

**Port of Walla Walla, Washington
Walla Walla Regional Airport**



**FY 2021 Goal Update
Disadvantaged Business
Enterprise (DBE) Program**

February 2021

Prepared by



FY 2021 DBE Goal Update

Name of Recipient: Port of Walla Walla

Goal Period: October 1, 2020 through September 30, 2021

DOT-assisted contract amount for FY2021: \$34,100,000

Overall Three-Year Goal: 5.2% to be accomplished through 0% RC and 5.2% RN

Total dollar amount to be expended on DBEs: \$3,535,375

This document proposes a DBE goal update for FY 2021 for the Walla Walla Regional Airport (Airport) in Walla Walla, Washington. The projects referred to in this report appear on the most recent Capital Improvement Plan (CIP) for the Walla Walla Regional Airport or are being funded with Coronavirus Aid, Relief, and Economic Security (CARES) Act funds.

The purpose of establishing a DBE goal is to promote the use of disadvantaged businesses in our geographical area and to assure FAA grant eligibility for projects at the Airport.

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

Table 1 below shows the upcoming projects for FY 2021 at the Walla Walla Regional Airport based on the current CIP. Estimated costs are also listed in **Table 1**. The projects create possible subcontracting opportunities in eleven (11) different disciplines, as listed in **Table 2**, paired with their respective NAICS codes.

Table 1: FY 2019-2021 Capital Improvement Projects

FY 2021 Projects		
Contract #1	South Apron / Apron Rehabilitation	\$ 10,000,000
Contract #2	Terminal Building Remodel	\$ 3,500,000
Contract #3	Hangar Remodel(s)	\$ 2,000,000
Contract #4	New Hangar Construction	\$ 4,000,000
Contract #5	Water System Supply Improvements	\$ 5,000,000
Contract #6	Sewer System Line Replacement	\$ 2,500,000
Contract #7	Sewer System Pre-Treatment System	\$ 3,000,000
Contract #8	SRE Building Design and Construction	\$ 4,100,000

Table 2: Disciplines Anticipated in FY 2021 Projects

Discipline	NAICS	Discipline	NAICS
Airport Terminal Construction	236220	Engineering	541330
Storm Drainage	237110	Land Surveying	541370
Highway, Street, and Bridge Construction	237310	Material Testing	541380
Electrical Contractors	238210	Traffic Control	561990
Plumbing/HVAC Contractors	238220	Remediation	562910
Trucking	484220		

Market Area

The Market Area was determined using the 2019 Washington State Airports Disparity Study, conducted for the WA State Department of Transportation by Colette Holt & Associates. **The Market Area has been defined as the East Region.** This region includes the following counties: Adams, Asotin, Benton, Chelan, Douglas, Franklin, Grant, Kittitas, Klickitat, Lincoln, Okanogan, Pend Oreille, Spokane, Stevens, Walla Walla, Whitman, and Yakima.

Federal grant authorities prohibit recipients from using geographic preference in the evaluation of bids or proposals for DOT-assisted contracts, including contracts funded with AIP grants. The specific regulation outlining this requirement is 49 CFR, Part 18, "Uniform Administration Requirements for Grants and Cooperative Agreements to State and Local Governments."

Weighted Availability of DBE Firms

Tables 3-10 below summarize the total trade dollars, the percentage of DBE businesses in the Market Area, and estimated available DBE contract dollars for each aspect of the FY 2021 projects.

The data source for the total available businesses comes from the 2019 Washington State Airports Disparity Study, conducted for the WA State Department of Transportation by Colette Holt & Associates. This study was used to determine the number of available contractors and subcontractors for the work anticipated on the projects.

Tables 3-10 are used to determine the percentage of the total estimated project costs which is available to DBE Contractors for each project. A rough estimate of the combined project costs is tabulated along with a breakdown of costs by category. From these figures, a weighted percentage of contract dollars available to DBE's in the Market Area can be calculated. First, the percent of DBE firms in each category is determined by the Disparity Study. The estimated cost for each category is multiplied by this percentage to determine the amount that would be paid to DBE firms if they were to do this work. Next, the amounts available for DBE firms in each category are totaled. Finally, the dollar value available to DBE firms is divided by the estimated combined project total. The result is the percentage of contract work available to DBE firms for each project. An overall goal for all the projects will be determined using a cumulative weighted average.

