

ATTACHMENT 5

Overall DBE Three-Year Goal Methodology

Name of Recipient: Jackson County Airport Authority, Jackson County Airport

Goal Period: FY 2023-2024-2025 October 1, 2022 through September 30, 2025

DOT-assisted contract amount:	FY-2023	\$	0
	FY-2024	\$	0
	FY-2025	\$	1,087,369
	Total	\$	1,087,369

Overall Three-Year Goal: 2.17%, to be accomplished through 2.17% RC and 0.00% RN

Total dollar amount to be expended on DBEs: \$23.596

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

FY 2023
No Project

FY 2024
No Project

FY 2025
Install Weather Reporting Equipment - AWOS: \$ 315,790 Total, \$ 300,000 Federal Share
Install Jet-A Fuel Tank: \$ 771,579 Total, \$ 733,000 Federal Share

Market Area: Due to the limited number of DBE firms located in close proximity to the Jackson County Airport, and the specialized nature of these projects, we are expanding the Market Area to include the entire State of West Virginia.

Step 0. Cost Opinion & NAICS Distribution

The cost opinion from the Capital Improvement Program was used to define work elements and identify likely NAICS distribution for each work element. Spreadsheets illustrating this distribution are as follows:

NAICS DISTRIBUTION
Jackson County Airport

						Building Construction	Highway Construction	Electrical Contractors	Site Preparation Contractors	Specialty Contractors	Construction Materials (Statewide)	Electrical Materials (Statewide)	Trucking, Local	Design, Bid & CA Services	Surveying Services	Material Testing	Metal Tank Manufacturing	Landscaping Services	
						236220	237310	238210	238910	238990	423390	423610	484220	541330	541370	541380	332420	561730	
FY2023	No Project																		
		Total \$ - 0.00%				0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
FY2024	No Project					236220	237310	238210	238910	238990	423390	423610	484220	541330	541370	541380	332420	561730	
		Total \$ - 0.00%				0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
FY2025	Install Weather Reporting Equipment-AWOS					236220	237310	238210	238910	238990	423390	423610	484220	541330	541370	541380	332420	561730	
	Mobilization/Demobilization 1 LS 5,000 5,000 1.58%							1.5833%											
	Crushed Aggregate Surface Treatment (Undistributed) 550 SFT 5 2,750 0.87%						0.7837%						0.0871%						
	Remove Existing AWOS Power Cables From Existing Conduit 1,750 LFT 2 3,500 1.11%							1.1083%											
	Remove Existing AWOS Data Link Cable from Existing Conduit 1,950 LFT 2 3,900 1.23%							1.2350%											
	Install 2/C Power Conductors w/ground (Conductor Sized based on AWOS Load) 1,750 LFT 6 10,500 3.32%							1.6625%				1.6625%							
	Provide and Install 24' x 30" Quazite 6 Inch Handhole Riser (Verify Size) 2 EA 1,000 2,000 0.63%							0.3167%				0.3167%							
	Remove Existing AWOS & VHF Broadcasting Components in Terminal 1 LS 2,500 2,500 0.79%							0.7917%											
	Remove Existing AWOS System & Foundations (Wind Foundation to remain) 1 LS 10,000 10,000 3.17%							3.1667%											
	Install Complete Automated Weather Observing System (AWOS-IIIPT) w/Foundations 1 LS 216,640 216,640 68.60%							51.4519%				17.1506%							
	Provide Automated Weather Observing System (AWOS-IIIPT) Test Equipment 1 LS 5,500 5,500 1.74%							1.3062%				0.4354%							
	Install AWOS Wireless Remote Display Monitor 2 EA 500 1,000 0.32%							0.1583%				0.1583%							
