

ATTACHMENT 5

Section 26.45: Overall DBE Three-Year Goal Methodology

City of Glencoe would like to update their DBE Goal Report due to the increase of probable project costs for the 2025 fiscal year. All adjustments made to this Goal Report are in red text; black text indicates the portion of the report that was already approved and remains unchanged.

Name of Recipient: The City of Glencoe

Goal Period: FY 2023-2024-2025 – October 1, 2022 through September 30, 2025

DOT-assisted contract amount:	FY-2023	\$ 1,028,045.
	FY-2024	\$ 1,755,000.
	FY-2025	\$ 512,041.
	Total	\$ 3,295,086.

Overall Three-Year Goal: 6.5%, to be accomplished through 6.5% RC and 0.0% RN

Total dollar amount to be expended on DBE's: \$214,495

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

Projects Fiscal Year #1

1. Terminal Building
2. Hangar Pavement Area Drain tile

Projects Fiscal Year #2

1. Crack Seal
2. T-Hangar Building Design
3. T-Hangar Building Construction

Projects Fiscal Year #3

1. Airfield & Hangar Pavement Maintenance – Design & Construction
2. A/D Building Fence – Design & Construction
3. Taxi lane Design & Extension – Design

Market Area: Due to the size of the project, the market area used is the State of Minnesota.

Step 1. 26.45(c) Actual relative availability of DBE's

Method: Use DBE Directory - <http://mnucp.metc.state.mn.us/Default.aspx>

and Census Bureau Data - [CBP Tables \(census.gov\)](http://census.gov)

The data source or demonstrable evidence used to derive the numerator was:
<http://mnucp.metc.state.mn.us/Default.aspx>

The data source or demonstrable evidence used to derive the denominator was:
[CBP Tables \(census.gov\)](http://census.gov)

An examination of the anticipated projects for each fiscal year, the availability of the DBE firms by trade classification and the volume of work performed by DBE firms over previous years.

Fiscal Year #1

For FY-2023, we anticipate the award of the following:

A	B	C	D	E	F	G	H	I
Project Name	Trade Description	NAICS Description	NAICS	Trade (\$)	Census	Directory	DBE (%) (= G/F)	DBE (\$) (= E x H)
Hangar Area Pave.	Hwy. & Street Constr.	Hwy. & Street Constr.	237310	\$126,545.	911	77	8.5%	\$10,756.
Terminal Building	Commercial Building	Comm. & Inst. Bldg.	236220	\$901,500.	706	45	6.4%	\$57,696.
Total FY-2023				\$1,028,045.				\$68,452.

Fiscal Year #2

For FY-2024, we anticipate the award of the following:

A	B	C	D	E	F	G	H	I
Project Name	Trade Description	NAICS Description	NAICS	Trade (\$)	Census	Directory	DBE (%) (= G/F)	DBE (\$) (= E x H)
Crack Seal*				\$54,000.				\$0.
T-Hangar Building - Design	Engineering Services	Engineering Services	541330	\$81,000.	917	44	4.8%	\$3,888.
T-Hangar Building	Comm. & Inst. Bldg.	Comm. & Inst. Bldg.	236220	\$1,620,000.	706	45	6.4%	\$103,680.
Total FY-2024				\$1,755,000.				\$107,568.

* There are no DBE's that perform this type of work.

Fiscal Year #3

For FY-2025, we anticipate the award of the following:

A	B	C	D	E	F	G	H	I
Project Name	Trade Description	NAICS Description	NAICS	Trade (\$)	Census	Directory	DBE (%) (= G/F)	DBE (\$) (= E x H)
Airfield & Hangar Pavement Maintenance - Design	Engineering Services	Engineering Services	541330	\$24,256	917	44	4.8%	\$1165
Airfield & Hangar Pavement Maintenance - Construction	Hwy. & Street Constr.	Hwy. & Street Constr.	237310	\$371,686	911	77	8.5%	\$31,593
A/D Building Fence - Design	Engineering Services	Engineering Services	541330	\$7,700	917	44	4.8%	\$370
A/D Building Fence - Construction	Comm. & Inst. Bldg.	Comm. & Inst. Bldg.	236220	\$9,000	706	45	6.4%	\$576
Taxilane Design & Extension - Design	Engineering Services	Engineering Services	541330	\$99,400	917	44	4.8%	\$4,771
Total FY-2025				\$512,041			7.5%	\$38,475