Step 1 Base Figure

Table 3: South Apron / Apron Rehabilitation

Contract Name	Trade Description	NAICS Description	NAICS	Trade (\$)	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
Contract #1: South Apron / Apron Rehabilitation		Water and Sewer Line and Related Structures Construction	237110	\$ 400,000	10.7%	\$ 42,800
		Highway, Street, and Bridge Construction	237310	\$7,800,000	12.1%	\$943,800
		Engineering Services	541330	\$1,300,000	8.1%	\$105,300
		Surveying and Mapping (except Geophysical) Services	541370	\$ 100,000	6.6%	\$ 6,600
		Testing Laboratories	541380	\$ 200,000	21.9%	\$ 43,800
		All Other Support Services (Traffic Control)	561990	\$ 200,000	4.5%	\$ 9,000
Total Contract #1				\$10,000,000	11.5%	\$1,151,300

Table 4: Terminal Building Remodel

Contract Name	Trade Description	NAICS Description	NAICS	Trade (\$)	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
Contract #2: Terminal Building Remodel		Commercial and Institutional Building Construction	236220	\$1,230,000	12.7%	\$ 156,210
		Electrical Contractors and Other Wiring Installation Contractors	238210	\$1,200,000	7.2%	\$ 86,400
		Plumbing, Heating, and Air-Conditioning Contractors	238220	\$ 300,000	3.0%	\$ 9,000
		Engineering Services	541330	\$ 700,000	8.1%	\$ 56,700
		All Other Support Services (Traffic Control)	561990	\$ 70,000	4.5%	\$ 3,150
Total Contract #2				\$3,500,000	8.9%	\$ 311,460

Table 5: Hangar Remodel(s)

Contract Name	Trade Description	NAICS Description	NAICS	Trade (\$)	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
Contract #3: Hangar Remodel(s)		<i>Commercial and Institutional Building Construction</i>	236220	\$ 650,000	12.7%	\$ 82,550
		<i>Electrical Contractors and Other Wiring Installation Contractors</i>	238210	\$ 610,000	7.2%	\$ 43,920
		<i>Engineering Services</i>	541330	\$ 400,000	8.1%	\$ 32,400
		<i>Remediation Services</i>	562910	\$ 300,000	15.5%	\$ 46,500
		<i>All Other Support Services (Traffic Control)</i>	561990	\$ 40,000	4.5%	\$ 1,800
Total Contract #3				\$2,000,000	10.4%	\$ 207,170

Table 6: New Hangar Construction

Contract Name	Trade Description	NAICS Description	NAICS	Trade (\$)	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
Contract #4: New Hangar Construction		<i>Commercial and Institutional Building Construction</i>	236220	\$1,920,000	12.7%	\$ 243,840
		<i>Water and Sewer Line and Related Structures Construction</i>	237110	\$ 200,000	10.7%	\$ 21,400
		<i>Electrical Contractors and Other Wiring Installation Contractors</i>	238210	\$1,000,000	7.2%	\$ 72,000
		<i>Engineering Services</i>	541330	\$ 775,000	8.1%	\$ 62,775
		<i>Surveying and Mapping (except Geophysical) Services</i>	541370	\$ 25,000	6.6%	\$ 1,650
		<i>All Other Support Services (Traffic Control)</i>	561990	\$ 80,000	4.5%	\$ 3,600
Total Contract #4				\$4,000,000	10.1%	\$ 405,265

Table 7: Water System Supply Improvements

Contract Name	Trade Description	NAICS Description	NAICS	Trade (\$)	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
Contract #5: Water System Supply Improvements		Water and Sewer Line and Related Structures Construction	237110	\$3,900,000	10.7%	\$ 417,300
		Engineering Services	541330	\$ 900,000	8.1%	\$ 72,900
		Surveying and Mapping (except Geophysical) Services	541370	\$ 100,000	6.6%	\$ 6,600
		All Other Support Services (Traffic Control)	561990	\$100,000	4.5%	\$ 4,500
Total Contract #5				\$5,000,000	10%	\$ 501,300

Table 8: Sewer System Line Replacement

Contract Name	Trade Description	NAICS Description	NAICS	Trade (\$)	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
Contract #6: Sewer System Line Replacement		Water and Sewer Line and Related Structures Construction	237110	\$1,950,000	10.7%	\$ 208,650
		Engineering Services	541330	\$ 400,000	8.1%	\$ 32,400
		Surveying and Mapping (except Geophysical) Services	541370	\$ 100,000	6.6%	\$ 6,600
		All Other Support Services (Traffic Control)	561990	\$ 50,000	4.5%	\$ 2,250
Total Contract #6				\$2,500,000	9.9%	\$ 249,900

Table 9: Sewer System Pre-Treatment

Contract Name	Trade Description	NAICS Description	NAICS	Trade (\$)	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
Contract #7: Sewer System Pre-Treatment		Water and Sewer Line and Related Structures Construction	237110	\$2,340,000	10.7%	\$ 250,380
		Engineering Services	541330	\$ 600,000	8.1%	\$ 48,600
		All Other Support Services (Traffic Control)	561990	\$ 60,000	4.5%	\$ 2,700
Total Contract #7				\$3,000,000	10%	\$ 301,680

