

---

**FY 2019/2020/2021**  
**Disadvantaged Business Enterprise**  
**Goals and Methodology Report**  
**Cottonwood Municipal Airport**



## POLICY STATEMENT

### **Section 26.1, 26.23 Objectives/Policy Statement**

The Cottonwood Municipal Airport (Airport) has established a Disadvantaged Business Enterprise (DBE) Program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. The Airport has received Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, the Airport has signed an assurance that it will comply with 49 CFR Part 26 (hereafter referred to as "Part 26").

It is the policy of the Airport to ensure that DBEs as defined in Part 26, have an equal opportunity to receive and participate in DOT-assisted contracts. It is also Airport policy to engage in the following actions on a continuing basis:

1. Ensure nondiscrimination in the award and administration of DOT- assisted contracts;
2. Create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
3. Ensure that the DBE Program is narrowly tailored in accordance with applicable law;
4. Ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
5. Help remove barriers to the participation of DBEs in DOT assisted contracts;
6. Promote the use of DBEs in all types of federally-assisted contracts and procurement activities;
7. Assist the development of firms that can compete successfully in the market place outside the DBE Program; and
8. Make appropriate use of the flexibility afforded to recipients of Federal financial assistance in establishing and providing opportunities for DBEs.

Kirsten L. Lennon, Cottonwood Municipal Accounting/Budget Manager has been delegated as the DBE Liaison Officer. In that capacity, the Accounting/Budget Manager is responsible for implementing all aspects of the DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by the Airport in its financial assistance agreements with the Department of Transportation.

The Airport has disseminated this policy statement to the Airport Commission and all the components of our organization. This statement has been distributed to DBE and non-DBE business communities that may perform work on Airport DOT-assisted contracts. The distribution was accomplished by email with return receipt acknowledgement.

---

Morgan Scott, Development Services Manager

---

Date

## Goals and Methodology – Cottonwood Municipal Airport

The ultimate goal of the program is to utilize DBE participation in proportion to the availability of certified DBE's within the community.

The Airport has established the overall goal for the federal fiscal years 2019/2020/2021 as 4.38% of the DOT-FAA assisted contracts. The goals are entirely race-neutral.

### OVERALL GOALS

4.38%

The Project Goals are broken down as:

Project Goals		
FY2019	3-04-0012-19-1 - Airport Layout Plan Update	2.18%
FY2020	3-04-0012-20-1 - Design Twy A Pavement Preservation (3,500 ft x 40 ft)	3.22%
FY2021	3-04-0012-21-1 - Environmental Assessment	5.36%
	Runway Reconstruction/ Strengthening	4.70%
FY2021	3-04-0012-21-2 - Taxiway Rehabilitation and Strengthening	4.31%

### Goal Methodology (\$26.45)

The Data Collection Table below provides the detailed scope of work with estimates for projects the Airport has identified as eligible for FAA assisted funding during this period. Following are the percentages of each cost to the total cost of all anticipated federally assisted projects over the next three years and to the total cost of each project. Also shown are the percentages of each cost to the total project cost and total costs of all projects during these years. The last four columns show the detailed and totaled number of firms for each NAICS code able to perform all or part of that line item. American Fact Finder (Federal Census data) covers all firms while ADOT covers the Certified DBEs for each NAICS code in the same market.

The two databases differ in various ways. A few of the variations and their effect on the goals are discussed as the base goal is calculated and later adjusted.

FY2019 - 3-04-0012-19-1 - 2019 - Airport Layout Plan Update; 3-04-0012-20-1 - Taxiway A Pavement Preservation (3500'x 40')- Design; 3-04-0012-21-1 - Environmental Assessment and Runway Rehabilitation/Strengthening; 3-04-0012-2 Taxiways Rehabilitation/ Strengthening	NAICS CODES	Market Statewide Regional	FEDERAL SHARE ESTIMATED COSTS	PERCENT TO PROJECT	PERCENT TO TOTAL PROJECTS FOR YEAR	American Fact Finder Totals**	ADOT DBEs ***	American Fact Finder Totals (Cell Detail)**	ADOT DBEs (Cell Detail)***
<b>FY2019 - 3-04-0012-19-1 - 2019 - Airport Layout Plan Update</b>									
1) Engineering*	541330	S	\$138,710	85.000%	2.93103%	108	11	108	11
2) Environmental	541620	S	\$13,055	8.000%	0.27586%	47	2	47	2
3) Aerial Surveying	541370	S	\$11,423	7.000%	0.24138%	19	5	19	5
<b>Total - 3-04-0012-19-1 - Master Plan Update</b>			<b>\$163,188</b>	<b>100.000%</b>	<b>3.44828%</b>				
<b>FY2020 - 3-04-0012-20-1 - Design Twy A Pavement Preservation (3,500ft x 40ft)</b>									
1) Engineering*	541330	S	\$242,742	85.000%	5.12931%	108	11	108	11
2) Aerial Surveying	541370	S	\$28,558	10.000%	0.60345%	19	5	19	5
3) Testing	541380	S	\$14,279	5.000%	0.30172%	34	4	34	4
<b>Total - 3-04-0012-20-1 - Design Twy A Pavement Preservation (3,500ft x 40ft)</b>			<b>\$285,579</b>	<b>100.000%</b>	<b>6.03448%</b>				
<b>FY2021 - 3-04-0012-21-1 - Environmental Assessment and Runway Rehabilitation/ Strengthening</b>									
<b>A) Environmental Assessment</b>									
1) Engineering*	541330	S	\$73,208	85.000%	1.54693%	108	11	108	11
2) Testing	541380	S	\$8,613	10.000%	0.18199%	34	4	34	4
3) Surveying	541360	S	\$4,306	5.000%	0.09100%	4	3	4	3
<b>Sub-Total - Environmental</b>			<b>\$86,127</b>	<b>100.000%</b>	<b>1.81992%</b>				

