



DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

FY 2025-2027 DBE GOAL & METHODOLOGY REPORT

PREPARED FOR:



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SECTION 1 - DBE POLICY STATEMENT

The Yuma County Airport Authority, Inc. (Airport), sponsor of Yuma International Airport, has established a Disadvantage Business Enterprise (DBE) Program in accordance with the regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. The Airport has received Federal financial assistance from the DOT and, as a condition of receiving this assistance, has signed grant assurances that it will comply with 49 CFR Part 26.

It is the policy of the Airport to ensure that DBEs, as defined in 49 CFR Part 26, have an equal opportunity to participate in DOT-assisted contracts. It is also the Airport's policy to:

1. Ensure nondiscrimination in the award and administration of DOT-assisted contracts.
2. Create a level playing field on which DBEs can compete fairly on DOT-assisted contracts.
3. Ensure the Yuma County Airport Authority's DBE program is narrowly tailored in accordance with applicable law.
4. Ensure only firms that fully meet the requirements of 49 CFR Part 26 eligibility standards are permitted to participate as DBEs at the Airport.
5. Help remove barriers to the participation of DBEs in DOT-assisted contracts.
6. Promote the use of DBEs in all types of DOT-assisted contracts and procurement activities.
7. Assist the development of firms that can compete successfully in the marketplace outside of the DBE Program
8. Make appropriate use of the flexibility afforded to recipients of Federal financial assistance in establishing and providing opportunities for DBEs.

Gen Grosse, Property and Community Relations Manager, has been delegated as the DBE Liaison Officer (DBELO). In that capacity, Ms. Grosse is responsible for implementing all aspects of the DBE Program. Implementation of the DBE Program is accorded the same priority as compliance with all other legal obligations incurred by the Airport in its financial assistance agreements with the DOT.

The Airport has disseminated this policy statement to the Yuma County Airport Authority and all components of its organization. By way of the Airport's website, this statement has been distributed to DBE and non-DBE businesses and organizations in the Yuma market area that may perform work on Airport DOT-assisted contracts.



Gen Grosse, Property and Community Relations Manager



Date

SECTION 2 - GENERAL REQUIREMENTS

The Airport is a recipient of Federal Aviation Administration (FAA) grants for airport improvement projects, which necessitates compliance with the requirements of 49 CFR Part 26. These requirements are described in detail in the Airport's DBE Program Report and are highlighted below.

2.1. DBE POLICY STATEMENT

49 CFR Part 26 requires the establishment of a DBE Policy Statement, which can be found in Section 1 of this report.

2.2. APPLICABILITY

The regulations of 49 CFR Part 26 apply to recipients of Federal airport funds authorized by 49 U.S.C. 47101, et. seq.

2.3. DEFINITION OF TERMS

The terms used for the purpose of the Airport's DBE Program are those contained in 49 CFR Part 26, Section §26.5.

2.4. NONDISCRIMINATION

The Airport will not exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and administration of opportunities at the Airport covered by 49 CFR Part 26 on the basis of sex, race, color, or national origin. Additionally, the Airport will not, directly or through contractual or other arrangements, use criteria or methods of administration that would have the effect of defeating or substantially impairing the accomplishment of the DBE Program objectives with respect to individuals of a particular race, color, sex, or national origin. The Airport will also take all necessary and reasonable steps to ensure nondiscrimination in the award and administration of contracts and agreements.

2.5. RECORD KEEPING

2.5.1. REPORTING TO DOT

The Airport will provide data about its DBE Program to the FAA as directed by the DOT operating administrations. DBE participation will be reported to FAA as follows: The Airport will transmit to the FAA annually, on or before December 1, the information required for the "Uniform Report of DBE Awards or Commitments and Payments", as described in Appendix B to Part 26. The Airport will similarly report the required information about participating DBE firms. All reporting will be executed through the FAA official reporting system, or another format acceptable to the FAA as instructed thereby.

2.5.2. BIDDERS LIST

The Airport will create and maintain a bidders list. The purpose of the list is to provide, as accurately as possible, data on DBE and non-DBE contractors and subcontractors that seek to work on Airport DOT-assisted contracts for use in helping to set overall DBE participation goals. The bidders list will include the name, address, DBE and non-DBE status, age of firm, and annual gross receipts of firms.

This information will be collected in the following way(s): The Airport's bidders list collection form, called the Contract Participants Form, is a part of each RFP/RFQ/RFI. All elements of the bidders list are included, plus each participant's anticipated contract dollar amount. The form also provides the data for the current award year and detailed backup data for project closing year of the Uniform Report of DBE Commitments/Awards and Payments.

