

Fosston Municipal Airport

Fosston, MN

Calculation of FY 2011 – FY 2013 DBE Goals

Section 26.45: Overall DBE 3-Year Goal Methodology

Name of Recipient: City of Fosston

Goal Period: FY-2011-2012-2013 – October 1, 2010 through September 30, 2013

FAA Assisted Contract Amount:	FY 2011 = \$520,000
	FY 2012 = \$465,000
	<u>FY 2013 = \$25,000</u>
	Total = \$1,010,000

DBE 3-Year Overall Goal: 2.69%
\$27,169

The Airport Anticipates Awarding the Following Projects:

1. Parallel Taxiway Construction – Phase I (2011)
2. Pavement Rehabilitation (2011)
3. Parallel Taxiway Construction – Phase II (2012)
4. Pavement Rehabilitation (2013)

Market Area: The majority of the contractors and subcontractors that have performed work at the Fosston Municipal Airport are from the following states and counties:

- Minnesota – Polk County, Mahnomen County
- North Dakota – Cass County

Amount of goal

The City of Fosston, which owns and operates the Fosston Municipal Airport, anticipates spending an estimated \$1,010,000 dollars (\$959,550 Federal @ 95%) on a FAA assisted contracts at the Fosston Municipal Airport, where DBE participation is applicable, during FY 2011 to FY2013. Based on the estimated total Federal assisted contracts of \$1,010,000 and a DBE participation of 2.69%, it is anticipated that the City will expend a minimum of \$27,169 for DBE services during FY 2011 to FY 2013.

A summary of the method used to calculate the Airport's overall goal is presented below. A weighted percentage was also calculated and the goal for this Federal fiscal year period is given at the end of this Appendix.

Step 1: Determining the Base Figure

For fiscal years 2011 through 2013, site work, including earthwork, aggregate base, bituminous concrete pavements, pavement rehabilitation, erosion control, seeding and mulching were identified as potential project items in which DBEs may be utilized. The City of Fosston, MN identified the number of DBE businesses within the following NAICS Codes for the State of Minnesota versus the total number of businesses within the related NAICS Codes for the State of Minnesota from the 2002 U.S. Census Bureau Data.

NAICS	MN - DBE Businesses	
	MnDOT Cert. DBE Dir. July 2, 2010 Number	2002 U.S. Census Bureau Data Total Businesses - MN Number
237310	10	372
TOTALS	10	372

By dividing the total number of DBE firms into the total number of firms (10/372), the relative availability or base figure of 2.69% percent was determined.

A weighed percentage calculations was also conducted, see attached methodology spreadsheet. The weighted percentage calculation reflects a slightly lower percentage goal of 2.55%

Step 2: Adjustment to the Base Figure?

The Airport has limited past performance information for DBE participation. Other Airports in Minnesota have consulted with MnDOT to determine what other agencies have experienced for DBE participation in the past on similar projects. MnDOT has experienced that there is limited participation from DBEs in the outlying areas of the state and suggested to make no adjustment to the base figure. Based on all the information gathered and the calculations made, it is recommended that the DBE % goal for the FY 2011 to FY 2013 projects be set at the base figure of 2.69%

The City of Fosston will collect data as its program progresses and reevaluate this position in the future.

Race-Neutral and Race Conscious Breakout

The City of Fosston will meet the maximum feasible portion of its overall goal by using race-conscious means of facilitating DBE participation. The City will use the following race-neutral means to continue to increase DBE participation.

- Provide DBE directories to all potential prime contractors.
- Offer instructions and clarification on bid specifications, general bidding requirements, and our procurement policy and procedures.
- Maintain a file of successful bid documents from past procurements and permit DBE's and other small business firms to review and evaluate these documents.
- When requested, conduct debriefing sessions to explain why certain bids were unsuccessful.
- Provide DBE's and other small business firms with information on future procurements and contracting schedules.
- Provide information on certification procedures, subcontracting, and bonding requirements.
- Place bid notices in the DBE trade association newsletters, major local newspapers, as well as periodicals of interest to the disadvantaged community.
- Make bid specifications available to DBE contractor associations and technical assistance agencies.
- Provide DBEs and DBE organizations with lists of majority firms bidding as prime contractors.

For reporting purposes, race conscious DBE participation includes, but is not necessarily limited to the following:

- DBE participation through a prime contract a DBE obtains 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.

Contract Goals

The City of Fosston projects fulfilling its goal using race-conscious means. Contract goals are established so that, over the period to which the overall goal applies, they will cumulatively result in meeting any portion of our overall goal that is not projected to be met through the use of race-neutral means.

The City of Fosston will establish goals only on those DOT- assisted contracts that have subcontracting possibilities when it is anticipated that the goal will not be met using race-conscious means. We need not establish a contract goal on every such contract, and the size of contract goals will be adapted to the circumstances of each such contract.

The City of Fosston will express our contract goals as a percentage of the total amount of a DOT - assisted contract.

Public Notice

The following will be posted on the City of Fosston Website and at the City Clerk’s office:

Notice of Opportunity to Comment on a Disadvantaged Business Enterprise (DBE) and percentage dollar goals for Disadvantaged Business Enterprise contracts or subcontracts at the Fosston Municipal Airport. The above DBE plan and percentage goals are available for inspection at the City of Fosston for thirty (30) days following the date of the notice. Questions on the program and goals will be reviewed during the scheduled Fosston Municipal Airport Commission meeting in September. The City of Fosston and the United States Department of Transportation will accept comments for informational purposes only on the goals for thirty (30) days from the date of the notice at the following address:

City of Fosston
PO Box 239
220 East 1st Street
Fosston, Minnesota 56542



DBE Weighted Goal
Parallel Twy Construction & Pavement Rehabilitation
Fosston Municipal Airport
Fosston, MN
FY 2011 to FY 2013

No. Item	Total Cost	Federal Share (95%)	% of Total	# of		Weighted %
				DBEs	Contractors	
237310 Parallel Twy Construction - Phase I	\$490,000	\$465,500	46.09%	10	372	1.24%
237310 Pavement Rehabilitation	\$25,000	\$23,750	2.35%	10	372	0.06%
237310 Parallel Twy Construction - Phase II	\$465,000	\$441,750	43.74%	10	372	1.18%
237310 Pavement Rehabilitation	\$30,000	\$28,500	2.82%	10	372	0.08%
	\$1,010,000	\$959,500	95.00%			2.55%