<b>B) Runway Reconstruction/ Strengthening</b>									
1) Mobilization*	237310	R	\$157,499	6.867%	3.32807%	1	1	1	1
2) Traffic Control	238990	R	\$3,767	0.164%	0.07959%	46	6	46	6
3) 9.5" +/- Pavement Removal (Offsite)*	237310	R	\$212,812	9.278%	4.49687%	27	14	27	14
4) Unclassified Excavation	238910	R	\$53,779	2.345%	1.13638%	131	18	131	18
5) Embankment in Place	237990	R	\$21,511	0.938%	0.45455%	0	0	0	0
6) RipRap Class D or E (Recycled from PCC Removal)	237990	R	\$16,740	0.730%	0.35374%	0	0	0	0
7) 5.5" Granular Subbase*	237310	R				1	1		
	423320	S	\$201,893	8.802%	4.26615%	21	2	22	3
8) Subbase Course*	237310	R				1	1		
	423320	S	\$37,528	1.636%	0.79299%	21	2	22	3
9) Installation and Removal of Silt Fence	561730	R	\$76,571	3.338%	1.61799%	340	6	340	6
10) 6" Reinforced PCC Pavement*	237310	R				1	1		
	423320	S	\$31,194	1.360%	0.65916%	21	2	22	3
11) 6" Plain PCC Pavement*	237310	R				1	1		
	423320	S	\$790,549	34.466%	16.70485%	21	2	22	3
12) Compression Joint Seal	238990	R	\$126,164	5.500%	2.66593%	38	5	38	5
13) Runway Painting (Epoxy)	237310	R	\$47,190	2.057%	0.99715%	21	14	21	14
14) Runway Painting (Waterborne)	237310	R	\$12,523	0.546%	0.26462%	21	14	21	14
15) 18" RCP, Class V*	237110	R	\$11,718	0.511%	0.24762%	84	13	84	13
16) Flared End Section - 18" RCP, Class V*	237110	R	\$2,372	0.103%	0.05011%	84	13	84	13
17) 4" Perforated Underdrain*	237110	R	\$5,685	0.248%	0.12012%	84	13	84	13
18) 4-inch Perforated Underdrain*	237110	R	\$106,656	4.650%	2.25371%	84	13	84	13
19) 4-inch Underdrain Cleanout Structure*	237110	R	\$9,277	0.404%	0.19603%	84	13	84	13
20) Underdrain Outlet Connection, (Type PC-1 Concrete)*	237110	R	\$1,046	0.046%	0.02211%	84	13	84	13
21) Concrete Splash Block	238120	R	\$11,160	0.487%	0.23582%	19	6	19	6
22) Seeding	561730	R	\$27,203	1.186%	0.57482%	340	6	340	6
23) Topsoiling (Stripping, Stockpiling, Re-Spreading)	238910	R	\$85,376	3.722%	1.80406%	51	3	51	3
24) Mulching	561730	R	\$14,508	0.633%	0.30657%	340	6	340	6
25) Remove Base Mounted L-861 Runway Edge Lights	238210	S				1134	52		
	423610	S	\$1,779	0.078%	0.03758%	93	8	1227	60
26) Remove Guidance Signs	238210	S				1134	52		
	423610	S	\$628	0.027%	0.01327%	93	8	1227	60

27) Remove Constant Current Regulators	238210 423610	S S	\$209	0.009%	0.00442%	1134 93	52 8	1227	60
28) Remove PAPI system	238210 423610	S S	\$1,814	0.079%	0.03832%	1134 93	52 8	1227	60
29) Remove REIL system	238210 423610	S S	\$614	0.027%	0.01297%	1134 93	52 8	1227	60
30) No 8 AWG, 5kV, L-824, Type C Cable, Installed in Trench, Duct Bank or Conduit	238210 423610	S S	\$11,890	0.518%	0.25124%	1134 93	52 8	1227	60
31) No 6 AWG, 600 Volt USE Cables, Installed in Trench, Duck Bank or Conduit	238210 423610	S S	\$15,245	0.665%	0.32214%	1134 93	52 8	1227	60
32) Bare Counterpose Wire, Installed in Trench, Duct Bank or Conduit, Including Ground Rods and Ground Connectors	238210 423610	S S	\$10,825	0.472%	0.22875%	1134 93	52 8	1227	60
33) Regulator, 20 Kw Dry Type, Style 1	238210 423610	S S	\$11,370	0.496%	0.24025%	1134 93	52 8	1227	60
34) 2" Schedule 40 PVC Conduit in Trench	238210 423610	S S	\$34,402	1.500%	0.72693%	1134 93	52 8	1227	60
35) 2-2" Schedule 80 PVC Ductbank	238210 423610	S S	\$558	0.024%	0.01179%	1134 93	52 8	1227	60
36) Electrical Junction Structure IAW plans	238210 423610	S S	\$3,627	0.158%	0.07664%	1134 93	52 8	1227	60
37) L-861 Runway Edge Light (LED)	238210 423610	S S	\$37,108	1.618%	0.78412%	1134 93	52 8	1227	60
38) L-861 Runway Threshold/End Light (LED)	238210 423610	S S	\$21,763	0.949%	0.45986%	1134 93	52 8	1227	60
39) L-858 1 - Moldule Guidance Sign	238210 423610	S S	\$8,789	0.383%	0.18571%	1134 93	52 8	1227	60
40) L-858 3 - Module Guidance Sign	238210 423610	S S	\$4,813	0.210%	0.10170%	1134 93	52 8	1227	60
41) L-849 Runway End Indentifier Light System	238210 423610	S S	\$28,180	1.229%	0.59546%	1134 93	52 8	1227	60
42) Location/Protection of Existing and New Cables and Equipment	238210 423610	S S	\$488	0.021%	0.01032%	1134 93	52 8	1227	60
43) L-861 PAPI System Installation	238210 423610	S S	\$29,296	1.277%	0.61904%	1134 93	52 8	1227	60
44) Spare Electrical Equipment	238210 423610	S S	\$5,580	0.243%	0.11791%	1134 93	52 8	1227	60
<b>Sub-Total - Runway Reconstruction/ Strengthening</b>			<b>\$2,293,698</b>	<b>100.000%</b>	<b>48.46743%</b>				
<b>Total - 3-04-0012-21-1 - Environmental Assessment and Runway Reconstruction/ Strengthening</b>			<b>\$2,379,825</b>		<b>50.28736%</b>				

