

ATTACHMENT 5

Overall DBE Three-Year Goal Methodology

Name of Recipient: Town of Norridgewock owner of Central Maine Regional Airport.

Goal Period: FY-2024-2025-2026 (October 1, 2023 through September 30, 2026)

DOT-assisted contract amount: FY-2024	\$ 670,000.00
FY-2025	\$ 0.00
<u>FY-2026</u>	<u>\$ 710,000.00</u>
Total	\$1,380,000.00

Overall Three-Year Goal: 4.93%, to be accomplished through 4.93% Race Neutral and 0% Race Conscious

Total dollar amount to be expended on DBEs: \$68,041.20

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

FFY-2024 Projects

- 1) Construct Hangar Taxilanes – \$650,000.00
- 2) SRE Acquisition – \$20,000.00 (Consulting Fee – Does not include equipment costs)

FFY-2025 Projects

- 3) Design and Permit Jet-A Fuel Farm – Cumulative total value of contracts does not exceed \$250,000 in FAA funds in a Federal fiscal year

FFY-2026 Projects

- 4) Construct Jet-A Fuel Farm – \$550,000.00
- 5) Airfield Crack Seal and Pavement Markings – \$160,000.00

Detailed goal calculations for each project have been provided in the spreadsheets at the end of this section.

Market Area: The Town defines its market area as the County of Somerset, Maine and neighboring counties in Maine.

Step 1. 26.45(c) Actual relative availability of DBEs

Pursuant to 49CFR 26.45, the Town has used the following methodology to determine the baseline figure for its 2021-2023 DBE goal. The Town has used the most recent (2020) US Census data and the MaineDOT Directory of Certified Businesses to determine the number of ready, willing, and able DBEs in the market area.

For each area of work, the total number of DBEs within the market area (with adjustments for specific work categories) found in the MaineDOT DBE Directory is divided by the total number of all firms found

through analysis of the (2020) US Census data for the market area to arrive at the percentage of DBE firms that are ready, willing, and able to perform contract work.

In order to determine the expected DBE participation in dollars, the estimated contracting dollars for each area of work is multiplied by the percentage of firms that are ready, willing, and able to perform contract work. To establish the DBE project goal, the overall projected DBE participation (in dollars) is divided by the estimated total project costs. This is the base goal for each project.

To determine the overall base figure for more than one project, the sum of all the dollars expected to be spent on DBE participation is divided by the estimated total of all project costs. This number is the overall base goal for the Airport. A breakdown of all mathematical calculations is provided in the table at the end of this section.

Step 2. 26.45(d): Adjustments to Step 1 base figure.

No adjustment was made to the Step 1 base figure; therefore, the Town is adopting the Step 1 base figure as its overall goal for this three-year goal period.

26.51(b) (1-9): Breakout of Estimated “Race and Gender Neutral” (Race Neutral) and “Race and Gender Conscious” (Race Conscious) Participation.

The Town will meet the maximum feasible portion of its overall goal by using Race Neutral means of facilitating DBE participation., including but not limited to the following:

- Arranging solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitates DBE, and other small businesses, participation;
- Relaying information regarding contracting procedures and specific contract opportunities;
- 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;
- Ensuring distribution of DBE directory, through electronic means, to the widest feasible universe of potential prime contractors;

The Town will meet the maximum feasible portion of its overall goal by using Race Neutral means of facilitating DBE participation.

The Town estimates that in meeting its overall goal of 4.93%. It will obtain 4.93% from Race Neutral participation and 0% through Race Conscious measures.

The Town will adjust the estimated breakout of Race Neutral and Race Conscious DBE participation as needed to reflect actual DBE participation (see Section 26.51(f)) and track and report Race Neutral and Race Conscious participation separately. For reporting purposes, Race Neutral 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

Consultation: Section 26.45(g)(1).