	Conduit Repair (Allowance) 1 T&M 10,000 10,000 3.17%							1.5833%				1.5833%							
	Independent Fee Estimate 2,500 0.79%														0.7917%				
	Professional Services 40,000 12.67%														12.6666%				
	Total \$ 315,790 100.00%					0.00%	0.78%	64.36%	0.00%	0.00%	0.00%	21.31%	0.09%	13.46%	0.00%	0.00%	0.00%	0.00%	0.00%
						\$0.00	\$2,475.00	\$203,255.00	\$0.00	\$0.00	\$0.00	\$67,285.00	\$275.00	\$42,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FY2025	Install Jet-A Fuel Tank					236220	237310	238210	238910	238990	423390	423610	484220	541330	541370	541380	332420	561730	
	SP-38 12,000 Gallon JetA UL-2085 Fuel Storage Tank 1 EA 323,000 337,000 43.68%																43.6767%		
	SP-40 Recovery Sump w/ Heater (JetA) 1 EA 8,500 8,500 1.10%															1.1016%			
	SP-39 Side-Mount Ladder w/Platform 1 EA 4,500 4,500 0.58%																0.5832%		
	Maintenance of Traffic 1 LS 5,000 5,000 0.65%					0.6480%													
	Construction Engineering 1 LS 7,500 7,500 0.97%														0.9720%				
	Mobilization/Demobilization 1 LS 25,000 25,000 3.24%								3.2401%										
	16" Thick Reinforced Concrete 800 SFT 50 40,000 5.18%								2.5921%		2.5921%								
	Unclassified Excavation 1 LS 25,000 25,000 3.24%								3.2401%										
	Bollards w/PVC Covers 7 EA 2,000 14,000 1.81%								0.9072%		0.9072%								
	Warning Signs 1 LS 10,000 10,000 1.30%								0.6480%		0.6480%								
	Bollard w/Emergency Shut-off & Signs 1 EA 3,000 3,000 0.39%							0.1944%				0.1944%							
	Install CCR & 3-Line LED Display 1 LS 38,000 38,000 4.92%							2.4625%				2.4625%							
	Fuel Farm Electrical 1 LS 80,000 80,000 10.37%							5.1842%				5.1842%							
	Bolt-Down Trash Can 1 EA 1,500 1,500 0.19%								0.0972%		0.0972%								
	Fire Extinguishers 2 EA 750 1,500 0.19%								0.0972%		0.0972%								
	Weatherproof Spill Containment Supply Cabinet 1 EA 3,000 3,000 0.39%								0.1944%		0.1944%								
	Guardrail 90 LFT 500 45,000 5.83%								2.9161%		2.9161%								
	8" Thick Reinforced Concrete Pad 120 SFT 25 3,000 0.39%								0.1944%		0.1944%								
	Restoration 150 SYD 20 3,000 0.39%																	0.3888%	
	Miscellaneous 1 LS 34,579 34,579 4.48%								2.2408%		2.2408%								
	Independent Fee Estimate 2,500 0.32%														0.3240%				
	Professional Services 80,000 10.37%														10.3683%				
	Total \$ 771,579 100.00%					0.00%	0.65%	7.84%	16.37%	0.00%	9.89%	7.84%	0.00%	10.69%	0.97%	0.00%	45.36%	0.39%	
					\$0.00	\$5,000.00	\$60,500.00	\$126,289.50	\$0.00	\$76,289.50	\$60,500.00	\$0.00	\$82,500.00	\$7,500.00	\$0.00	\$350,000.00	\$3,000.00		

Step 1. Relative Availability of DBEs

The Step 1 figure for the relative availability was calculated as follows:

Method: Use DBE Directories

The data source or demonstrable evidence used to derive the numerator was:

<https://transportation.wv.gov/crc/DBE/Pages/default.aspx>

and Census Bureau Data

The data source or demonstrable evidence used to derive the denominator was:

<https://data.census.gov/cedsci/>

This step illustrates the total number of DBE firms available within the Market Area and compares them with the total number on DBE and Non-DBE Firms in the same area.

Dividing the total number of DBEs by the total number of All Firms gives a base DBE availability figure for each contract. The availability figures for all contracts were then combined and averaged to provide the basis for the three-year overall goal.

