January 13, 2020

ATTACHMENT 5

Overall DBE Three-Year Goal Methodology

Name of Recipient: City of Pine Bluffs, Wyoming – Pine Bluffs Municipal Airport (82V)

Goal Period: FY-2018-2019-2020 (October 1, 2017 through September 30, 2020)

DOT-assisted contract amount:	FY-2018	$ 0.00
	FY-2019	$ 0.00
	FY-2020	$ 600,000.00
	Total	**$ 600,000.00**

Overall Three-Year Goal: **2.01 %**, to be accomplished through 0% RC and 100% RN

Total dollar amount to be expended on DBEs: **$12,307.00**

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

Contracts Fiscal Year #1
1. No Project

Contracts Fiscal Year #2
1. No Project

Contracts Fiscal Year #3
1. Construct New Hangar/Terminal Building - $600,000

Market Area: Laramie County, Wyoming

Step 1. Actual relative availability of DBEs

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

Method: Use DBE Directories
http://www.dot.state.wy.us/home/business_with_wydot/contractors/Disadvantaged_Business_Enterprise.html

and Census Bureau Data from
https://factfinder.census.gov/faces/nav/jsf/pages/searchresults.xhtml?refresh=t.

The DBE goal calculation shall be based upon an "unweighted" calculation since project scope quantities cannot be estimated with a reasonable degree of accuracy.

Unweighted Availability of DBE Firms:

FY 2018 – No Project

FY 2019 – No Project

FY 2020 – Construction New Hangar/Terminal Building

NAICS	Type of Work	Total DBEs	Total All Firms
236220	Building Contractor	7	336
238210	Electrical	5	218
238220	HVAC	1	94
Total		13	648

Base figure = 13/648 = 2.01% of all firms ready, willing, and able.

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

The data source or demonstrable evidence used to derive the denominator was: US Census Bureau Data

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 base goal projections are as follows:

- Fiscal Year #1 – No Project
- Fiscal Year #2 – No Project
- Fiscal Year #3 – 2.01%

Average of weighted availability: (2.01%)/1 = 2.01%

Base of DBE Goal: **2.01%**

Step 2: Adjustments to Step 1 base figure

Past History Participation

Not enough historical data on DBE participation is available to reference to make an adjustment to the Step 1 base figure; therefore, the **City of Pine Bluffs, Wyoming** is adopting the Step 1 base figure as the overall goal of **2.01%** for this three-year goal period.

Furthermore, there are no applicable disparity studies for the local market area or recent legal case information from the relevant jurisdictions to show evidence of barriers to entry or competitiveness of DBEs in the market area that is sufficient to warrant making an adjustment to the base goal.

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

The **City of Pine Bluffs, Wyoming** 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. 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. Ensuring distribution of DBE directory, through print and electronic means, to the widest feasible universe of potential prime contractors;
8. Assist DBEs and other small businesses, to develop their capability to utilize emerging technology and conduct business through electronic media

The **City of Pine Bluffs, Wyoming** estimates that in meeting the established overall goal of **2.01%**, it will obtain 100% from RN participation and 0% through RC measures.

This breakout is based on

- The Recipient 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 3.00% is to be obtained through race-conscious participation.

The **City of Pine Bluffs, Wyoming** will adjust the estimated breakout of RN and RC DBE participation as needed to reflect actual DBE participation [*see §26.51(f)*] and track and report RN and RC 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.

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PUBLIC PARTICIPATION

Consultation:

In establishing the overall goal, the **City of Pine Bluffs, Wyoming** 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 Pine Bluffs, Wyoming** 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 emails to the Greater Cheyenne Chamber of Commerce, Wyoming Department of Workforce Services, Wyoming Women's Business Center, and WYDOT – DBE Program Administrator which were sent on January 8th, 2020.

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

No comments were received

A notice of the proposed goal was published on the **City of Pine Bluffs, Wyoming** official website before the methodology was submitted to FAA.

If the proposed goal changes following review by FAA, the revised goal will be posted on the **City of Pine Bluffs, Wyoming** official website.

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

PUBLIC NOTICE

The **City of Pine Bluffs, Wyoming** hereby announces its proposed Disadvantaged Business Enterprise (DBE) participation goal of **2.01%** for FAA-funded contracts/agreements. The proposed goal pertains to federal fiscal years 2018 through 2020.

The proposed goal and its attendant methodology are available for inspection between **8:00 a.m. and 4:00 p.m.** Monday through Friday at the **Pine Bluffs City Hall Building, 436 East 22nd Ave, Pine Bluffs, WY** for 30 days from the date of this publication.

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

DBELO – Kimberly Patterson, Pine Bluffs City Treasurer
P.O. Box 429
215 Main Street
Pine Bluffs, WY 82082

AND

Federal Aviation Administration
Office of Civil Rights Staff – ACR-4
Sonia G. Cruz, Compliance Specialist