In establishing the overall goal, the Town provided for consultation and publication. This 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 Town's efforts to establish a level playing field for the participation of DBEs. The consultation included outreach seeking to schedule, direct, interactive exchange with as many interested stakeholders as possible focused on obtaining information relevant to the Town's goal setting process, and it occurred before its goal methodology was submitted to the operating administration for review. Details of the consultation are as follows:

Before finalizing the overall goal, the Town reached out to the Greater New England Minority Supplier Development Council, Women's Business Enterprise National Council, and the Mid-Maine Chamber of Commerce without limiting consultation to these persons or groups, to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and the Town's efforts to establish a level playing field for the participation of DBEs.

A virtual meeting focused on obtaining information relevant to the goal setting process was held on February 28, 2024, from 10:00 AM to 10:30 AM. No comments were received as a result of consultation.

Notwithstanding paragraph (f)(4) of this section, the Town will not implement its proposed goal until it has complied with this requirement.

The Town will publish a notice announcing the proposed overall goal before submission to the operating administration. The notice will be posted on the Town's official internet website. The Town will inform the public that the proposed overall goal and its rationale are available electronically for inspection, and that the Town and DOT/FAA will accept comments on the goals for 30 days from the date of the notice. No comments were received as a result of the public comment period.

A notice of the proposed goal was published on the Town's official internet website before the methodology was submitted to the FAA. If the proposed goal changes following review by the FAA, the revised goal will be posted on the official internet website. The notice and DBE Plan can be viewed using the link below:

<https://www.norridgewock.gov/airport-dbe>

The language used for the public notice on the Town website is provided below:

The Town of Norridgewock hereby announces its goal of 4.93% for Disadvantaged Business Enterprise (DBE) participation on Airport Improvement Program (AIP) contracts at the Central Maine Regional Airport for federal fiscal years 2024 through 2026. A copy of the Airport's DBE Plan, goal, and rationale can be viewed by clicking the following link. A virtual meeting to discuss the Airport's DBE goal and rationale will be held on February 28, 2024 from 10:00 AM to 10:30 AM. Parties interested in participating in the virtual meeting must contact Jacklyn Marks, Airport Planner, via email at jcm@gainc.com or phone at 603-471-1887 so that a meeting link can be provided. This meeting is open to the public.

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Airport Draft DBE Public Notice

The Town of Norridgewock hereby announces its goal of 4.93% for Disadvantaged Business Enterprise (DBE) participation on Airport Improvement Program (AIP) contracts at the Central Maine Regional Airport for federal fiscal years 2024 through 2026. A copy of the Airport's DBE Plan, goal, and rationale can be viewed by clicking the following link. A virtual meeting to discuss the Airport's DBE goal and rationale will be held on February 28, 2024 from 10:00 AM to 10:30 AM. Parties interested in participating in the virtual meeting must contact Jacklyn Marks, Airport Planner, via email at jcm@gainc.com or phone at 603-471-1887 so that a meeting link can be provided. This meeting is open to the public.

File: [Draft DBE Program](#), [DBE Goal Methodology](#)

[Airport Draft DBE Public Notice](#)[Airport Fuel Prices](#)[Airport Lease Agreement](#)[Hangar Standards](#)

CONTRACT GOALS

The Town will use contract goals to meet any portion of the overall goal that it does not project being able to meet using Race Neutral 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 the Town's overall goal that is not projected to be met through the use of Race Neutral means.

The Town will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities. It need not establish a contract goal on every such contract, and the size of the contract goals will be adapted to the circumstances of each such contract (e.g., type and location of work and availability of DBEs to perform the particular type of work).

The Town will express its contract goals as a percentage of the total amount of a DOT-assisted contract.