Table 10: SRE Building Design and Construction

Contract Name	Trade Description	NAICS Description	NAICS	Trade (\$)	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
Contract #8: SRE Building Design and Construction		<i>Commercial and Institutional Building Construction</i>	236220	\$2,350,000	12.7%	\$ 298,450
		<i>Water and Sewer Line and Related Structures Construction</i>	237110	\$ 50,000	10.7%	\$ 5,350
		<i>Electrical Contractors and Other Wiring Installation Contractors</i>	238210	\$ 400,000	7.2%	\$ 28,800
		<i>Plumbing, Heating, and Air-Conditioning Contractors</i>	238220	\$ 600,000	3.0%	\$ 18,000
		<i>Engineering Services</i>	541330	\$ 700,000	8.1%	\$ 56,700
Total Contract #8				\$4,100,000	9.9%	\$ 407,300
Total FY-2021				\$34,100,000	10.4%	\$3,535,375

The base goal projection after weighting is as follows:

- Total Weighted DBE Availability: \$3,535,375
- Total for All Trades: \$34,100,000

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: 10.4%

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.

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

Table 11: Past History Participation

FY	Total Grant \$ Amount	DBE Goals			Accomplishments			Type of work
		RC	RN	Total	RC	RN	Total	
FY 2014	No Project							No Project
FY 2015	\$826,325	0%	1.86%	0%	0%	0%	0%	Rehab TW (Design), Fencing (Design & Const) ARFF Vehicle (Design)
FY 2015	\$519,506	0%	1.86%	0%	0%	0%	0%	Update Airport Master Plan Study
FY 2016	\$677,021	0%	1.86%	0%	0%	0%	0%	ARFF Procurement
FY 2016	\$6,329,350	0%	1.86%	0%	0%	0%	0%	Rehab TW (Ph 2 Const)
FY 2017	\$5,887,602	0%	1.86%	0%	0%	0%	0%	Rehab TW (Ph 3 Const)
FY 2018	No Project							No Project
FY 2019	\$173,584	0%	1.25%	0%	0%	0%	0%	Rwy 2/20 RSA Study
FY 2019	\$800,000	0%	0%	0%	0%	0%	0%	SRE Procurement
FY 2019	\$445,767	0%	5.36%	0%	0%	0%	0%	RW 2/20 Fog Seal and Remarketing
FY 2020		0%	0%	0%	0%	0%	0%	SRE Procurement
FY 2020		0%	1.0%	0%	0%	0%	0%	SRE Building Design

The median participation based on historical data is 0.0%.

Step 1 Base averaged with historical median: $(x + 4.1\%)/2 = y\%$

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 5.2%. The Port of Walla Walla believes this adjusted goal accurately reflects DBE participation that can be achieved for the type(s) of work being awarded during the FY 2021 period.

The regulations allow for an adjustment to the base figure percentage (derived above) for circumstances or issues that might impact the availability.

Step 2(b) – Disparity Studies

The data source for the total available businesses comes from the 2019 Washington State Airports Disparity Study conducted for the WA State Department of Transportation by Colette Holt & Associates was used to determine the number of available contractors and subcontractors for the work anticipated on these projects.

Step 2(c) – Consultation

Prior to finalizing the goal, a teleconference call will be held to allow businesses in the Market Area to provide input on the methodology used in this goal calculation.

Step 2(d) – Adjusted DBE Goal

The overall DBE Goal is 5.2%.

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

The Port of Walla Walla will meet the maximum feasible portion of the overall goal by using RN means of facilitating DBE participation, such as:

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; and

The Port of Walla Walla estimates that in meeting the established overall goal of 5.2%, it will obtain 5.2% from RN participation and 0% through RC measures.

The Port of Walla Walla 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.

Public Participation

In establishing the overall goal, The Port of Walla Walla 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 Port of Walla Walla 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 *video conference* which was held at *time, and date*.

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

A notice of the proposed goal was published on the Port of Walla Walla 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 the Port of Walla Walla official website.

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

Sample Public Notice Language:

PUBLIC NOTICE

The Port of Walla Walla hereby announces its proposed Disadvantaged Business Enterprise (DBE) participation goal of 5.2% for Federal Aviation Administration-funded contracts/agreements. The proposed goal pertains to federal fiscal year 2021. A video conference will be held on *date, time*, for the purpose of consulting with stakeholders to obtain information relevant to the goal-setting process.

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

Port of Walla Walla
Attn: Jennifer Skoglund, Airport Manager
310 A Street
Walla Walla, WA 99362

or

Federal Aviation Administration
Civil Rights Staff, ASW-9
PO Box 92007
Los Angeles CA 90009