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## Overall DBE Goal Methodology

**Airport Sponsor:** County and City of Spokane, c/o Spokane Airport Board

**Airport Name:** Spokane-Felts Field (SFF)

**Goal Period:** FY 2023 (10/1/2022 through 9/30/2023)

**Overall DBE Goal:** 3.7%, to be accomplished through 2.3% RC and 1.4% RN

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**DOT-assisted contract amounts:**

|        |           |
|--------|-----------|
| 2023   | \$590,000 |
| Totals | \$590,000 |

**Overall Goal:** 3.7%, to be accomplished through 2.3% Race Conscious and 1.4% Race Neutral

**Total dollar amount to be expended on DBEs:** \$18,216

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

Contracts in Fiscal Year 2023

1. Tie Down Apron Improvement Construction - \$590,000

**Market Area**

Construction: Adams, Lincoln, Spokane and Stevens Counties in Washington; and Kootenai County in Idaho.

Professional Services: Adams, Lincoln, Pend Oreille, Spokane, Stevens and Whitman Counties in Washington; and Kootenai County in Idaho.

**Step 1. Actual relative availability of DBEs**

The base figure for the relative availability was calculated as follows:

Method: Use DBE Directories (<https://omwbe.wa.gov/directory-certified-businesses>) and Census Bureau Data (<https://data.census.gov/cedsci/>).

Weighted Availability of DBE firms:

**Fiscal Year 2023**

For 10/1/2022 - 9/30/2023, award of the following is anticipated:

| Project Name                            | Trade Description     | NAICS Description       | NAICS  | Trade (\$) | Directory | Census | DBE (%) | DBE (\$) (= Trade \$ x DBE %) |
|---|-----------------------|-------------------------|--------|------------|-----------|--------|---------|-------------------------------|
| Tie Down Apron Improvement Construction | Pavement Construction | Pavement Construction   | 237310 | \$320,000  | 1         | 36     | 2.8%    | \$8,889                       |
| Tie Down Apron Improvement Construction | Trucking              | Dump Trucking           | 484220 | \$150,000  | 4         | 78     | 5.1%    | \$7,692                       |
| Tie Down Apron Improvement Construction | Site Preparation      | Site Preparation        | 238910 | \$50,000   | 2         | 177    | 1.1%    | \$565                         |
| Tie Down Apron Improvement Construction | Electrical            | Electrical Construction | 238210 | \$25,000   | 2         | 219    | 0.9%    | \$228                         |
| Tie Down Apron Improvement Construction | Geotechnical Testing  | Geotechnical            | 541380 | \$20,000   | 0         | 22     | 0.0%    | \$0                           |
| Tie Down Apron Improvement Construction | Traffic and Safety    | Flagging                | 561990 | \$8,000    | 4         | 38     | 10.5%   | \$842                         |
| Tie Down Apron Improvement Construction | Landscaping           | Seeding                 | 561730 | \$7,000    | 0         | 286    | 0.0%    | \$0                           |
| Tie Down Apron Improvement Construction | Surveying and Mapping | Surveying               | 541370 | \$10,000   | 0         | 14     | 0.0%    | \$0                           |
| Tie Down Apron Improvement Construction |                       |                         |        | \$590,000  |           |        | 3.1%    | \$18,216                      |
| Year 3 Total                            |                       |                         |        | \$590,000  |           |        | 3.1%    | \$18,216                      |

The base goal projection after weighting is as follows:

- Total Weighted DBE Availability: **\$18,216**
- Total for All Trades: **\$590,000**

Dividing the weighted DBE totals by the total estimate for all trades gives a base DBE availability figure for the projects anticipated during the goal-setting period. This figure is expressed as a percentage and serves as the basis for the three-year overall goal.

Base of DBE Goal: **3.1%**

The 2019 Washington State Disparity Study recommends a Step 2 adjustment related to DBE business formation rates, as indicated in the Disparity Study. For this adjustment, the data sources used for Felts Field are from the business formation rates of Black (3.1%), Latino (4.5%), Native American (4.2%), Asian/Pacific Islander (8.8%), Other (4.3), White Women (10.2%), and Non-White Males (6.5%) in the construction industry; and Black (0.9%), Latino (5.0%), Native American (0.0%), Asian/Pacific Islander (3.3%), Other (0.0%), White Women (5.3%), and Non-White Males (4.5%) in the construction-related services industry. For the Step 2 adjustment, the average value of the above data sources (**4.3%**) was averaged with the Step 1 figure of **3.1%** to come up with an overall goal of **3.7%**.