2.5.3. RECORDS RETENTION AND REPORTING

The Airport will maintain records documenting a firm's compliance with 49 CFR Part 26.

2.6. OVERALL GOAL SETTING

The calculations and rationale for the overall DBE participation goal is detailed in Section 3 of this report and were conducted in accordance with 49 CFR Part 26.

SECTION 3 - INTRODUCTION TO GOAL AND METHODOLOGY

As a recipient of Federal funds for projects, the Airport is required under 49 CFR Part 26 to establish goals for DBE participation on DOT-assisted contracts since it will award prime contracts the cumulative total value of which exceed \$250,000 in FAA funds in a Federal fiscal year. This report details the methodology used to determine DBE participation goals for the three-year period of Federal Fiscal Years (FY) 2025-2027.

SECTION 4 - ANTICIPATED FEDERALLY FUNDED PROJECTS

Table 1 below provides a summary of the Airport's projects and FAA funding anticipated during this three-year goal period.

Table 1 - Anticipated Federally Funded Projects (FY 2025-2027)

FY	Project	Entitlements	Discretionary	BIL	Total Anticipated Federal Funds	Anticipated Project Total*
2025	Design Commercial Air Service Terminal Apron	\$591,890	\$0	\$0	\$591,890	\$650,000
2026	Construct Commercial Air Service Terminal Apron Rehabilitation	\$1,950,000	\$3,256,000	\$3,900,000	\$9,106,000	\$10,000,000
2027	Design DCC Apron South Ramp Expansion	\$546,360	\$0	\$0	\$546,360	\$600,000
Estimated Totals, FY 2025-2027		\$3,088,250	\$3,256,000	\$3,900,000	\$10,244,250	\$11,250,000

Source: Yuma County Airport Authority, Inc.

Notes:

FY = Federal Fiscal Year (October 1 - September 30)

BIL = Bipartisan Infrastructure Law

*Anticipated Project Total includes federal, state, and local funds.

SECTION 5 - DBE PARTICIPATION GOAL AND METHODOLOGY

Pursuant to 49 CFR Part 26, Section §26.45, the Airport plans to achieve an overall, annual DBE goal for FY 2025-2027 for the participation of DBEs on DOT-assisted contracts. The overall goal has been set at **4.70%**, **which represents approximately \$481,925 in federal funds over the three-year goal period.** The Airport's overall goal represents the availability of ready, willing, and able DBE businesses that are capable of participating in the planned contract opportunities and is reflective of the amount of DBE participation expected, absent the effects of discrimination. The Airport intends to meet this goal exclusively through race neutral measures, described further within this section. Race conscious measures are not anticipated to be used during this goal period to meet any portion of the goal. This section presents the methodology used to determine the overall DBE participation goal.

5.1. DETERMINATION OF MARKET AREA

A market area is the geographical area in which the substantial majority of firms that seek to do business with the Airport are located, and the geographical area in which the firms that are awarded the substantial majority of DOT-associated contracts are located. The Airport has determined that the market area encompasses the Arizona counties of Yuma, La Paz, Pima, and Maricopa. This determination was based on previously awarded contracts in the last three fiscal years, and firms that are ready, willing, and able to do business in Yuma County according to the Arizona Department of Transportation (ADOT) United Certification Program (UCP) database.

5.2. STEP ONE: DETERMINATION OF BASE FIGURE

The first step in determining an overall DBE participation goal is to obtain a base figure for the relative availability of DBEs. To determine the relative availability of DBEs, the availability of DBE firms within the market area that have expressed a willingness to work in Yuma County must be compared to the overall availability of all firms in the market area. The ADOT UCP database was referenced to determine the number of certified DBE firms in the market area that fall into the applicable North American Industrial Classification System (NAICS) codes of construction and professional services for the type of work anticipated to be contracted during this goal period. Additionally, the U.S. Census Bureau's 2022 County Business Pattern (CBP) data—the latest CBP dataset available—was referenced to determine the total number of firms in the market area within the respective NAICS codes.

The anticipated contracting opportunities for this goal period are airport design and construction projects that involve various services, including but not limited to civil engineering design, site investigations, survey, electrical, pavement rehabilitation, and all related site preparation and clean-up involved in construction. **Table 2**, presented on the following page, provides a list of NAICS codes related to these projects and the relative availability of DBEs within the market area.

