

ATTACHMENT 5

Overall DBE Fiscal Year 2020-2021 Goal Methodology

Name of Recipient: Prescott Regional Airport – Ernest A. Love Field, City of Prescott

Goal Period: FY 2020-21 (10/1/2019 through 9/30/2021)

DOT-assisted contract amounts:

Fiscal Year 2020	\$14,500,000
Fiscal Year 2021	\$617,500
Totals	\$15,117,500

Overall Three-Year Goal: 5.5%, to be accomplished through
4.4% Race Conscious and,
1.1% Race Neutral

Total dollar amount to be expended on DBEs: \$739,261

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

Contracts in Fiscal Year 2020

1. Taxiway C Relocation, RIM & Hot Spot Mitigation (Construction) - \$14,500,000

Contracts in Fiscal Year 2021

1. Environmental Assessment ARFF, Ops & Maintenance Building - \$237,500
2. Environmental Assessment Runway 21L and Taxiway C & D Extension - \$380,000

Market Area:

The market area includes the counties of Yavapai, Maricopa, and Coconino.

Step 1. Actual relative availability of DBEs

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

Method: Use DBE Directories on Arizona's Unified Transportation Registration and Certification System (<https://utracs.azdot.gov>) and Census Bureau Data (<https://data.census.gov>).

Weighted Availability of DBE firms:

**Prescott Regional Airport – Ernest A. Love Field
FY 2020-2021 Overall DBE Goal Methodology**

Fiscal Year 2020:

For 10/1/2019 - 9/30/2020, award of the following is anticipated:

Project Name	Trade Description	NAICS Description	NAICS	Trade (\$)	Census	Directory	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
Taxiway C Relocation, RIM & Hot Spot Mitigation (Construction)	Asphalt Paving Contractors	Highway, Street, and Bridge Construction	237310	\$8,350,000	3	107	2.8%	\$234,112
Taxiway C Relocation, RIM & Hot Spot Mitigation (Construction)	Earthwork Contractors	Site Preparation Contractors	238910	\$2,700,000	27	299	9.0%	\$243,813
Taxiway C Relocation, RIM & Hot Spot Mitigation (Construction)	Electrical Construction	Electrical Contractors and Other Wiring Installation Contractors	238210	\$2,000,000	38	996	3.8%	\$76,305
Taxiway C Relocation, RIM & Hot Spot Mitigation (Construction)	Engineering Services	Engineering Services	541330	\$1,450,000	58	958	6.1%	\$87,787
Taxiway C Relocation, RIM & Hot Spot Mitigation (Construction)				\$14,500,000			4.4%	\$642,017
FY 2020 Total				\$14,500,000			4.4%	\$642,017

Fiscal Year 2021:

For 10/1/2020 - 9/30/2021, award of the following is anticipated:

Project Name	Trade Description	NAICS Description	NAICS	Trade (\$)	Census	Directory	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
Environmental Assessment ARFF, Ops & Maintenance Building	Environmental Consulting Services	Environmental Consulting Services	541620	\$237,500	20	127	15.7%	\$37,402
Environmental Assessment ARFF, Ops & Maintenance Building				\$237,500			15.7%	\$37,402
Environmental Assessment Runway 21L and Taxiway C & D Extension	Environmental Consulting Services	Environmental Consulting Services	541620	\$380,000	20	127	15.7%	\$59,843
Environmental Assessment Runway 21L and Taxiway C & D Extension				\$380,000			15.7%	\$59,843
FY 2021 Total				\$617,500			15.7%	\$97,244

The base goal projection after weighting is as follows:

- Total Weighted DBE Availability: **\$739,261**
- Total for All Trades: **\$15,117,500**

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: **4.9%**

Step 2. Adjustments to the Step 1 base figure

Past History Participation

One piece of data used to determine the adjustment to the base figure was the median of historical DBE accomplishments, as follows:

