Year 2017 Contracts	\$151,332.00	\$6,011.00	4.0%
TOTAL ALL CONTRACTS	\$151,332.00	\$6,011.00	4.0%

Note that Contract No. 4. Land Acquisition is a DOT-assisted contract, but is 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 2017 DBE Goal, calculated as 4.0%. The Base Figure is the weighted percentage for all contracts of the goal period.

Step 2: ADJUSTING THE BASE FIGURE.

Past History Participation

The objective of this step is to ensure that the overall goal accurately reflects DBE participation in the absence of discrimination. The need for an adjustment to the base figure can best be evaluated through an analysis of past actual DBE participation. Such an analysis will 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 Priest River Municipal 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 004 FY2013	No Goal, Less than \$250,000 Federal Funds	11.4%
AIP 005 FY2014	1.5% (1.5%; 0.0%)	16.8%

The Airport does not have a three year history of past participation. No adjustment for past participation will be made. The Step 1 base figure of 4.0% will be used as the overall goal.

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 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.

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.

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 September 29, 2016 to participate. The teleconference was held on October 12, 2016 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.

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.

Priest River Municipal Airport, FY 2017, Overall DBE Goal: 4.0%

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

Priest River Municipal Airport will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. Priest River 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 **4.0%**, we will obtain **4.0%** from race-neutral participation and **0.0%** through race-conscious measures. Priest River Municipal 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 Priest River Municipal Airport in calculating future goals. If necessary, the Priest River

Municipal 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 2017 are summarized below.

**PRIEST RIVER MUNICIPAL AIRPORT
 AIP RELATED CONTRACTS - FY 2017
DBE GOALS**

Contract	Base Goal	Past Participation Adjustment	Adjusted Base Goal	Race-Neutral Goal	Advertised Goal (Contract Goals)
1. Professional Services (Engineering Design): Avigation Easement	2.3%	Not Applicable	2.3%	2.3%	Not Applicable
2. Professional Services (Engineering): Environmental Checklist	14.2%	Not Applicable	14.2%	14.2%	Not Applicable
3. Professional Services Land Acquisition Appraisals	1.6%	Not Applicable	1.6%	1.6%	Not Applicable
OVERALL GOAL	4.0%	Not Applicable	4.0%	4.0%	Not Applicable

Note that Contract No. 4. Land Acquisition is a DOT-assisted contract, but is not included in DBE goal calculations.