<b>2021 - 3-04-0012-21-2 - Taxiway Rehabilitation and Strengthening</b>									
1) Mobilization/ Demobilization (5% Max. of Base Bid)*	237310	R	\$73,192	3.844%	1.54660%	1	1	1	1
2) Pavement marking Removal	237310	R	\$5,699	0.299%	0.12043%	21	14	21	14
3) Cold Planing (0-3")	237310	R	\$172,710	9.072%	3.64948%	27	14	27	14
4) Contractor's quality control (2% Max. of Base Bid)*	237310	R	\$26,397	1.387%	0.55779%	1	0	1	0
5) Construction survey and staking	541370	S	\$38,996	2.048%	0.82401%	19	5	19	5
6) Airfield construction area control*	237310	R	\$227,976	11.974%	4.81729%	1	0	1	0
7) Sweepers and FOD control	488490	S	\$5,699	0.299%	0.12043%	8	1	8	1
8) Unclassified excavation	238910	R	\$95,990	5.042%	2.02833%	356	18	356	18
9) Implement the storm water pollution prevention plan and measures	541620	S	\$5,951	0.313%	0.12576%	47	1	47	1
10) Processed miscellaneous base course*	237310 423320	R S				1 21	1 2		
11) Bituminous surface course*	237310 423320	R S	\$116,868 \$790,393	6.138% 41.515%	2.46950% 16.70155%	21 21	2 2	22 22	3 3
12) Hot poured crack sealing	238990	R	\$53,994	2.836%	1.14094%	38	5	38	5
13) Bituminous prime coat	238990	R	\$4,967	0.261%	0.10497%	38	5	38	5
14) Bituminous tack coat	238990	R	\$13,379	0.703%	0.28270%	38	5	38	5
15) Asphalt cold joint adhesive	238990	R	\$6,395	0.336%	0.13514%	38	5	38	5
16) Taxiway Painting	237310	R	\$41,338	2.171%	0.87350%	21	14	21	14
17) Preformed thermoplastic surface painted hold position signs	237310	R	\$6,239	0.328%	0.13184%	21	14	21	14
18) Phasing markings	237310	R	\$72,352	3.800%	1.52886%	21	14	21	14
19) Electrical demolition	238210 423610	S S	\$5,999	0.315%	0.12677%	1134 93	52 8		
20) L-834, Type C, 1/C#8, 5kV Cable	238210 423610	S S	\$29,757	1.563%	0.62878%	1134 93	52 8	1227	60
21) Single-way 2-inch conduit, D.B.	238210 423610	S S	\$5,129	0.269%	0.10839%	1134 93	52 8	1227	60

22) Size 1, 2-Module Airside Guidance Sign Complete with new Isolation Transformer and new base	238210 423610	S S	\$5,447	0.286%	0.11511%	1134 93	52 8	1227	60
23) Size 1, 3-Module Airside Guidance Sign complete with new Isolation Transformer and new base	238210 423610	S S	\$12,719	0.668%	0.26875%	1134 93	52 8	1227	60
24) Relocated size 1, 3- Module airside guidance sign and Isolation Transformer with new concrete base	238210 423610	S S	\$10,799	0.567%	0.22819%	1134 93	52 8	1227	60
25) Install new LED L-861T Edge Light on existing Basecan with new Isolation Transformer and L-834 Connector Kit	238210 423610	S S	\$73,072	3.838%	1.54407%	1134 93	52 8	1227	60
26) Size "B: L867 Base Can in dirt shoulder	238210 423610	S S	\$2,400	0.126%	0.05071%	1134 93	52 8	1227	60
<b>Total - Taxiway Rehabilitation and Strengthening</b>			<b>\$1,903,860</b>	<b>100.000%</b>	<b>40.22989%</b>				
<b>GRAND TOTAL - FY2019, 2020, 2021 FAA FUNDED PROJECTS - 3-04-0012</b>			<b>\$4,732,452</b>		<b>100.00000%</b>				

The Airport's regional market is Coconino, Gila, La Paz, Maricopa, Mohave and Yavapai Counties.  
 \* Probable 236 or 237 NAICS Category Prime Contractor or Engineer for 236 or 237 NAICS Category Projects.  
 \*\* AFF figures split to reflect ratio DBEs by relevant ADOT Work Category(ADOT version of NAICS code Sub-Categories) to total DBEs relevant to the project.  
 \*\*\* ADOT DBEs physically located in Airport Market Area Only as AFF data categorizes firms by physical location only not including their market area. DBEs located outside of Airport Market Area and Out of State DBEs in anticipated NAICS codes are all included on Bidder's List and all Outreach.

For example, line item 7 on page numbered 5, in the project entitled "Runway Reconstruction/ Strengthening" for FY 2021 describes the task to be 5.5" Granular Subbase. The Paving Contractor (237310) may elect to act as both paving contractor and aggregate supplier (423320).



To enable a recipient or prime locate DBEs providing a specific Work Category (AFF-NAICS Sub-index), ADOT lists DBEs under all NAICS codes for which they were certified and Work Categories for which they provide work. This enables DBEs to be easily identified as potential providers of the work. Additionally, all DBEs do not identify the Work Categories for which they are qualified and, if they did, some Work Categories within a NAICS code would not be included. Since the AFF database includes all Sub-indexes/Work Categories within a NAICS code but the breakdown is unknown.

The AFF database can define the firms by the County in which their main office within the State is located. The ADOT database identifies the Counties in which DBEs have stated they are willing to work. To bring the ADOT database firms in the same County format, the Airport has determined the County in which their address is located.

The AFF database lists each firm under one NAICS code, that which generates most of its revenue. The ADOT database lists each DBE under every NAICS code for which it has been certified some being certified under ten or more NAICS codes. Thus, it is impossible to know which AFF database NAICS code includes the DBE in question.

