

Cattaraugus County-Olean Airport - Small Business Strategies

For confirmation purposes Olean Airport / Cattaraugus County will be utilizing the definition of a small business as outlined by the regulations: A company and/or firm whose annual revenue does not exceed the cap on average annual gross receipts specified in §26.25(b) (30.47M) and PNW (2.047M) is consistent with 49 CFR Part 26 thresholds.

Olean Airport / Cattaraugus County will also implement the following strategy to encourage participation:

1. **Subcontracting Opportunities:** For prime contracts without DBE goals, the sponsor will require prime contractors to provide subcontracting opportunities of a reasonable size to facilitate small business participation, rather than self-performing all work where subcontracting is feasible. Prime contractors must submit a Small Business Utilization Plan at the time of bid or proposal identifying anticipated subcontracting opportunities. The sponsor will monitor compliance with the submitted plan as part of its Small Business Element oversight.
2. **Elimination of Participation Barriers through Vendor Notification and Outreach:** The sponsor will require bidders to take proactive steps to identify and remove barriers that may limit small business participation. Bidders are required to facilitate communication and collaboration between prime contractors and subcontractors, including DBEs and small businesses, through outreach and informational efforts. Vendors and contractors shall be notified of Small Business Element provisions through written materials, advertisements, workshops, informational meetings, and/or one-on-one assistance, as appropriate. The sponsor will maintain documentation of outreach efforts, including sign-in sheets, copies of advertisements, email communications, and related records, to monitor and demonstrate compliance with this strategy.
3. **Promotion of Small Business Inclusion:** Clearly communicate in solicitation documents and outreach efforts the Sponsor's strong desire for small business participation in all federally funded contracts. Prime contractors will be encouraged to make voluntary good – faith efforts to include small businesses in their proposals. The sponsor will maintain documentation of all solicitation and outreach efforts to monitor and demonstrate compliance with this strategy.

Small Business Participation

The Sponsor encourages meaningful participation by small businesses in the performance of this federally funded contract. Prime contractors are encouraged to make voluntary, good-faith efforts to include qualified small businesses where feasible.

Small Business participation provisions will be communicated through solicitation documents and written materials. Participation will be monitored in accordance with the Sponsor's Small Business Element and applicable federal requirements.