Table 2 - NAICS Codes and Market Area Firms

Type of Work	NAICS Code	Total Market Area Firms*	Market Area DBE Firms Willing to Work in Yuma County**
Asphalt Paving/Concrete	237310	129	32
Heavy and Civil Engineering Construction	237990	43	13
Concrete Pouring/Resurfacing/Repair	238110	302	20
Electrical/Airport Lighting Contractors	238210	1,335	15
Site Preparation and Grading	238910	399	20
Drafting Services	541340	66	12
Geophysical (Aerial) Surveying and Mapping Services	541360	15	3
Surveying and Mapping (Except Geophysical Services)	541370	79	12
Trucking	484110	395	13
Lighting Design Services; Pavement Design	541490	34	0
Administrative & General Construction Management	541611	2,085	24
Construction Logistics Consulting Services	541614	128	4
Environmental Consulting Services	541620	159	22
Scientific & Technical Consulting Services	541690	515	18
Professional, Scientific & Technical Services	541990	417	9
Other Specialty Trade Contractors	238990	616	27
Remediation Services	562910	95	4
Engineering/Environmental Engineering Services	541330	1,116	46
Wholesalers for pavement, asphalt, gravel	423320	81	1
Total		8,009	295

Sources:

North American Industry Classification System (accessed June 2024).

Arizona Department of Transportation Unified Certification Program UTRACS (accessed June 2024): <https://utracs.azdot.gov/Search/>

U.S. Census Bureau, 2022 County Business Patterns: <https://www.census.gov/programs-surveys/cbp.htm>

Notes:

NAICS = North American Industrial Classification System

DBE = Disadvantage Business Enterprise

*Market area consists of Yuma, La Paz, Pima, and Maricopa Counties.

†DBE Firms Willing to Work in Yuma County were determined from available data on ADOT's UCP UTRACS application.

The Airport has identified 295 DBE firms that are available and qualified to provide construction and professional services within the applicable NAICS codes. These firms are ready and willing to undertake the work anticipated during the three-year goal period. The total number of all firms (DBE and non-DBE) is 8,009 according to the U.S. Census Bureau's 2022 CBP data.

The Airport has analyzed the contracting opportunities at the Airport for the specified goal period and has further categorized the NAICS codes into two main work categories: *Engineering, Planning, and Technical Services* and *Construction Services*. **Table 3** organizes the NAICS codes from Table 2 into these broader categories. Table 3 also provides an estimated breakdown of the approximate percentage of contract dollars for each work category and presents the relative availability of DBEs within the market area. This information was used to derive a base figure for DBE availability.

Table 3 - Relative Availability of DBEs

Work Category	Applicable NAICS Codes (from Table 2)	DBE Firms Willing to Work in Yuma County*	Total Market Area Firms†	DBE Availability‡	Percent of Estimated Total Expenditure	Weighted DBE Availability§
Engineering, Planning, and Technical Services	238210, 541340, 541360, 541370, 541490, 541614, 541620, 541690, 541990, 541330	141	3,864	3.65%	10.00%	0.36%
Construction Services	237310, 237990, 238910, 484110, 541611, 562910, 423320, 238990, 238110	154	4,145	3.72%	90.00%	3.34%
Total		295	8,009		Base Figure =	3.71%

Sources:

North American Industry Classification System (accessed June 2024).
 Arizona Department of Transportation Unified Certification Program UTRACS (accessed June 2024): <https://utracs.azdot.gov/Search/>
 U.S. Census Bureau, 2022 County Business Patterns: <https://www.census.gov/programs-surveys/cbp.htm>

Notes:

NAICS = North American Industrial Classification System
 DBE = Disadvantage Business Enterprise
 *DBE Firms Willing to Work in Yuma County were determined from available data on ADOT’s UCP UTRACS application.
 †Market area consists of Yuma, La Paz, Pima, and Maricopa Counties.
 ‡DBE Availability is calculated per the following: Market Area DBE Firms Willing to Work in Market Area ÷ Total Market Area Firms.
 §Weighted DBE Availability is calculated per the following: DBE Availability x Percent of Estimated Total Expenditure.

As shown in Table 3, a weighted DBE availability was developed based on an approximate percentage of contract dollars for each work category. From this analysis, the Airport has determined a base figure for the overall goal for Airport DBE participation of 3.71% (0.36% + 3.34%).

5.3. STEP TWO: EXAMINATION OF EVIDENCE FOR ADJUSTMENT TO BASE FIGURE

The base figure identified in Step 1 is considered to be a foundation from which an examination of available evidence is based. Pursuant to 49 CFR Part 26, this base figure may be adjusted to more accurately reflect the local economic climate of a given market or to take historical DBE participation into consideration. Step 2 of the goal setting process requires an assessment of factors that may contribute to an overall goal adjustment.