The NAICS Code Data Collection Worksheet lists the number of firms reflected in American Fact Finder and ADOT DBE Directory databases for potential NAICS codes, associated NAICS sub-categories and work descriptions on Airport projects during FY 2019/2020/2021. Data is source for above table.

**NAICS Code Data Collection Worksheet** follows on page 10.

NAICS	Market Statewide or Regional	Description	American Fact Finder	ADOT	Work Category	Coconino		Gila		LaPaz		Maricopa		Mohave		Yavapai						
						AFF	ADOT	AFF	ADOT	AFF	ADOT	AFF	ADOT	AFF	ADOT	AFF	ADOT					
			AFF NAICS Total Adjustments *																			
237110		Statewide NAICS Totals	206	32																		
		Regional Airport Scope Totals	151	13																		
237110	R	Water and Sewer Line and Related Structures Construction	61	13	Underdrain, Edgedrain	3	0	6	0	2	0	105	12	10	0	25	1					
237310		Statewide NAICS Totals	143	73																		
		Regional Airport Scope Totals	110	81																		
237310	S	Highway, Street and Bridge Construction	1	1	Airport Runway Construction	4	0	3	0	0	0	92	1	4	0	7	0					
237310	R	Highway, Street and Bridge Construction	52	35	Sawing	4	0	3	0	0	0	92	31	4	2	7	2					
237310	R	Highway, Street and Bridge Construction	25	17	Install Signs	4	0	3	0	0	0	92	14	4	2	7	1					
237310	R	Highway, Street and Bridge Construction	21	14	Striping	4	0	3	0	0	0	92	14	4	0	7	0					
237310	R	Highway, Street and Bridge Construction	27	14	Milling	4	0	3	0	0	0	92	14	4	0	7	0					
237310	S	Highway, Street and Bridge Construction - Contract Mgt	4	2	Contract Management	4	0	3	0	0	0	92	2	4	0	7	0					
237900		Statewide NAICS Totals	42	44																		
		Regional Airport Scope Totals	32	0																		
237990	R	Other Heavy/Civil Engineering Construction	6	0	RipRap	1	0	1	0	0	0	27	0	2	0	1	0					
238120		Statewide NAICS Totals	84	21																		
		Regional Airport Scope Totals	67	6																		
238120	R	Structural Steel and Precast Concrete Contractors	19	6	Concrete Structure	3	0	1	0	0	0	55	6	4	0	4	0					
238210		Statewide NAICS Totals	1330	61																		
		Regional Airport Scope Totals	1330	52																		
238210	S	Electrical Contractors (excluding communications, computers, security, contract management)	1134	52	Airport Runway Lighting																	
238910		Statewide NAICS Totals	474	49																		
		Regional Airport Scope Totals	356	21																		
238910	R	Site Preparation Contractors	51	3	Grading	19	0	13	0	0	0	253	3	27	0	44	0					
238910	R	Site Preparation Contractors	131	18	Excavation Grading	19	0	13	0	0	0	253	13	27	1	44	4					
238990		Statewide NAICS Totals	614	62																		
		Regional Airport Scope Totals	476	11																		
238990	R	All Other Specialty Trade Contractors - Barriers	46	6	Barriers	9	0	4	1	1	0	396	5	30	0	36	0					
238990	R	All Other Specialty Trade Contractors	38	5	Sealing	9	0	4	0	1	0	396	5	30	0	36	0					
423320		Statewide NAICS Totals	84	8																		
		Statewide Airport Scope Totals	84	2																		
423320	S	Brick, Stone and Related Construction Material Merchant Wholesalers	21	2	Supplier - Aggregate																	
423610		Statewide NAICS Totals	233	20																		
		Statewide Airport Scope Totals	233	8																		
423610	S	Electrical Apparatus and Equipment, Wiring Supplies, and Related Equipment Merchant Wholesalers	93	8	Supplier - Electrical Equipment (inc light bulbs)																	
488490		Statewide NAICS Totals	39	5																		
		Statewide Airport Scope Totals	39	1																		
488490	S	Street Sweeping	8	1	Street Sweep																	
541330		Statewide NAICS Totals	1242	126																		
		Statewide Airport Scope Totals	1242	54																		
541330	S	Engineering Services - Airport Engineering and Design	108	11	Airport Engineering & Design																	
541330	S	Engineering Services - Airport-Aviation/Planning	424	43	Airport Aviation & Planning																	
541360		Statewide NAICS Totals	10	8																		
		Statewide Airport Scope Totals	10	3																		
541360	S	Geophysical Surveying and Mapping Services	4	3	Geophysical Surveying & Mapping																	
541370		Statewide NAICS Totals	120	31																		
		Statewide Airport Scope Totals	120	5																		
541370	S	Surveying and Mapping (except geophysical) Services	19	5	Surveying & Mapping																	
541380		Statewide NAICS Totals	134	16																		
		Statewide Airport Scope Totals	134	4																		
541380	S	Testing Laboratories	34	4	Test Labs																	
541620		Statewide NAICS Totals	173	59																		
		Statewide Airport Scope Totals	173	16																		
541620	S	Environmental Engineering Services	6	2	Environmental Documents																	
561730		Statewide NAICS Totals	1609	22																		
		Regional Airport Scope Totals	1248	6																		
561730	R	Landscaping Services	340	6	Erosion Control	31	0	7	0	0	0	1089	5	45	0	76	1					

Cottonwood Regional Market = Coconino, Gila, La Paz, Maricopa, Mohave and Yavapai Counties.

\*Adjust AFF to ADOT ratio of ADOT Work Category DBEs by Total ADOT DBEs. ADOT Work Category DBEs divided by Total ADOT DBEs times State or Regional AFF market. Calculation results shown in the Column D speckled cells.

**Step I: Calculation of the Base Figure**

The Base Figure is established by using the percentage derived for each line item as a part of the total cost of all projects and the percentage of DBEs relative to all firms to formulate the possible participation of DBEs in the federally funded projects for FY 2019/2020/2021.

