

City of Brewster, Washington
Anderson Field
FY 2016-2017
Overall Goal to the
Disadvantaged Business Enterprise (DBE)
Program



OVERALL GOALS (\$26.45).....2
 AMOUNT OF GOAL – FY 2016-2017 IMPROVEMENTS 2

METHOD.....2
 DETERMINING TYPES OF WORK 2
 DETERMINING THE GEOGRAPHICAL AREA..... 3

DETERMINING THE COMMON OPPORTUNITIES IN THE FY 2017 PROJECT3
 STEP 1 – ANALYSIS 3
 STEP 2 – ADJUSTMENT..... 4
 Step 2(a) – Past Participation.....5
 Step 2(b) – Disparity Studies6
 Step 2(c) – Consultation6
 Step 2(d) – Adjusted DBE Goal6

BREAKOUT OF RACE NEUTRAL AND RACE CONSCIOUS PARTICIPATION6
 CONSIDERATIONS FOR RACE NEUTRAL..... 6
 CONSIDERATIONS FOR RACE CONSCIOUS..... 6

PROCESS7

PUBLIC NOTICE7
 PUBLIC NOTICE 8

FY 2016-2017 Overall Goal Amendment

Overall Goals (\$26.45)

Amount of Goal – FY 2016-2017 Improvements

This document proposes a DBE goal for FY 2016 and FY 2017 for Anderson Field in Brewster, Washington. The projects referred to in this report appear on the most recent Capital Improvement Plan (CIP) for Anderson Field.

The purpose of establishing a DBE goal is to promote the use of disadvantaged businesses in our geographical area and to assure FAA grant eligibility for projects at Anderson Field.

The overall goal for FY 2016-2017 is 3.08% (Race Neutral Goal: 3.08%, Race Conscious Goal: 0%).

Method

Determining Types of Work

Anderson Field received an FAA grant for a design project in FY 2016 in the amount of \$150,000. Because this is less than the \$250,000 threshold for inclusion in a DBE goal, this project will not be included. There are two 2017 projects planned for Anderson Field. The first FY 2017 project is a lighting project, which replaces the existing runway lights and signs, and includes associated electrical work. The second FY 2017 project is a Master Plan Update. The projects and estimated costs are listed in Table 1. The lighting project is expected to create possible subcontracting opportunities in an estimated seven (7) different disciplines, as listed in Table 2, paired with their respective NAICS codes. The Master Plan Update is a planning project, and will only utilize an aviation engineering/planning firm.

Table 1: FY 2016-2017 Capital Improvement Projects

FY 2016 Project		FY 2017 Projects			
Design – Lighting project	\$166,667	Construction – Lighting Project	\$666,667	Master Plan Update	\$333,333

These are total dollars. FAA funds 90% of these amounts

Table 2: Disciplines Anticipated in FY 2017 Project

Discipline	NAICS	Discipline	NAICS	Discipline	NAICS
Commercial Building Construction	236220	Airport Electrical	238210	Construction Surveying	541370
Highway, Street, and Bridge Construction	237310	Excavation Work	238910	Material Testing	541380

Determining the Geographical Area

Based on past federally funded airport projects, the prime contractors that generally bid on projects are predominately from a specific geographic region. That region is hereafter referred to as our Market Area. Using the City of Brewster as the reference point, the Market Area includes Okanogan County, Chelan County and Douglas County.

Information concerning the businesses within the Market Area was derived through online business directories within the Market Area. Information concerning DBE businesses in the Market Area was taken from the Washington State Office of Minority and Women's Business Enterprises. Contact with these local DBEs then occurred via telephone to confirm their interest in the upcoming project.

Federal grant authorities prohibit recipients from using geographic preference in the evaluation of bids or proposals for DOT-assisted contracts, including contracts funded with AIP grants. The specific regulation outlining this requirement is 49 CFR Part 18, "Uniform Administration Requirements for Grants and Cooperative Agreements to State and Local Governments."

Determining the Common Opportunities in the FY 2017 Projects

A two-step process is conducted to determine the opportunities for DBE: (1) Analysis and (2) Adjustment.

