

**DBE Stakeholders for FAA Assisted Contracts**  
**Teleconference Outline and Notes**  
**July 5, 2023**

1. Overview. Ardurra has been contracted to solicit input from interested stakeholders expected to have information concerning the availability of disadvantaged and non-disadvantaged businesses, effects of discrimination on opportunities for DBEs, and efforts to establish a level playing field for the participation of DBEs. Consultation is a requirement before DBE participation goals can be approved by the FAA.
2. Obligation. Airports receiving FAA grants for airport planning or development who will award prime contracts, the cumulative total value of which exceeds \$250,000 in FAA funds in a federal fiscal year, must have a DBE program.
3. Focus. This teleconference is intended to describe the DBE goal setting process for FAA assisted contracts at Baker City, Burns, and Grant County Airports.
4. Purpose of DBE Program is as follows:
  - a. Ensure nondiscrimination in the award and administration of DOT-assisted contracts;
  - b. Create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
  - c. Ensure that the DBE program is narrowly tailored in accordance with applicable law;
  - d. Ensure that only eligible firms are permitted to participate as DBEs;
  - e. Help remove barriers to the participation of DBEs in DOT-assisted contracts;
  - f. Promote the use of DBEs in all types of federally-assisted contracts and procurement activities conducted by recipients.
  - g. Assist the development of firms that can compete successfully in the marketplace outside the DBE program.
5. The steps in this Goal Setting Process Include:
  - a. List the planned projects at the airport during federal fiscal years 2024 - 2026.
  - b. Define the market area where the airport spends a substantial amount of contracting dollars.
  - c. Determine number of available firms in the market area, based on North American Industry Classification.
  - d. List the number of Certified DBE firms in the market area.
  - e. Divide each prime contract into work elements.
  - f. Calculate a weighted base goal using certified DBEs listed for each work element.
  - g. Adjust the goal by reviewing actual past DBE participation or using a disparity study.
  - h. Describe the breakdown of expected Race Neutral and Race Conscious participation.
  - i. Post the proposed goal on the airport's website.
  - j. Submit the proposed goal to the FAA for review and approval.

6. Regarding the breakdown of Race Neutral/Race Conscious DBE participation, Race-neutral is a method used to assist all small businesses. Examples are where a DBE wins a prime contract through customary competitive procurement procedures, a DBE is awarded a subcontract on a prime contract that did not have a DBE goal, and DBE participation in excess of a Race Conscious goal. Race conscious is a method that focuses specifically on assisting only DBEs. An example is the setting of a contract goal.
7. For all airports, a combination of race-neutral and race conscious means are expected to be used to achieve DBE goals calculated for this goal setting period.
8. Examples of using Race Neutral means to increase DBE participation include:
  - a. Arranging quantities, specifications, and delivery schedules to help facilitate DBE and small business participation.
  - b. Dividing large contracts into multiple bid schedules and bid items to make it easier to define portions of the work to subcontract.
  - c. Making project plans available for review at no charge at area plan rooms, the Airport Manager, and the project Engineer, and stating in the bid advertisement the location where plans may be reviewed.
  - d. Using the pre-bid conference to explain DBE requirements and distribute DBE Supplemental Information to everyone on the Bidders' List.
  - e. Distributing a list of DBE subcontractors that have worked on past projects to prime contractors.
  - f. And, sending an email to potential contractors and subcontractors in the region informing them of contracting and subcontracting opportunities.

Projects planned for the goal period of FY 2024-2026:

**Baker City Airport**

FY24: Rehabilitate GA Apron and Taxiways

FY25: Pavement Maintenance

FY26: Pavement Maintenance

**Burns Airport**

FY24: No projects planned

FY25: Construct SRE Building

FY26: Acquire SRE

**Grant County Airport**

FY24: Land Acquisition

FY25: No projects planned

FY26:

- Acquire Fuel Storage Tanks
- Environmental Review for Helipads
- Reconstruct GA Apron

This concludes the presentation. We will now accept comments and questions.

Consultation Notes: No comments.

Market Area: Professional services is Oregon.

Construction: Baker, Grant, Harney, Umatilla, and Union counties, Oregon; and Ada and Canyon counties, Idaho.