5.3.1. HISTORICAL DBE PARTICIPATION

A base figure adjustment may be made based on the volume of work DBEs have performed on the Airport's DOT-assisted contracts in recent years. **Table 3** presents an analysis of historical DBE participation at the Airport for the 15-year period of FY 2009 to 2023. Per FAA guidance, this historical data was used to determine median past participation.

Table 4 - Historical DBE Participation (FY 2009-2023)

FY	DBE Participation
2009	1.10%
2010	0.00%
2011*	0.00%
2012	10.30%
2013	0.00%
2014	0.00%
2015*	0.00%
2016*	0.00%
2017	0.01%
2018*	0.00%
2019	25.45%
2020	98.23%
2021	13.00%
2022*	0.00%
2023	13.00%
Median DBE Participation †	5.70%

Source: Yuma International Airport Uniform Reports of Annual DBE Participation (FY 2009-2023)

Notes:

FY = Federal Fiscal Year (October 1 - September 30)

**No AIP grants awarded/committed during this fiscal year.*

†Annual DBE participation compared to overall goal is only counted for fiscal years in which AIP grants are awarded/committed: FYs 2009, 2010, 2012, 2013, 2014, 2017, 2019, 2020, 2021, and 2023.

5.3.2. DISPARITY STUDIES

ADOT periodically analyzes the availability of DBE firms in disparity studies that inform the department's overall DBE goals. The results of the most recent disparity study, completed in April 2020, suggest that the number of minority- and women-owned firms in the State of Arizona have increased by 5% since 2015. Subsequently, ADOT's DBE goals increased. While this disparity study is relevant to the total number of DBE firms within the Airport's market area, the number of DBE firms willing to work in Yuma County remains unchanged. Therefore, this disparity study will not be considered in the determination of the overall DBE participation goal. The Airport is not aware of any additional disparity studies within the market area that may impact this goal-setting process.

5.3.3. OTHER EVIDENCE

The Airport is not aware of any other evidence, factors, or adverse considerations that would have a material effect on DBE availability within the Airport's market or on the ability of DBEs to participate in the Airport's DOT-assisted contracts. The Airport will continue to explore and consider all available evidence that materially would affect the opportunities for DBEs to form, grow, and compete on opportunities at the Airport.

5.4. DETERMINATION OF OVERALL DBE PARTICIPATION GOAL

To arrive at an overall DBE participation goal, the Step 1 base figure (3.71%) was compared to the Airport's historical DBE participation. With a significant increase in DBE participation in recent years, the Airport determined it was appropriate to make an adjustment to the base figure. As detailed above in **Table 3**, the median DBE participation in which AIP grants are awarded/committed is 5.70%. This historical DBE participation was considered in the determination of the overall goal.

- Base figure (Section 5.2) = 3.71%
- Historical median DBE participation (Section 5.3.1) = 5.70%
- Overall DBE participation goal = $(3.71 + 5.70) \div 2$
- **Overall DBE participation goal (FY 2025-2027) = 4.70%**

5.5. BREAKOUT OF ESTIMATED RACE-NEUTRAL AND RACE-CONSCIOUS PARTICIPATION

Pursuant to 49 CFR Part 26, airports are required to detail the portions of the overall participation goal that will be accomplished using race-neutral and race-conscious participation measures. Race-neutral participation includes any instance when a DBE firm wins a contract through customary competitive procedures without making distinctions or classifications on the basis of race or gender. Race-conscious measures focus specifically on assisting only DBEs, such as establishing a contract goal of DBE participation. 49 CFR Part 26, Section §26.51 requires that airports meet the maximum feasible portion of their overall DBE participation goal utilizing race-neutral measures.