The proposed Overall DBE Goals are as follows:

- Fiscal Year #1 – 6.7% (\$68,452 / \$1,028,045)
- Fiscal Year #2 – 6.1% (\$107,568 / \$1,755,000)
- Fiscal Year #3 – 7.5% (\$38,475 / \$512,041)

The base goal projection after weighting is as follows:

- Total Weighted DBE Availability: \$214,495
- Total for All Trades: \$3,295,086

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: 6.5%

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

After calculating a base figure of the relative availability of DBEs, evidence was examined to determine what adjustment (if any) was needed to the base figure in order to arrive at the overall goal.

Past History Participation

Our proposed overall three-year goal of 6.5% is based on total DBE dollars divided by total Federal dollars.

The history of accomplishments at the airport has not included projects of this type, therefore, the City is adopting its Step 1 base figure as its overall goal for this three-year goal period.

Furthermore, there are no applicable disparity studies, recent legal case information from the relevant jurisdictions, or evidence from related fields, that indicates evidence of barriers to entry or competitiveness of DBEs in the market area that is sufficient to warrant making any further adjustment.

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

26.51(b) (1-9)

The recipient will meet the maximum feasible portion of its overall goal by using RN means of facilitating DBE participation.

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. Informing any interested parties that MnDOT has information and communications programs on contracting procedures and specific contract opportunities;
3. Ensuring distribution of DBE directory, through print and electronic means, to the widest feasible universe of potential prime contractors.

The recipient estimates that in meeting its overall goal 6.5%, it will obtain 0.0% from RN participation and 6.2% through RC measures.

This breakout is based on:

- The City does not have a history of over-achievement of goals and expects to obtain its DBE participation through the use of DBE contract goals or a conscious effort to obtain DBE participation. Therefore, we are applying the entire goal of 6.5% to race-conscious participation.

The City will adjust the estimated breakout of RN and RC DBE participation as needed to reflect actual DBE participation (see Section 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

Consultation: Section 26.45(g)(1).

In establishing the overall goal, the City will provide for consultation and publication. This includes 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 City's efforts to establish a level playing field for the participation of DBEs. The consultation will include a scheduled, direct, interactive exchange (e.g., a face-to-face meeting, video conference, teleconference) with as many interested stakeholders as possible focused on obtaining information relevant to the City's goal setting process, and it will occur before we are required to submit our goal methodology to the operating administration for review pursuant to paragraph (f) of this section. We will document in our goal submission the consultation process that we engaged in. Notwithstanding paragraph (f)(4) of this section, we will not implement our proposed goal until we have complied with this requirement.

The City submits its overall DBE three-year goal to DOT on August 1 as required by the set schedule.

Before establishing the overall goal, the City will consult with the Glencoe Chamber of Commerce to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and the City's efforts to establish a level playing field for the participation of DBEs.

Following the consultation, we will publish a notice in the McLeod County Chronicle of the proposed overall goal, informing the public that the proposed goal and its rationale are available for inspection during normal business hours at City Hall building for 30 days following the date of the notice, and informing the public that the City and DOT will accept comments on the goals for 45 days from the date of the notice

Our overall goal submission to DOT will include a summary of information and comments received during this public participation process and our responses, if any.

No comments have been received.

Contract Goals

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

The City 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 DBE's to perform the particular type of work).

We will express our contract goals as a percentage of the Federal share of a DOT-assisted contract.