Step 1 – Analysis

Lighting Project:

Table 3 below summarizes the total available businesses, total DBE businesses, and estimated available DBE contract dollars for each aspect of the FY 2017 lighting project. The data source for the total available businesses comes from the US Census Bureau – County Business Patterns website. The Washington state OMWBE Directory provided the list of DBE businesses available. Table 4 lists the individual DBE contractors available in the Market Area.

Table 3 is used to determine the percentage of the total estimated project costs which is available to DBE Contractors. The number of total contractors and the number of DBE contractors available for each relevant category of work are listed. A rough estimate of the combined project costs is tabulated along with a breakdown of costs by construction category. From these figures, a weighted percentage of contract dollars available to DBE's in the Market Area can be calculated. First, the percent of DBE firms in each category is calculated. The estimated cost of construction for each category is multiplied by this percentage to determine the amount that would be paid to DBE firms if they were to do this work. Next, the amounts available for DBE firms in each category are totaled. Finally, the dollar value available to DBE firms is divided by the estimated combined project total. The result is the percentage of contract work available to DBE firms. For this project, that percentage is 0.77%.

Table 3: Determination of DBE Opportunities

NAICS Code	Classification	Total Businesses	Total DBE Businesses	% DBE Business	Contract Dollars FY 2016-2017	Contract Dollars DBE ¹
236220	Commercial Building Construction	16	0	0.0%	\$40,000.02	\$0.00
237310	Highway, Street, and Bridge Construction	5	3	60.0%	\$8,000.00	\$4,800
238210	Airport Electrical	48	0	0.0%	\$592,000.30	\$0.00
238910	Excavation & Aggregate	58	3	5.25%	\$6,666.67	346.67
541370	Construction Surveying	13	0	0.0%	\$6,666.67	\$0.00
541380	Material Testing	3	0	0.0%	\$13,333.34	\$0.00
Total					\$666,667.00	\$5,146.67
Contract Work Available to DBE Firms:						0.77%

These are total dollars. FAA funds 90% of these amounts

Table 4 lists the DBE firms in the Market Area that are available for the types of services required in the construction of the FY 2017 project.

Table 4: Disadvantaged Business Enterprises in the Market Area

	Business Name	Type of Work
1	Tunnel Hill Granite (Chelan County)	Excavation contractor (238910)
2	B B Contracting Inc. (Okanogan County)	Excavation contractor (238910), Construction management, highway, road, street and bridge (237310)
3	Cates & Erb Inc (Okanogan County)	Culverts, highway, road and street, construction (237310), Excavating, earthmoving, or land clearing contractors (238910)
4	Carlene Yacinich (Chelan County)	Painting lines on highways, streets and bridges (237310)

Master Plan Update:

Table 5 shows the number of total firms and DBE firms that are available to do work on a Master Plan. The list was compiled from known aviation firms throughout the country that have done this type of work in the past. The starting point for this list of firms was the 2016 Top 500 Design Firms from Engineering News Record. Additionally, firms not included in this list but known in the area were added in to the total. A list of the Civil Engineering firms in the state of Washington was reviewed to determine if any do aviation master planning. No firms were added to the those already found. In the case of a Master Plan Update, work is not split into subcontracting opportunities. Of the thirteen firms which do this type of work, one is a DBE. The award of this contract will then either create a 0% participation or a 100% participation. The DBE percentage for this project will be 7.7%, which is one firm out of the total 13 firms available.

Table 5: Determination of DBE Opportunities

NAICS Code	Classification	Total Businesses	Total DBE Businesses	% DBE Business	Contract Dollars FY 2016-2017
541330	Engineering Services	13	1	7.7%	\$333,333.00
Total					\$333,333.00
Contract Work Available to DBE Firms: 7.7%					

These are total dollars. FAA funds 90% of these amounts

Table 6 lists the DBE firm in the Market Area that is available for the Master Plan Update project.

Table 6: Disadvantaged Business Enterprises in the Market Area

	Business Name	Type of Work
1	WHPacific Diversity Northwest LLC	Engineering (541330)

The weighted average for these two projects is calculated as follows:

$$\text{Overall DBE Participation: } \frac{\$666,667 * 0.77\% + \$333,333 * 7.7\%}{\$666,667 + \$333,333} = 3.08\%$$

Step 2 – Adjustment

The regulations allow for an adjustment to the base figure percentage (derived above) for circumstances or issues that might impact the availability.