The following spreadsheets illustrate the unweighted availability available for each fiscal year:

Step 1 Analysis: Actual relative availability of DBEs

Utilizing the DBE Directories and the designated market area and Census Bureau Data (PROVIDERS) A map of the Market Area is included at the end of this section.

FY2023 No Project

NAICS Code	Type of Work	Total DBEs	Total All Firms
Total		0	0

Divide the total number of DBEs by the total number of All Firms = base figure for each project.

$$0 \div 0 = 0.00 \text{ or } \frac{0.00}{1} = 0.00\%$$

FY2023 Base Figure Total = 0.00%

FY2024 No Project

NAICS Code	Type of Work	Total DBEs	Total All Firms
Total		0	0

Divide the total number of DBEs by the total number of All Firms = base figure for each project.

$$0 \div 0 = 0.0000 \text{ or } \frac{0.00}{1} = 0.00\%$$

FY 2024 Base Figure Total = 0.00%

FY2025 Install Weather Reporting Equipment-AWOS

NAICS Code	Type of Work	Total DBEs	Total All Firms
236220	Building Construction	0	0
237310	Highway Construction	18	51
238210	Electrical Contractors	1	285
238910	Site Preparation Contractors	0	0
238990	Specialty Contractors	0	0
423390	Construction Materials (Statewide)	0	0
423610	Electrical Materials (Statewide)	2	22
484220	Trucking, Local	8	92
541330	Design, Bid & CA Services	3	162
541370	Surveying Services	0	0
541380	Material Testing	0	0
332420	Metal Tank Manufacturing	0	0
561730	Landscaping Services	0	0
Total		32	612

FY2025 Install Jet-A Fuel Tank

NAICS Code	Type of Work	Total DBEs	Total All Firms
236220	Building Construction	0	0
237310	Highway Construction	18	51
238210	Electrical Contractors	1	285
238910	Site Preparation Contractors	13	382
238990	Specialty Contractors	0	0
423390	Construction Materials (Statewide)	1	100
423610	Electrical Materials (Statewide)	2	22
484220	Trucking, Local	0	0
541330	Design, Bid & CA Services	3	162
541370	Surveying Services	0	55
541380	Material Testing	0	0
332420	Metal Tank Manufacturing	0	3
561730	Landscaping Services	10	376
Total		48	1436

Divide the total number of DBEs by the total number of All Firms = base figure for each project.

$$80 \div 2048 = 0.0391 \text{ or } 3.90\%$$

FY 2025 Base Figure Total = 3.90%

Step 2: Adjustments to Step 1 Base Figure

After calculating a base figure of the relative availability of DBEs, evidence was examined to determine what, if any, adjustment to the base figure was needed in order to arrive at the overall goal. This effort weights the percentages based on the amount of work for each trade. This prevents an oversaturated pool of firms with a small amount of work from skewing the overall total. By the same token, it corrects for a diluted pool of firms and provides the best opportunity to predict actual outcomes to be expected.

The following spreadsheets illustrate the weighted availability available for each fiscal year:

Step 2 Analysis: Adjustments to Step 1 Base Figure

After calculating a base figure of the relative availability of DBEs, evidence was examined to determine what adjustment (if any) was needed to the base figure in order to arrive at the overall

An examination of the anticipated projects for each fiscal year, the availability of the DBE firms by trade classification and the volume of work performed by DBE firms over previous years.