The Base Figure is calculated by dividing the result of the anticipated federal share cost of each item divided by the total federal share anticipated cost of each federally funded project and expense. This percentage will be multiplied by the percentage derived by dividing the number of DBEs for all NAICS codes of each line item’s market in the ADOT Directory by the number of businesses in the American Fact Finder database for the same market. The resulting total of these calculations is the Base Figure for all federally funded projects federal fiscal years 2019/2020/2021.

This detail is shown in the following Base Figure Calculation Table and Adjustment Table.

<b>BASIC STEP 1 GOAL CALCULATION (Data taken from Grant Data Collection Table beginning on Page 1 with Cell Totals shown in % to Project (D), % to Total Projects (E), American Fact Finder(F) and ADOT cells(G))</b>								
<b>Columns copied from Grant Data Collection Table beginning on Page 1</b>					<b>Formulas</b>		<b>Adjustments*</b>	
<b>FY2019 - 3-04-0012-19-1 - 2019 - Airport Layout Plan Update; 3-04-0012-20-1 - Taxiway A Pavement Preservation (3500'x 40')-Design; 3-04-0012-21-1 - Environmental Assessment and Runway Rehabilitation/Strengthening; 3-04-0012-2 Taxiways Rehabilitation/ Strengthening</b>	<b>Percent to Project (D)</b>	<b>Percent to Total Projects for Year (E)</b>	<b>American Fact Finder (F)</b>	<b>ADOT DBEs (G)</b>	<b>Percent to Project Column D x (Column G ÷ Column F)</b>	<b>Percent to Total Projects Column E x (Column G ÷ Column F)</b>	<b>Project Goal Adjustments</b>	<b>Project Goal Adjustments</b>
<b>FY2019 - 3-04-0012-19-1 - 2019 - Airport Layout Plan Update</b>								
1) Engineering	85.00%	2.93%	108	11	8.6574%	0.0000%	0.0000%	0.0000%
2) Environmental	8.00%	0.28%	47	2	0.3404%	0.0117%	0.3404%	0.0117%
3) Aerial Surveying	7.00%	0.24%	19	5	1.8421%	0.0635%	1.8421%	0.0635%
<b>Total - 3-04-0012-19-1 - Master Plan Update</b>	<b>100.00%</b>	<b>3.45%</b>			<b>10.8399%</b>		<b>2.1825%</b>	
<b>FY2020 - 3-04-0012-20-1 - Design Twy A Pavement Preservation (3,500ft x 40ft)</b>								
1) Engineering	85.00%	5.13%	108	11	8.6574%	0.5224%	0.0000%	0.0000%
2) Aerial Surveying	10.00%	0.60%	19	5	2.6316%	0.1588%	2.6316%	0.1588%
3) Testing	5.00%	0.30%	34	4	0.5882%	0.0355%	0.5882%	0.0355%
<b>Total - 3-04-0012-20-1 - Design Twy A Pavement Preservation (3,500ft x 40ft)</b>	<b>100.00%</b>	<b>6.03%</b>			<b>11.8772%</b>		<b>3.2198%</b>	

<b>FY2021 - 3-04-0012-21-1 - Environmental Assessment and Runway Rehabilitation/ Strengthening</b>								
<b>A) Environmental Assessment</b>								
1) Engineering	85.00%	1.55%	108	11	8.6574%	0.1576%	0.4329%	0.0079%
2) Testing	10.00%	0.18%	34	4	1.1765%	0.0214%	1.1765%	0.0214%
3) Surveying	5.00%	0.09%	4	3	3.7500%	0.0682%	3.7500%	0.0682%
<b>Sub-Total - Environmental Assessment</b>	<b>100.00%</b>	<b>1.82%</b>			<b>13.5839%</b>		<b>5.3593%</b>	
<b>B) Runway Reconstruction/Strengthening</b>								
1) Mobilization	6.87%	3.33%	1	1	6.8666%	3.3281%	0.3433%	0.1664%
2) Traffic Control	0.16%	0.08%	46	6	0.0214%	0.0104%	0.0214%	0.0104%
3) 9.5" +/- Pavement Removal (Offsite)	9.28%	4.50%	27	14	4.8109%	2.3317%	0.2405%	0.1166%
4) Unclassified Excavation	2.34%	1.14%	131	18	0.3222%	0.1561%	0.3222%	0.1561%
5) Embankment in Place	0.94%	0.45%	0	0	0.0000%	0.0000%	0.0000%	0.0000%
6) RipRap Class D or E (Recycled from PCC Removal)	0.73%	0.35%	0	0	0.0000%	0.0000%	0.0000%	0.0000%
7) 5.5" Granular Subbase	8.80%	4.27%	22	3	1.2003%	0.5817%	0.0600%	0.0291%
8) Subbase Course	1.64%	0.79%	22	3	0.2231%	0.1081%	0.0112%	0.0054%
9) Installation and Removal of Silt Fence	3.34%	1.62%	340	6	0.0589%	0.0286%	0.0589%	0.0286%
10) 6" Reinforced PCC Pavement	1.36%	0.66%	22	3	0.1855%	0.0899%	0.0093%	0.0045%
11) 6" Plain PCC Pavement	34.47%	16.70%	22	3	4.6999%	2.2779%	0.2350%	0.1139%
12) Compression Joint Seal	5.50%	2.67%	38	5	0.7237%	0.3508%	0.7237%	0.3508%
13) Runway Painting (Epoxy)	2.06%	1.00%	21	14	1.3716%	0.6648%	1.3716%	0.6648%
14) Runway Painting (Waterborne)	0.55%	0.26%	21	14	0.3640%	0.1764%	0.3640%	0.1764%
15) 18" RCP, Class V	0.51%	0.25%	84	13	0.0791%	0.0383%	0.0040%	0.0019%
16) Flared End Section - 18" RCP, Class V	0.10%	0.05%	84	13	0.0160%	0.0078%	0.0008%	0.0004%
17) 4" Perforated Underdrain	0.25%	0.12%	84	13	0.0384%	0.0186%	0.0019%	0.0009%
18) 4-inch Perforated Underdrain	4.65%	2.25%	84	13	0.7196%	0.3488%	0.0360%	0.0174%
19) 4-inch Underdrain Cleanout Structure	0.40%	0.20%	84	13	0.0626%	0.0303%	0.0031%	0.0015%
20) Underdrain Outlet Connection, (Type PC-1 Concrete)	0.05%	0.02%	84	13	0.0071%	0.0034%	0.0004%	0.0002%
21) Concrete Splash Block	0.49%	0.24%	19	6	0.1537%	0.0745%	0.1537%	0.0745%
22) Seeding	1.19%	0.57%	340	6	0.0209%	0.0101%	0.0209%	0.0101%
23) Topsoiling (Stripping, Stockpiling, Re-Spreading)	3.72%	1.80%	51	3	0.2190%	0.1061%	0.2190%	0.1061%
24) Mulching	0.63%	0.31%	340	6	0.0112%	0.0054%	0.0112%	0.0054%
25) Remove Base Mounted L-861 Runway Edge Lights	0.08%	0.04%	1227	60	0.0038%	0.0018%	0.0038%	0.0018%
26) Remove Guidance Signs	0.03%	0.01%	1227	60	0.0013%	0.0006%	0.0013%	0.0006%
27) Remove Constant Current Regulators	0.01%	0.00%	1227	60	0.0004%	0.0002%	0.0004%	0.0002%
28) Remove PAPI system	0.08%	0.04%	1227	60	0.0039%	0.0019%	0.0039%	0.0019%
29) Remove REIL system	0.03%	0.01%	1227	60	0.0013%	0.0006%	0.0013%	0.0006%
30) No. 8 AWG, 5kV, L-824, Type C Cable, Installed in Trench, Duct Bank or Conduit	0.52%	0.25%	1227	60	0.0253%	0.0123%	0.0253%	0.0123%
31) No. 6 AWG, 600 Volt USE Cables, Installed in Trench, Duck Bank or Conduit	0.66%	0.32%	1227	60	0.0325%	0.0158%	0.0325%	0.0158%