The Airport expects to meet the entirety of its overall goal by employing race-neutral measures of facilitating DBE participation. The Airport does not expect to establish contract goals to achieve the overall goal. The Airport will prioritize the use of the following race-neutral participation measures to meet the overall DBE participation goal of 4.70%:

- Maintain and refine the DBE bidders list for various NAICS codes of ready, willing, and able DBEs to perform work at the Airport.
- Provide prime contractors with copies of the DBE bidders list.
- Encourage prime contractors to have their uncertified, qualified, and experienced subcontractors and other small business partners to apply for DBE certification.
- Encourage large prime contractors to subcontract portions of the work that they might otherwise perform themselves and take advantage of the lower overhead of DBE and small businesses, especially in service and professional contracts.
- Emphasize the need for prime contractors to increase their DBE outreach efforts.
- Partner with ADOT, Small Business Development Centers (SBDCs), and Small and Minority Business Organizations to train DBEs in networking best practices, locating RFPs, and preparing proposals.
- Establish an outreach program to:
 - Encourage experienced, qualified DBEs to network with potential prime consultants.
 - Introduce DBEs to trade associations, government, and private business groups.
 - Encourage prior subcontractors and small contractors to apply for DBE certification.
 - Work with local SBDCs and Small and Minority Business Organizations to promote Airport work opportunities to DBEs.

The Airport will adjust the estimated breakout of race-neutral and race-conscious participation measures, as needed, to reflect actual DBE participation and will track and report race-neutral and race-conscious participation measures separately.

SECTION 6 - CONSULTATION WITH STAKEHOLDERS

The Airport encourages the participation of DBEs in its contracting opportunities. Prior to submitting the overall DBE participation goal to the FAA, and pursuant to 49 CFR Part 26, the Airport facilitated a scheduled, direct, and interactive exchange with members of the public and various groups that may have information concerning the availability of disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and efforts to increase participation of DBEs. Along with a public advertisement, the organizations listed below were directly notified of the meeting. The meeting notice is included in

Appendix A.

- Yuma County Chamber of Commerce
- Arizona Hispanic Chamber of Commerce
- Greater Phoenix Black Chamber of Commerce
- Arizona Western College Small Business Development Center
- Associated Minority Contractors of Arizona
- Arizona Department of Transportation Business Engagement & Compliance Office
- National Association of Women Business Owners
- National Center for American Indian Enterprise Development
- Arizona Procurement Technical Assistance Center
- Yuma Southwest Contractors Association

SECTION 7 - PUBLIC PARTICIPATION

The Airport published a notice on the Yuma International Airport website (www.flyyuma.com/dbe.html) and in the local newspaper, *The Yuma Sun*, announcing the proposed overall DBE participation goal for the three-year period of FY 2025-2027. The notice informed the public that the FY 2025-2027 DBE Goal & Methodology Report was available for inspection on the Airport's website, and that the Airport accepted comments and questions on the goal and methodology. No comments were received. The website notice is shown in **Appendix B**.

SECTION 8 - SUMMARY OF DBE GOAL

As a result of the methodology presented within this report, and in accordance with the requirements of 49 CFR Part 26, the Yuma County Airport Authority has established an overall DBE participation goal for the period of FY 2025-2027 of **4.70%**, which represents approximately **\$481,925 in federal funds over the three-year goal period**. The entirety of this goal is anticipated to be achieved through the employment of race-neutral measures.

APPENDIX A

Consultation Meeting Notice

**NOTICE OF STAKEHOLDER CONSULTATION
DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL
FEDERAL FISCAL YEARS (FY) 2025-2027**

The Yuma County Airport Authority, Inc., sponsor of Yuma International Airport, is in the process of updating its triannual Disadvantaged Business Enterprise (DBE) participation goal for FY 2025-2027 in accordance with the regulations of 49 CFR Part 26. The Airport is inviting stakeholders to offer input relevant to the goal-setting process during a virtual meeting (Zoom) on Wednesday, July 10 at 1:30 pm. All interested parties are invited to attend, especially those that may have information pertinent to the Airport's DBE goal and overall DBE program.

Those interested in attending the virtual meeting may register by contacting John Coliton at john.coliton@kimley-horn.com. Meeting login instructions will be sent to registered participants in advance of the meeting.

This meeting is not mandatory for DBE participation on projects at Yuma International Airport.

APPENDIX B

Public Notice

The Yuma County Airport Authority has established a Disadvantaged Business Enterprise (DBE) Program in accordance with 49 CFR Part 26. The Yuma International Airport anticipates receiving Federal financial assistance from the Department of Transportation (DOT) for projects during the period of Federal Fiscal Years 2025-2027 and, as a condition of receiving this assistance, must comply with 49 CFR Part 26.

The Airport has established an overall annual goal for DBE participation of 4.70% of the total dollar amount of annual federal contract grants. This proposed goal and the methodology used to arrive at the goal are available for public review and comment on the Airport's website: www.flyyuma.com/dbe.html.

Comments and questions will be accepted until July 26, 2024 and may be sent to John Coliton of Kimley-Horn at john.coliton@kimley-horn.com.