STEP 1: CALCULATION OF GOAL

2024 Project Name: Construct Hangar Taxilanes

Eligible Project Costs
\$650,000.00

DBE Participation	
in dollars	in percentage
\$33,651.80	5.18%

PROJECT DBE PARTICIPATION GOAL

2024 Project Name: SRE Acquisition

Eligible Project Costs
\$20,000.00

DBE Participation	
in dollars	in percentage
\$545.45	2.73%

PROJECT DBE PARTICIPATION GOAL

2025 Project Name: Design and Permit Jet-A Fuel Farm

Eligible Project Costs
\$0.00

DBE Participation	
in dollars	in percentage
\$0.00	0.00%

PROJECT DBE PARTICIPATION GOAL

Cumulative total value of contracts does not \$250,000 in FAA funds in a Federal fiscal year

2026 Project Name: Construct Jet-A Fuel Farm

Eligible Project Costs
\$550,000.00

DBE Participation	
in dollars	in percentage
\$20,881.16	3.80%

PROJECT DBE PARTICIPATION GOAL

2026 Project Name: Airfield Crack Seal and Pavement Markings

Eligible Project Costs
\$160,000.00

DBE Participation	
in dollars	in percentage
\$12,962.79	8.10%

PROJECT DBE PARTICIPATION GOAL

TOTAL FOR ALL CENTRAL MAINE REGIONAL AIRPORT PROJECTS

Overall Project Costs
\$1,380,000.00

DBE Participation	
in dollars	in percentage
\$68,041.20	4.93%
	0.00%
\$68,041.20	4.93%

STEP 1: Calculation of Goal

STEP 2: Goal Adjustment

\$68,041.20	4.93%	FINAL OVERALL AIRPORT DBE PARTICIPATION GOAL
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2024 Project Name:Construct Hangar Taxilanes

Overall Project Cost:\$650,000.00

Eligible Project Costs:\$650,000.00

STEP 1: Calculation of Goal						
Professional/Consultant Contract						
X	Engineering and Management Services	541330	110	3	2.73%	\$52,000.00
X	Engineering Construction Phase Services	541330	110	3	2.73%	\$86,000.00
Subtotal					\$138,000.00	\$3,763.64
					% DBE Participation	2.7%
Independent Fee Estimate Contract						
X	Engineering/Specialty Subconsultant - IFE	541330	110	3	2.73%	\$4,000.00
Subtotal					\$4,000.00	\$109.09
					% DBE Participation	2.73%
Construction						
X	Asphalt Paving	237310	43	4	9.30%	\$275,000.00
X	Drainage Subconsultant	237310	43	4	9.30%	\$40,000.00
X	Landscaping	561730	388	3	0.77%	\$40,000.00
X	Trucking (hauling of bulk materials, gravel, sand etc.)	484220	209	1	0.48%	\$35,000.00
X	Unclassified Excavation	238910	268	0	0.00%	\$35,000.00
Construction Material Providers:						
X	* Asphalt	324121	5	0	0.00%	\$60,000.00
X	* Geotechnical Fabrics	313230	1	0	0.00%	\$20,000.00
5% Contingency					0.0%	\$0.00
Subtotal					\$505,000.00	\$29,779.07
					% DBE Participation	5.90%
Non - Contributive Expenses						
X	Sponsor Admin Fee	N/A	N/A	N/A	0%	\$3,000.00
Subtotal					\$3,000.00	\$0.00
					% DBE Participation	0.0%
Overall Total					\$650,000.00	\$33,651.80
					% Overall DBE Participation	5.18%
STEP 2: Goal Adjustment						
					% Goal Adjustment	0%
FINAL PROJECT DBE PARTICIPATION GOAL					5.18%	

2024 Project Name: SRE Acquisition

Overall Project Cost: \$80,000.00
Eligible Project Costs: \$20,000.00

STEP 1: Calculation of Goal

Description of Services		NAICS Code	Available Businesses*	Available DBEs**	% of Available DBEs	Project Costs	DBE Participation in Dollars
Professional/Consultant Contract							
X	Engineering and Management Services	541330	110	3	2.73%	\$20,000.00	\$545.45
Subtotal						\$20,000.00	\$545.45
% DBE Participation							2.73%
Non - Contributive Expenses							
X	Equipment Acquisition	N/A	N/A	N/A	0%	\$50,000.00	\$0.00
Subtotal						\$50,000.00	\$0.00
% DBE Participation							0.0%
Overall Total						\$20,000.00	\$545.45
% Overall DBE Participation							2.73%