32) Bare Counterpose Wire, Installed in Trench, Duct Bank or Conduit, Including Ground Rods and Grount Connectors	0.47%	0.23%	1227	60	0.0231%	0.0112%	0.0231%	0.0112%
33) Regulator, 20 Kw Dry Type, Style 1	0.50%	0.24%	1227	60	0.0242%	0.0117%	0.0242%	0.0117%
34) 2" Schedule 40 PVC Conduit in Trench	1.50%	0.73%	1227	60	0.0733%	0.0355%	0.0733%	0.0355%
35) 2-2" Schedule 80 PVC	0.02%	0.01%	1227	60	0.0012%	0.0006%	0.0012%	0.0006%
36) Electrical Junction Structure as indicated on plans	0.16%	0.08%	1227	60	0.0077%	0.0037%	0.0077%	0.0037%
37) L-861 Runway Edge Light (LED)	1.62%	0.78%	1227	60	0.0791%	0.0383%	0.0791%	0.0383%
38) L-861 Runway Threshold/End Light (LED)	0.95%	0.46%	1227	60	0.0464%	0.0225%	0.0464%	0.0225%
39) L-858 1 - Moldule Guidance Sign	0.38%	0.19%	1227	60	0.0187%	0.0091%	0.0187%	0.0091%
40) L-858 3 - Module Guidance Sign	0.21%	0.10%	1227	60	0.0103%	0.0050%	0.0103%	0.0050%
41) L-849 Runway End Identifier Light System	1.23%	0.60%	1227	60	0.0601%	0.0291%	0.0601%	0.0291%
42) Location and Protection of Existing and New Cables and Equipment	0.02%	0.01%	1227	60	0.0010%	0.0005%	0.0010%	0.0005%
43) L-861 PAPI System Installation	1.28%	0.62%	1227	60	0.0625%	0.0303%	0.0625%	0.0303%
44) Spare Electrical Equipment	0.24%	0.12%	1227	60	0.0119%	0.0058%	0.0119%	0.0058%
<b>Sub-Total - Runway Reconstruction/ Strengthening</b>	<b>100.00%</b>	<b>48.47%</b>			<b>22.6636%</b>		<b>4.7001%</b>	
<b>Total - 3-04-0012-21-1 - Environmental Assessment and Runway Reconstruction/ Strengthening</b>								
<b>2021 - 3-04-0012-21-2 - Taxiway Rehabilitation and Strengthening</b>								
1) Mobilization/ Demobilization (5% Max. of Base Bid)	3.84%	1.55%	1	1	3.8444%	1.5466%	0.1922%	0.0773%
2) Pavement marking Removal	0.30%	0.12%	21	14	0.1996%	0.0803%	0.0100%	0.0040%
3) Cold Planing (0-3")	9.07%	3.65%	27	14	4.7038%	1.8923%	0.2352%	0.0946%
4) Contractor's quality control (2% Max. of Base Bid)	1.39%	0.56%	1	0	0.0000%	0.0000%	0.0000%	0.0000%
5) Construction survey and staking	2.05%	0.82%	19	5	0.5390%	0.2168%	0.5390%	0.2168%
6) Airfield construction area control	11.97%	4.82%	1	0	0.0000%	0.0000%	0.0000%	0.0000%
7) Sweepers and FOD control	0.30%	0.12%	8	1	0.0374%	0.0151%	0.0374%	0.0151%
8) Unclassified excavation	5.04%	2.03%	356	18	0.2549%	0.1026%	0.2549%	0.1026%
9) Implement the storm water pollution prevention plan and measures	0.31%	0.13%	47	1	0.0067%	0.0027%	0.0067%	0.0027%
10) Processed miscellaneous base course	6.14%	2.47%	22	3	0.8371%	0.3367%	0.0419%	0.0168%
11) Bituminous surface course	41.52%	16.70%	22	3	5.6612%	2.2775%	0.2831%	0.1139%
12) Hot poured crack sealing	2.84%	1.14%	38	5	0.3732%	0.1501%	0.3732%	0.1501%
13) Bituminous prime coat	0.26%	0.10%	38	5	0.0343%	0.0138%	0.0343%	0.0138%
14) Bituminous tack coat	0.70%	0.28%	38	5	0.0925%	0.0372%	0.0925%	0.0372%