#### Breakout of Estimated “Race and Gender Neutral” (RN) and “Race and Gender Conscious” (RC) Participation

Spokane-Felts Field will meet the maximum feasible portion of the overall goal by using RN means of DBE participation.

Spokane-Felts Field will meet the maximum feasible portion of the overall goal by using race neutral means of facilitating DBE participation. Spokane-Felts Field estimates that in meeting the established overall goal of 3.7%, it will obtain 1.4% from RN participation and 2.3% through RC measures. Spokane-Felts Field uses the following RN means to increase DBE participation:

1. Quantities, specifications, and delivery schedules are arranged to facilitate DBE and small business participation (e.g. 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 Bid Documents are available for review at no charge on the plan center website. The location where Bid Documents may be reviewed will always be stated in the advertisement and Call for Bids document.
3. DBE Supplemental information and requirements are identified at the Pre-Bid Conference and will be discussed in further detail if Bidders have questions. 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.
4. A list of DBE subcontractors that have worked on past FAA-funded projects is made available to prime contractors upon request.
5. The project will be advertised in the local newspapers and Daily Journal of Commerce in the region(s) to inform the bidding community of the FAA-funded project.

This breakout is based on the expected use of a DBE contractor for traffic safety services.

Spokane-Felts Field will adjust the estimated breakout of race neutral and race conscious DBE participation as needed to reflect actual DBE participation (see §26.51(f)) and track and report race neutral and race conscious participation separately. For reporting purposes, RN DBE participation includes, but is not necessarily limited to the following: DBE participation through a prime contract obtained through customary competitive procurement procedures; DBE participation through a subcontract on a prime contract that does not carry a 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.

## **Consultation**

In establishing the overall goal, Spokane-Felts Field provided consultation and publication. This process included consultation with minority, women, and general contractor groups, community organizations, and other officials or organizations which could be expected to have information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and the Spokane-Felts Field's efforts to establish a level playing field for the participation of DBEs. The consultation included a scheduled, direct, interactive exchange with as many interested stakeholders as possible focused on obtaining information relevant to the goal setting process, and was conducted before the goal methodology was submitted to the operating administration for review. Details of the consultation are as follows.

The consultation engaged in was a teleconference, which was held via Teams at 2:00 pm on September 1, 2020.

The following comments were received during the consultation:

The proposed projects receiving FAA AIP funding expected to occur during the goal period were described.

Goals will be made available on the airport website <https://business.spokaneairports.net/dbe-goals/>

For FAA-funded projects, DBE's will be targeted by advertising projects for 7 days, during the pre-bid meetings, notifying the bid-holder list, and outreach to local DBE groups.

For FAA-funded projects, goals will be established for construction and design portions of projects. Informational meetings will aid in providing project details for professional services.

The FAA Matchmaker System is a tool to help DBE's find bid opportunities. <https://faa.dbesystem.com/>

DBE goals are established if the cumulative total value of prime contracts exceeds \$250,000 in FAA funds in a federal fiscal year.

Meeting minutes of this consultation will be made available with airport contact information:

Lisa Corcoran, Director of Planning and Engineering, Spokane International Airport, Business Park, & Felts Field, 509-455-6406, [Lcorcoran@spokaneairports.net](mailto:Lcorcoran@spokaneairports.net)

A notice of the proposed goal was published on the Spokane International official website before the methodology was submitted to Federal Aviation Administration.

If the proposed goal changes following review by Federal Aviation Administration, the revised goal will be posted on Spokane-Felts Field official website.

Notwithstanding paragraph (f)(4) of §26.45, Spokane-Felts Field proposed goals will not be implemented until this requirement has been met.

## **Sample Public Notice Language**

### PUBLIC NOTICE

Spokane-Felts Field hereby announces its proposed Disadvantaged Business Enterprise (DBE) participation goal of 3.7% for FAA-funded contracts/agreements. The proposed goal pertains to federal fiscal years 2021 through 2023 (10/1/2020 - 9/30/2023). A teleconference was held on September 1, 2020 at 2:00 pm for the purpose of consulting with stakeholders to obtain information relevant to the goal-setting process.

Comments on the DBE goal will be accepted for 30 days from the date of this publication and can be sent to the following:

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