FY2023		No Project					
Trade Description A	NAICS Description B	NAICS C	Trade (\$) D	Census E	DBE Directory F	DBE (%) (F/E) G	DBE (\$) (D x G) H
			0	0	0	0.00%	0
			0			0.00%	0

0.00%

Step 1 Goal

+

0.00%

Step 2 Goal

=

0.00%

÷ 2

0.00%

FY2023 Goal

FY2024		No Project					
Trade Description A	NAICS Description B	NAICS C	Trade (\$) D	Census E	DBE Directory F	DBE (%) (F/E) G	DBE (\$) (D x G) H
			0	0	0	0.00%	-
			0			0.00%	-

0.00%

Step 1 Goal

+

0.00%

Step 2 Goal

=

0.00%

÷ 2

0.00%

FY2024 Goal

FY2025 Install Weather Reporting Equipment-AWOS

Trade Description A	NAICS Description B	NAICS C	Trade (\$) D	Census E	DBE Directory F	DBE (%) (F/E) G	DBE (\$) (D x G) H
Aggregate Surface	Highway Construction	237310	2,475	51	18	35.29%	874
Electrical Construction	Electrical Contractors	238210	203,255	285	1	0.35%	713
Electrical Materials	Electrical Materials (Statewide)	423610	67,285	22	2	9.09%	6,117
Local Trucking	Trucking, Local	484220	275	92	8	8.70%	24
Professional Services	Design, Bid & CA Services	541330	42,500	162	3	1.85%	787
			315,790	612	32	2.70%	8,514
			315,790			2.70%	8,514

FY2025 Install Jet-A Fuel Tank

Trade Description A	NAICS Description B	NAICS C	Trade (\$) D	Census E	DBE Directory F	DBE (%) (F/E) G	DBE (\$) (D x G) H
Sitework Construction	Highway Construction	237310	5,000	51	18	35.29%	1,765
Electrical Construction	Electrical Contractors	238210	60,500	285	1	0.35%	212
Sitework Construction	Site Preparation Contractors	238910	126,290	382	13	3.40%	4,298
Construction Materials	Construction Materials (Statewide)	423390	76,290	100	1	1.00%	763
Electrical Materials	Electrical Materials (Statewide)	423610	60,500	22	2	9.09%	5,500
Professional Services	Design, Bid & CA Services	541330	82,500	162	3	1.85%	1,528
Construction Layout	Surveying Services	541370	7,500	55	0	0.00%	-
Tank Manufacturing	Metal Tank Manufacturing	332420	350,000	3	0	0.00%	-
Site Restoration	Landscaping Services	561730	3,000	376	10	2.66%	80
			771,579	1,436	48	0.21%	1,608
			771,579			0.21%	1,608

$$\begin{array}{rclcl}
 3.90\% & + & 0.93\% & = & 4.83\% \\
 \text{Step 1 Goal} & & \text{Step 2 Goal} & & \div 2 \\
 & & & & \hline
 & & & & \mathbf{2.41\% \text{ FY2025 Goal}}
 \end{array}$$

Past History Participation

Historical accomplishments are used to adjust the predicted number up or down based on past and real projects.

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

Past History Participation

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

FY	Total Grant Payments	DBE Goals (%)			Accomplishments (%)			Type of Work
		RC	RN	Total	RC	RN	Total	
2016	\$661,192	4.00%	0.00%	4.00%	0.00%	0.00%	0.00%	Rehabilitate Apron
2017	\$1,661,450	3.60%	0.00%	3.60%	3.41%	0.00%	3.41%	Rehabilitate Runway 04/22
2021	\$606,666	2.13%	0.00%	2.13%	0.00%	0.00%	0.00%	Construct Terminal

Weighted Average: 1.93% 0.00% 1.93%

The weighted average of the historical accomplishments is: 1.93%

The proposed Overall DBE Goal is as follows:

FY 2023	N/A	+	N/A	=	N/A	÷ 2 =	N/A	No Projects
FY 2024	N/A	+	N/A	=	N/A	÷ 2 =	N/A	No Projects
FY 2025	2.41%	+	1.93%	=	4.34%	÷ 2 =	<u>2.17%</u>	
							2.17%	

To arrive at an overall goal, we added our Step 2 base figure with our Historical Participation figure and then averaged the total arriving at an overall goal of **2.17%**. We feel this adjusted goal figure will accurately reflect DBE participation that can be achieved for the type of project work being awarded during this three-year period.