15) Asphalt cold joint adhesive	0.34%	0.14%	38	5	0.0442%	0.0178%	0.0442%	0.0178%
16) Taxiway Painting	2.17%	0.87%	21	14	1.4475%	0.5823%	1.4475%	0.5823%
17) Preformed thermoplastic surface painted hold position signs	0.33%	0.13%	21	14	0.2185%	0.0879%	0.2185%	0.0879%
18) Phasing markings	3.80%	1.53%	21	14	2.5335%	1.0192%	0.1267%	0.0510%
19) Electrical demolition	0.32%	0.13%	1227	60	0.0154%	0.0062%	0.0154%	0.0062%
20) L-834, Type C, 1/C#8, 5kV Cable	1.56%	0.63%	1227	60	0.0764%	0.0307%	0.0764%	0.0307%
21) Single-way 2-inch conduit, D.B.	0.27%	0.11%	1227	60	0.0132%	0.0053%	0.0132%	0.0053%
22) Size 1, 2-Module Airside Guidance Sign Complete with new Isolation Transformer and new base	0.29%	0.12%	1227	60	0.0140%	0.0056%	0.0140%	0.0056%
23) Size 1, 3-Module Airside Guidance Sign complete with new Isolation Transformer and new base	0.67%	0.27%	1227	60	0.0327%	0.0131%	0.0327%	0.0131%
24) Relocated size 1, 3-Module airside guidance sign and	0.57%	0.23%	1227	60	0.0277%	0.0112%	0.0277%	0.0112%
25) Install new LED L-861T Edge Light on existing Basecan with new Isolation Transformer and L-834 Connector Kit	3.84%	1.54%	1227	60	0.1877%	0.0755%	0.1877%	0.0755%
26) Size "B: L867 Base Can in dirt shoulder	0.13%	0.05%	1227	60	0.0062%	0.0025%	0.0062%	0.0025%
<b>Total - Taxiway Rehabilitation and Strengthening</b>	<b>100.00%</b>	<b>40.23%</b>			<b>21.2010%</b>		<b>4.3104%</b>	
<b>GRAND TOTAL - FY2019, 2020, 2021 FAA FUNDED PROJECTS - 3-04-0012</b>							<b>20.5528%</b>	<b>4.3792%</b>
*Adjustments (greyed cells) to 236, 237 NAICS Category Prime Contractor or Engineer for Environmental Assessment or 236 or 237 NAICS Category Projects - 95%; ALP and Design Contract Engineer adjustment - 100% as part of contract not covered in FY2019/2020/2021 Grants.								

### Market Area vs. Local Availability

The Airport has identified market areas within each project where DBE participation is possible and the number of DBE and non-DBE firms available for the various construction, product and professional service tasks required. The relevant detailed North American Industry Classification System (NAICS) Codes were used as determinants for inclusion in the baseline formula.

The Airport will include the local minority and women's organizations including the County SBDC, Chamber of Commerce, Hispanic Chamber of Commerce, Black Chamber of Commerce and Women in Construction on their Bidder's List to ensure all RFP notifications will be passed on to their membership.

The Airport market has ready, willing and able DBEs. It also has firms qualified for DBE certification but feel it's not worth the work involved in becoming certified. DBEs tend to in urban areas and

concentrate on projects for local, large DOT projects. They are not searching for small airport projects in their market area. ADOT does not alert DBEs of Airport projects.

The Airport is in the early stages of determining its true market area for NAICS Codes and detailed tasks covered by each. As each area becomes better defined, the Airport can better direct their outreach to DBEs and eligible non-DBEs.

For FY 2019, 2020 and 2021 projects, the Airport has established its market as Coconino, Gila, LaPaz, Maricopa, Mohave and Yavapai counties.

The Data Collection Worksheet is a breakdown of the projects listing the NAICS Codes and identifying the markets by “R” for Regional and “S” for Statewide.

The data on this table is further used to calculate the project and overall base goals as outlined in 49 CFR Part 26.

While many DBEs have declared they are willing to work in ALL Arizona Counties, the Airport understands current commitments might make a DBE unable to bid on an Airport project. Other DBEs do not include Work Categories in their ADOT profile making it difficult or potentially unlikely a prime will contact them.

The economy effects the construction and professional services industries. Companies are lowering their margins and traveling longer distances so they can keep their employees. Experienced employees will go to the strong businesses able to bring the heavy equipment and key team personnel to less populated sites. Project size and complexity will affect the mix of bidders on an RFP. Underfunded DBE and small businesses close.

While statistics can tally the number of Small or Disadvantaged Business Enterprises (DBEs) in various geographic markets, the FAA requires contractors to be qualified and experienced in specifics unique to Airport needs. This will result in a much wider market area for the planning and engineering phases and construction tasks requiring costly heavy equipment with trained operators.

Federally-assisted funding from the FAA does not allow local preferences to take precedence over the requirements in 49 CFR Part 26. The limited number of DBEs in the Yavapai County metropolitan areas and adjoining counties requires the Airport to work with minority, women’s and small business associations to educate and encourage their members to pursue DBE Certification.

This causes four overlapping objectives:

- Establishing and maintaining a Bidder’s List to best reflect the market area for NAICS Codes used in past Airport projects;
- Further refining the Bidder’s List to reflect all Airport qualified, experienced and responsible DBEs and small businesses;
- Assisting the Purchasing Department to ensure dissemination of notices and RFQ summaries to a specific market area as required by the specs; and,

- Encourage Primes to use DBEs and uncertified qualified, experienced and responsible businesses to apply for certification.

### **Public Participation**

The Airport is committed to maximizing participation in their contracts by all business including DBE and small businesses. To accomplish this, the Airport:

- Publishes notice announcing the availability of the Goals and Methodology document online
- Periodically reviews the ADOT list of Certified DBEs for new Certified DBEs
- Reaches out to the community during pre-bid meetings and small business trade associations and programs explaining the DBE Program, its requirements and opportunities at the Airport
- Encourages local contractors to use DBEs and have uncertified, qualified, experiences subs become certified
- Encourages comments for review and appropriate action or implementation

### **Disparity Studies**

The Airport is not aware of any current disparity studies within its market area.