Step 2(a) – Past Participation

The need for an adjustment to the base figure can be determined through an evaluation of past DBE goals and participation. Table 7 below averages the actual DBE participation during the most recent AIP projects.

Table 7: Actual Historical DBE Participation

Type of Work	No. of Contracts	Total \$ Awarded	Actual \$ to DBE	% DBE
2012 Pavement Maintenance, Fencing Project	3	\$200,308.31	\$0.00	0%
2013 NAVAIDs Project	3	\$146,736.21	\$0.00	0.0%
Totals	6	\$347,044.52	\$0.00	0.0%

The weighted average percentage of work for DBE’s of 3.08% from Step 1 is adjusted by incorporating past participation. The method for adjustment is taken from the “Tips for Goal-Setting in the Disadvantaged Business Enterprise (DBE) Program,” which was issued by the U.S. Department of Transportation Office of Small and Disadvantage Business Utilization.

A 0% past participation cannot be used to make a downward adjustment to the current DBE goal.

Step 2(b) – Disparity Studies

WSDOT conducted a disparity study that became available in 2012. This study focused mainly on state highway construction projects. The aviation projects were not included in this study due to the low number of projects available for analysis, and therefore results from that study are not considered in this goal calculation.

Step 2(c) – Consultation

The FAA dbE-Connect website has a DBE Directory which was used to determine DBEs in the area that may bid on the above projects.

Prior to finalizing the goal, a teleconference call was held to allow businesses in the Market Area to provide input on the methodology used in this goal calculation.

A teleconference call was held on March 16, 2017 from 10:30 am to 11:30 am to allow businesses in the Market Area to provide input on the draft DBE goals. Notice of this meeting was sent to local Chambers of Commerce in Wenatchee and Brewster, WA. DBE businesses shown in Table 4 were also contacted when possible regarding the teleconference. The Chambers of Commerce distributed the meeting notice to their entire membership.

Step 2(d) – Adjusted DBE Goal

The overall DBE Goal will have no adjustments, and is set at 3.08%.

Breakout of Race Neutral and Race Conscious Participation

Considerations for Race Neutral

The City of Brewster will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. The City of Brewster uses the following race-neutral means to increase DBE participation:

- Contracts will be unbundled to include pricing for separate items thus encouraging DBE participation;
- Notice of Invitation for Bids will be sent to the local newspaper to make minority, women, and/or small businesses aware of the project;

Through the bid and award process of past projects there appears to be no prejudices shown towards those DBE Contractors wishing to participate.

Considerations for Race Conscious

Race conscious participation has not been considered.

Process

The City of Brewster will submit this DBE goal to FAA prior to the issuance of the 2017 grants. Subsequent goals will be submitted by August 1 prior to the beginning of each goal period, starting in 2017.

Public Notice

The City of Brewster will publish a notice of the proposed overall goal on their website (<http://www.cityofbrewsterwashington.org/>) informing the public that the proposed goal and its rationale are available for inspection and comment during normal business hours at the airport's principal office for 30 days following the date of the notice.

Our overall goal submission to the FAA will include a summary of information and comments received and the airport's responses during the public participation process. We will begin applying our overall goal effective October 1st of each year if possible. In all cases the overall goal will be effective prior to the publication of the Invitation for Bids of the upcoming construction project.

Sample Public Notice Language:**PUBLIC NOTICE**

The City of Brewster hereby announces its fiscal years 2016 - 2017 Disadvantaged Business Enterprise (DBE) Race-Neutral goal of 3.08% for upcoming airport projects. The proposed goal and rationale are available for inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday at the Brewster City Hall, 105 South 3rd St., Brewster, Washington for 30 days from the date of this publication.

Comments on the DBE overall goal may be sent to:

City of Brewster
105 South 3rd St.
Brewster, WA 98812

or

Federal Aviation Administration
Civil Rights Staff, ASW-9
PO Box 92007
Los Angeles CA 90009