Further, there are no applicable disparity studies for the local market area or recent legal case information available from the State of Indiana Equal Employment Opportunity Commission (EEOC) to show any evidence of barriers to entry or competitiveness of DBEs in the utilized counties.

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

Jackson County Airport Authority will meet the maximum feasible portion of the overall goal by using RN 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. Establishing an outreach program to inform firms, particularly in fields in which DBE participation has historically been low;
3. Ensuring distribution of DBE directory, through print and electronic means, to the widest feasible universe of potential prime contractors;

Jackson County Airport Authority estimates that in meeting the established overall goal of **2.17%**, it will obtain 0.00% from RN participation and 2.17% through RC measures.

This breakout is based on:

Jackson County Airport Authority does not have a history of DBE participation or over-achievement of goals to reference and expects to obtain its DBE participation through the use of DBE contract goals or a conscious effort to obtain DBE participation. Therefore, the entire goal of 2.17% is to be obtained through race-conscious participation.

Jackson County Airport Authority will monitor DBE participation on an ongoing basis during the goal period and adjust the estimated breakout of RN and RC DBE participation as needed.

CONSULTATION AND PUBLIC PARTICIPATION

In establishing the overall goal, **Jackson County Airport Authority** has or will provide 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 **Jackson County Airport Authority'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 process are as follows.

A notice of the proposed goal was published on the **Jackson County Airport Authority** official website before the methodology was submitted to the **FAA**. The DBE Program, Goal-Setting Methodology, and Notice can be found here:

<https://www.jacksoncountyairport.com/>

If the proposed goal changes following review by the **FAA**, the revised goal will be posted on the **Jackson County Airport Authority** official website.

Notwithstanding paragraph (f)(4) of §26.45, **Jackson County Airport Authority** proposed goals will not be implemented until the stakeholder consultation requirement has been met.

PUBLIC NOTICE

The **Jackson County Airport Authority** hereby announces its proposed Disadvantaged Business Enterprise (DBE) participation goal of **2.17%** for **FAA**-funded contracts/agreements. **Jackson County Airport Authority** estimates that in meeting the established overall goal of 2.17%, it will obtain 0.00% from RN participation and 2.17% through RC measures. The proposed goal pertains to federal fiscal years 2023 through 2025. Upon request, a web conference will be held to consult with interested stakeholders and share and obtain information relevant to the goal-setting process.

The proposed goal and its attendant methodology are available for inspection upon request at the following website:

<https://www.jacksoncountyairport.com/>

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

Name:	Sam Dennis
Title:	Airport Manager DBE Liaison
Address:	912 Airport Road Millwood, WV 25262
Telephone:	(304) 273-8114
Email:	jacksoncountyairport@outlook.com

A copy of the Public Notice was distributed to the following service organizations:

American Civil Liberties Union of West Virginia
P.O. Box 3952
Charleston, WV 25339
Attn: Joseph Cohen, Executive Director
Tel: (304) 345-9246
Email: mail@acluwv.org

National Association for the Advancement of Colored People (NAACP) - West Virginia
PO Box 411
Ranson, WV 25438
George Rutherford, President - Jefferson County Branch
Tel: 304-725-9610
E-mail: gruther1@msn.com

West Virginia Department of Transportation
Equal Employment Opportunity Division
1900 Kanawha Boulevard East, Building Five, Room 618
Charleston, West Virginia 25305-0430
K. David Merchant, DBE Supportive Services Manager
Tel: (304) 558-3931
Email: Kevin.D.Merchant@wv.gov

West Virginia Purchasing Division
Vendor Registration
2019 Washington Street, E.,
P.O. Box 50130
Charleston, WV 25305
Terra Oliver, Vendor Registration Coordinator
Tel: (304) 558-2311
Email: Purchasing.VendorRegistration@wv.gov

Charleston Area Alliance
1116 Smith Street
Charleston, WV 25301
Mara Boggs, President
Tel: (304) 340-4253
Email: mboggs@charlestonareaalliance.org