### **Process and Public Notice**

In accordance with §26.45(g)(1)(i), the Airport will consult with small and disadvantaged business groups, community organizations, minority/women's groups and small businesses without limiting consultation to these persons or groups to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and the effectiveness of the Airport's efforts to establish a level playing field for the participation of DBEs. These consultations will be reviewed prior to any final goal adjustment.

The Airport held their DBE Consultation and Outreach Teleconference on September 18, 2019, at 10:30 am. Attendees included the Airport Development Services Manager, the DBE Consultant and a DBE Environmental Development, Compliance, Oversight and Monitoring firm.

The small meeting size enabled a discussion of the DBE Program. The DBE is well established in the industry and very familiar with the Program. They feel the primes are doing all the work in-house rather than reaching out. They also said many of the DBEs lack the financial strength and/or experience to perform the work required by the DOT contracts. This makes it more difficult for financially qualified and experienced DBE firms to get primes to look at and consider a proposal.

The DBE Program provides the framework to benefit each group of participants. For all of the groups to benefit, all groups must do their part.



The Airport Development Services Manager ended the meeting by outlining the projects anticipated for the next three years with the DBE asking where the RFPs were posted. All RFPs are posted on <https://www.publicpurchase.com>.

Upon submission, the Airport will publish the proposed overall goal and its availability for public review via its website. The notice will include physical and web addresses where comments may be sent.

### Other Evidence

The Airport did not receive any evidence nor is it aware of any other factors or adverse considerations that would have a material effect on DBEs availability within its marketplace or on DBEs ability to participate in the Airport FAA-assisted contracting program. The Airport will continue to explore and consider all available evidence that materially would affect the opportunities for DBEs to form, grow and compete in the Airport FAA-assisted contracting program.

### Adjusting the Base Figure

Factors considered in making an adjustment to the Base Figure include:

Historic Goal Attainments					
Federal Fiscal Year	Data Source	Total Contract Dollars	DBE Contract Dollars	% DBE Goal	% DBE Attainment
FY2013	Uniform DBE Report	\$175,836*	Unknown	Unknown	Not Available
FY2014	Uniform DBE Report	\$104,861*	Unknown	Unknown	Not Available
FY2015	Uniform DBE Report	\$000,000*	Unknown	Unknown	Not Available
FY2016	Uniform DBE Report	\$962,954*	Unknown	Unknown	Not Available
FY2017	Uniform DBE Report	\$1,474,609*	Unknown	Unknown	Not Available
FY2018	Uniform DBE Report	\$000,000*	Unknown	Unknown	Not Available
<b>Total Dollars</b>		\$2,718,260*	Unknown	Unknown	Not Available
*Dollars reflect Federal Share Dollars from FAA Grant History Lookup					
Median DBE Goal Attainment = Not Available					
Average Goal Attainment - Not Available					

Of the differences between the AFF and ADOT, two are most important for Airports.

AFF Database	ADOT DBE Database
Firms include all businesses regardless of revenue	DBEs are only SBA Small Businesses
Construction Sub-Sectors 236, 237 and related	Construction Sub-Sector 236, 237 DBEs as
Engineers are usually general contractors	a Small Business may be large enough to
able to perform all NAICS sub-indexes	be a subcontractor in a few sub-indexes

Most Airport construction projects are Sub-Sector 236 or 237. The largest adjustment will be made in this area on the prime's traditional tasks.

The Bidder's List will become the best source of historic data. As it grows and is updated the Airport Market will be defined. It will identify all subcontractors. Non-DBE subcontractors will identify Work Categories in which to identify DBEs qualified for Airport work.

### **Goal Adjustment**

The only adjustments will be based on SubSector 237 and related Engineers. As the areas where the prime can reasonably use subcontractors and either maintain or increase their margins, the adjustment will become better defined.

Based on the considerations above, the Airport's base figure of 20.55% will be adjusted to 4.38%. The entire 4.38% goal will utilize race-neutral requirements.

All primes, bidders and bid participants will encouraged to become familiar with all DBEs and use them whenever possible in accordance with their qualifications and expertise. They will also be asked to have current minority and women-owned subcontractors to become certified.

The results of these efforts will be analyzed and evaluated to confirm our market for goal determination and maximize participation by minorities, women-owned, small business and primes in the Airport's DBE Program.

### **Utilization of Race-Neutral/Race-Conscious Methods**

Of the overall annual 4.38% goal for DBE participation, the Airport will utilize race-neutral methods. The Airport is establishing a current Bidder's List and contacting DBEs on the ADOT database in the areas needed for upcoming projects to determine potential qualified DBE and small companies willing to work in their local market and statewide. Primes will be urged to reach out to DBEs for participation. It is important that DBEs become aware of the contracts available at the Airport and be competitive in their bids. To accomplish this, the Airport will:

- Use Project Goals to emphasize the areas where more certified DBEs are available;
- Maintain and refine the DBE database and Bidder's List for various NAICS codes qualified, experienced, responsible and willing to do Airport work;

- Encourage large prime contractors to subcontract portions of the work that they might otherwise perform themselves and take advantage of the lower overhead of small businesses;
- Emphasize the need for primes to expand increase their outreach efforts;
- Encourage primes to have their uncertified, qualified and experienced subs and other small businesses to apply for DBE certification;
- Direct DBEs to ADOT, local SBDCs and Small Business Organizations to learn the process of locating RFPS, preparing proposals and finding the right contacts; and,
- Work with SBDCs and Small Business Organizations to explain the benefits of DBE certification and show them how to apply for certification;
- Work with trade associations and other business groups to establish joint programs to enable DBEs to present their qualifications directly to the people selecting subs for the primes;
- Work with local SBDCs and Small Business Organizations to enable small, potential DBEs to become aware of opportunities at the Airport; and,

As the real market is defined for each requirement and more qualified, experienced and responsible bidders, primes and subs, DBEs and non-DBEs are identified, the Airport will better enable all qualified, experienced bidder's the opportunity to participate.