STEP 2: Goal Adjustment

% Goal Adjustment 0%

FINAL PROJECT DBE PARTICIPATION GOAL	2.73%
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Overall Project Cost:	\$160,000.00
Eligible Project Costs:	\$160,000.00

Description of Services	NAICS Code	Available Businesses*	Available DBEs**	% of Available DBEs	Project Costs	DBE Participation in Dollars
Professional/Consultant Contract						
X Engineering and Management Services	541330	110	3	2.73%	\$92,000.00	\$2,509.09
X Geotechnical	541330	110	3	2.73%	\$17,000.00	\$463.64
X Electrical Engineering Subconsultant	541330	110	3	2.73%	\$23,000.00	\$627.27
X Materials Testing (Soils Investigation) Subconsultant	541380	3	0	0.00%	\$13,000.00	\$0.00
X Survey (Land) Subconsultant	541370	40	0	0.00%	\$9,000.00	\$0.00
				Subtotal	\$154,000.00	\$3,600.00
				% DBE Participation		2.34%

Independent Fee Estimate Contract							
X	Engineering/Specialty Subconsultant - IFE	541330	110	3	2.73%	\$4,000.00	\$109.09
					Subtotal	\$4,000.00	\$109.09
					% DBE Participation	2.73%	

Non - Contributive Expenses							
X	Sponsor Admin Fee	N/A	N/A	N/A	0%	\$2,000.00	\$0.00
	Acquisition of Parcel	N/A	N/A	N/A	0%		\$0.00
					Subtotal	\$2,000.00	\$0.00
					% DBE Participation		0.0%

Overall Total	\$160,000.00	\$3,709.09
% Overall DBE Participation		2.32%

% Goal Adjustment	0%
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FINAL PROJECT DBE PARTICIPATION GOAL	2.32%
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2026 Project Name: Construct Jet-A Fuel Farm

Overall Project Cost: \$550,000.00

Eligible Project Costs: \$550,000.00

STEP 1: Calculation of Goal

Description of Services		NAICS Code	Available Businesses*	Available DBEs**	% of Available DBEs	Project Costs	DBE Participation in Dollars
Professional/Consultant Contract							
X	Engineering and Management Services	541330	110	3	2.73%	\$100,000.00	\$2,727.27
Subtotal						\$100,000.00	\$2,727.27
						% DBE Participation	2.73%

Independent Fee Estimate Contract							
X	Engineering/Specialty Subconsultant - IFE	541330	110	3	2.73%	\$5,000.00	\$136.36
Subtotal						\$5,000.00	\$136.36
						% DBE Participation	0.00%

Description of Services		NAICS Code	Available Businesses*	Available DBEs**	% of Available DBEs	Project Costs	DBE Participation in Dollars
Construction							
X	Asphalt Paving	237310	43	4	9.30%	\$50,000.00	\$4,651.16
X	Drainage Subconsultant	237310	43	4	9.30%	\$20,000.00	\$1,860.47
X	Electrical Contractors (Electrical Installation)	238210	295	0	0.00%	\$50,000.00	\$0.00
X	Sedimentation and Erosion Control (Landscaping)	561730	388	3	0.77%	\$10,000.00	\$77.32
X	Specialty Contractor (Install Aboveground Fueling System)	238990	105	4	3.81%	\$300,000.00	\$11,428.57
X	Unclassified Excavation	238910	268	0	0.00%	\$10,000.00	\$0.00
Subtotal						\$440,000.00	\$18,017.52
						% DBE Participation	4.09%

Non - Contributive Expenses							
X	Sponsor Admin Fee	N/A	N/A	N/A	0%	\$5,000.00	\$0.00
Subtotal						\$5,000.00	\$0.00
						% DBE Participation	0.0%