FY	Total Grant \$ Amount	DBE Goals			Accomplishments			Type of Work
		Race Conscious (%)	Race Neutral (%)	Total	Race Conscious (%)	Race Neutral (%)	Total	
FY 19	\$807,500	0.0%	0.0%	0.0%	0.0%	13.1%	13.1%	Reconstruct Taxiway [Taxiway C], Reconstruct Taxiway [Taxiways A and B4]
FY 18	\$5,357,837	0.0%	0.0%	0.0%	0.0%	6.1%	6.1%	Rehabilitate Runway - 03R/21L, Rehabilitate Runway Lighting - 03R/21L
FY 16	\$950,000	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	Update Airport Master Plan Study
FY 15	\$3,539,500	0.0%	6.3%	6.3%	0.0%	6.4%	6.4%	Install Emergency Generator, Install Taxiway Lighting
FY 15	\$380,000	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	Acquire Aircraft Rescue & Fire Fighting Vehicle

Arranging this historical data from low to high (0%, 0%, 6.1%, 6.39%, 13.12%), the median is **6.1%**.

Step 1 Base averaged with historical median: **(4.9% + 6.1%) / 2 = 5.5%**

To arrive at an overall goal, the Step 1 base figure was added to the Step 2 adjustment figure and the total was averaged, arriving at an overall goal of **5.5%**. City of Prescott believes this adjusted goal accurately reflects DBE participation that can be achieved for the type(s) of work being awarded during this three-year goal period (FY 2019-21).

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

City of Prescott will meet the maximum feasible portion of the overall goal by using race neutral means of facilitating DBE participation.

1. Arranging solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitates DBE, and other small businesses, participation;
2. Providing assistance in overcoming limitations such as inability to obtain bonding or financing;
3. Providing technical assistance and other services;
4. Carrying out information and communications programs on contracting procedures and specific contract opportunities;

5. Implementing a supportive services program to develop and improve immediate and long-term business management, record keeping, and financial and accounting capability for DBEs and other small businesses;
6. Providing services to help DBEs and other small businesses improve long-term development, increase opportunities to participate in a variety of kinds of work, handle increasingly significant projects, and achieve eventual self-sufficiency;
7. Establishing a program to assist new, start-up firms, particularly in fields in which DBE participation has historically been low;
8. Ensuring distribution of DBE directory, through print and electronic means, to the widest feasible universe of potential prime contractors;
9. Assist DBEs and other small businesses, to develop their capability to utilize emerging technology and conduct business through electronic media.

City of Prescott estimates that in meeting the established overall goal of 5.5%, it will obtain 1.1% from RN participation and 4.4% through race conscious measures.

This breakout is based on:

The types of projects during the FY 2020-2021 goal period include a construction project (\$14.5 million) and two environmental projects (\$617,500). Based on these types of projects and the available funding for these projects, most of the opportunities for DBE participation will likely come from construction. To ensure that DBE participation occurs during construction the 4.4% calculated DBE opportunity for the FY 2020 year will be obtained through race conscious measures. The remaining 1.1% will be obtained through race neutral means.

City of Prescott 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, City of Prescott provided for consultation and publication. This process included consultation with minority, women's, 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 City of Prescott'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 an in-person meeting, which was held on March 11th, 2020 from 4pm to 5pm at the Prescott Regional Airport Administration Building located at 6546 Crystal Lane, Prescott, AZ 86301.

The following comments were received during the course of the consultation:

<To be inserted here>

A notice of the proposed goal was published on the Prescott Regional Airport – Ernst A. Love Field 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 Prescott Regional Airport – Ernst A. Love Field's official website.

Notwithstanding paragraph (f)(4) of §26.45, City of Prescott proposed goals will not be implemented until this requirement has been met.

Sample Public Notice Language

PUBLIC NOTICE

City of Prescott and the Prescott Regional Airport – Ernest A. Love Field hereby announces its proposed Disadvantaged Business Enterprise (DBE) participation goal of 5.5% for FAA-funded contracts/agreements. The proposed goal pertains to federal fiscal years 2020 through 2021 (10/1/2019 - 9/30/2021). An in-person meeting will be held on March 11th, 2020 from 4pm to 5pm at the Prescott Regional Airport Administration Building located at 6546 Crystal Lane, Prescott, AZ 86301 for the purpose of consulting with stakeholders to obtain information relevant to the goal-setting process. The draft document of the **FY 2020-2021 Overall DBE Goal Methodology for the Prescott Regional Airport – Ernest A. Love Field** can be viewed on the Airport's official website.