Overall Total	\$550,000.00	\$20,881.16
% Overall DBE Participation		3.80%

STEP 2: Goal Adjustment

% Goal Adjustment 0%

FINAL PROJECT DBE PARTICIPATION GOAL 3.80%

2026 Project Name: Airfield Crack Seal and Pavement Markings

Overall Project Cost: \$160,000.00

Eligible Project Costs: \$160,000.00

STEP 1: Calculation of Goal

Description of Services	NAICS Code	Available Businesses*	Available DBEs**	% of Available DBEs	Project Costs	DBE Participation in Dollars
Professional/Consultant Contract						
X Engineering and Management Services	541330	110	3	2.73%	\$45,000.00	\$1,227.27
X Engineering Construction Phase Services	541330	110	3	2.73%	\$21,000.00	\$572.73
Subtotal					\$66,000.00	\$1,800.00
% DBE Participation						2.73%

Independent Fee Estimate Contract						
Engineering/Specialty Subconsultant - IFE	541330	110	3	2.73%	\$0.00	\$0.00
Subtotal					\$0.00	\$0.00
% DBE Participation						0.00%

Description of Services	NAICS Code	Available Businesses*	Available DBEs**	% of Available DBEs	Project Costs	DBE Participation in Dollars
Construction						
(Electrical Power Distribution) Utility Backcharges	221122	3	0	0.00%		\$0.00
Airport Runway Lighting Contractors/Electrical Contractors	238210	295	0	0.00%		\$0.00
Asbestos Removal/Remediation	562910	4	0	0.00%		\$0.00
Asphalt Paving	237310	43	4	9.30%		\$0.00
X Crack Sealing	237310	43	5	11.63%	\$60,000.00	\$6,976.74
Building Demolition	238910	268	0	0.00%		\$0.00
Drainage Subconsultant	237310	43	5	11.63%		\$0.00
Electrical Contractors (Electrical Installation)	238210	295	0	0.00%		\$0.00
HazMat Inspection/Remediation	541620	16	1	6.25%		\$0.00
Hydroseeding/Seeding	561730	388	3	0.77%		\$0.00
Landscaping	561730	388	3	0.77%		\$0.00
Lead Paint Inspection Services	541620	16	1	6.25%		\$0.00
Masonry (Block Retaining Wall)	238140	56	1	1.79%		\$0.00
X Pavement and Pavement Markings (Painting) Subconsultant	237310	43	6	13.95%	\$30,000.00	\$4,186.05
Remediation (UST Removal) Subconsultant	562910	4	0	0.00%		\$0.00
Sedimentation and Erosion Control (Landscaping)	561730	388	3	0.77%		\$0.00
Site Preparation (Land/Tree Clearing)	238910	268	0	0.00%		\$0.00
Specialty Contractor (Fence and Gate)	238990	105	4	3.81%		\$0.00
Specialty Contractor (Install Aboveground Fueling System)	238990	105	4	3.81%		\$0.00
Specialty Contractor (Irrigation)	561730	388	3	0.77%		\$0.00
Specialty Contractor (Underground Storage Tank Removal)	238990	105	4	3.81%		\$0.00
Rare Species Habitat Replication	541620	16	1	6.25%		\$0.00
Trucking (hauling of bulk materials, gravel, sand etc.)	484220	209	1	0.48%		\$0.00
Unclassified Excavation	238910	268	0	0.00%		\$0.00
Construction Material Providers:						
* Asphalt	324121	5	0	0.00%		\$0.00
* Concrete	327320	7	0	0.00%		\$0.00
* Electrical supplies	423610	14	0	0.00%		\$0.00
* Geotechnical Fabrics	313230	1	0	0.00%		\$0.00
5% Contingency	NA	NA	NA	0.0%		\$0.00
Subtotal					\$90,000.00	\$11,162.79
% DBE Participation						12.4%

Non - Contributive Expenses						
X Sponsor Admin Fee	N/A	N/A	N/A	0%	\$4,000.00	\$0.00
Acquisition of Parcel	N/A	N/A	N/A	0%		\$0.00
Subtotal					\$4,000.00	\$0.00
% DBE Participation						0.0%

Overall Total	\$160,000.00	\$12,962.79
% Overall DBE Participation		8.10%

STEP 2: Goal Adjustment

% Goal Adjustment 0%

FINAL PROJECT DBE PARTICIPATION GOAL 8.10%