

DEPARTMENT OF TRANSPORTATION
DBE PROGRAM – 49 CFR PART 26
3-Year Goal Computation
FFY 2022/2023/2024



Petaluma Municipal Airport (O69)

Prepared for
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Petaluma, CA

Prepared by
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Preface

City of Petaluma, California is the owner and operator of the Petaluma Municipal Airport (O69). The City controls, operates, and manages all airport operations. It establishes policy to ensure that quality aviation related services are provided to the region. The City has established the following Disadvantaged Business Enterprise (DBE) program for the Petaluma Municipal Airport in accordance with Code of Federal Regulations (CFR) of the U. S. Department of Transportation (DOT), 49 CFR Part 26. All reference to Subparts and Section numbers throughout this DBE policy (i.e. Subpart A, 26.1, 26.3, etc.) are to the 49 CFR Part 26 regulations.

TABLE OF CONTENTS

Attachments

| | | |
|--------------|---|-----|
| Attachment 5 | FFY 2022/2023/2024 Goal Methodology | 1-7 |
|--------------|---|-----|

ATTACHMENT 5

Section 26.45: FFY 2021 DBE Goal Methodology

Name of Recipient: City of Petaluma is the Owner of Petaluma Municipal Airport (O69).

Goal Period: October 1, 2021 through September 30, 2024

| | | |
|--|------------------|-------------------|
| DOT-Assisted Airport Contract Amount: | FY-2022-1 | \$ 1,649,700 |
| | FY-2023-1 | \$ 124,200* |
| | FY-2023-2 | \$ 101,700* |
| | <u>FY-2024-1</u> | <u>\$ 40,500*</u> |

Total **\$ 1,649,700****

** Not a qualifying project*

*** Total of qualifying projects*

FFY 2022/2023/2024 Goal: 4.93%, to be accomplished through 0.00% RC and 4.93% RN

Total dollar amount to be expended on DBE's: \$ 81,330

The Number and Types of Contracts with federal funding participation the Petaluma Municipal Airport anticipates awarding is as follows:

Federal Contracts Fiscal Year 2022

1. Based Aircraft Apron Rehabilitation (Estimated Federal Share \$1,649,700)

Federal Contracts Fiscal Year 2023

1. Taxiway A Rehabilitation (Estimated Federal Share \$124,200)
2. South Taxilane B Reconstruction (Estimated Federal Share \$101,700)

Federal Contracts Fiscal Year 2024

1. Airport Pavement Management System Update (Estimated Federal Share \$40,500)

Note: Projects listed in ACIP for 2023 and 2024 do not meet threshold requirements of more than \$250,000 thus are not included in goal computation.

Market Area: The Petaluma Municipal Airport is located in Petaluma, CA. The City of Petaluma (population 59,776 2020 Census) is located in SW California in Sonoma County. The population of Sonoma County was 485,722 (2021 census). The racial makeup of Petaluma was 46,566 (80.4%) White, 801 (1.4%) African American, 353 (0.6%) Native American, 2,607 (4.5%) Asian (1.3% Chinese, 0.9% Filipino, 0.8% Asian Indian, 0.4% Japanese, 0.3% Vietnamese, 0.2% Korean, 0.1% Pakistani, 0.1% Laotian, 0.1% Thai), 129 (0.2%), Pacific Islander, 5,103 (8.8%) from other races, and 2,382 (4.1%) from two or more races. Hispanic or Latino of any race were 12,453 persons (21.5%). The Latino ethnic groups are Mexicans (16.2%), Salvadorans (1.2%), Guatemalans (0.6%), Nicaraguans (0.3%), Peruvians (0.3%), and Puerto Ricans (0.3%). The same survey estimated that 23.2% of the population was under 18 years old and 13.1% was over 65 years old. Two of the largest employers in the area include Petaluma Poultry Processors, Lagunitas Brewing, and the Petaluma School District. The City and City are located in Caltrans District 4 which is comprised

of the following counties: Alameda, Contra Costa, Francisco, Marin, Napa, San Mateo, Santa Clara, Santa Cruz, Solano, and Sonoma. The Caltrans districts are partly determined by the reasonable pool of businesses available to provide construction materials and services to the area as well as providing the level of management needed to administer the projects. For this reason, District 4 was chosen as the representative market area based on reasonable proximity to Petaluma Municipal Airport (O69) and ability to perform work at the Airport on the upcoming projects.

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

Step 1 examines the number of actual DBE's compared to number of businesses available to perform the work on the Airport's upcoming projects. This is achieved by identifying the work items using the North American Industry Classification System (NAICS) and relating them to the State of California Caltrans DBE Directory and the U.S. Census Bureau Data.

The work involving the use of federal transportation dollars was examined for potential DBE work items in market area. The following tables identify the work items and associated DBE's and businesses in these counties that could potentially be used for the Airport projects.

FFY 2022 O69 Project 1 – Base Aircraft Apron Rehabilitation

| NAICS | Type of Work | Total DBE's | Total Market Area Businesses | Relative Availability of DBEs |
|--------------|--|--------------------|-------------------------------------|--------------------------------------|
| 212321 | Sand and Gravel | 2 | 25 | 8.00% |
| 237110 | Storm Sewer Line Construction | 2 | 116 | 1.72% |
| 237310 | Airport Runway Construction | 5 | 74 | 6.76% |
| 237310 | Painted Traffic Striping and Marking | 2 | 66 | 3.03% |
| 238110 | Poured Concrete | 33 | 205 | 16.10% |
| 238910 | Demolition/Excavation/Site Preparation | 9 | 238 | 3.78% |
| 238990 | Construction Site Cleanup | 16 | 389 | 4.11% |
| 423320 | Construction Materials | 16 | 663 | 2.41% |
| 484110 | Trucking | 27 | 302 | 8.94% |
| 541330 | Engineering, SWPPP, and Permitting | 8 | 241 | 3.32% |
| 541370 | Construction Survey | 13 | 183 | 7.10% |
| 541380 | Materials Testing Lab | 1 | 33 | 3.03% |
| 541439 | Business Center (Copies) | 2 | 408 | 0.49% |
| 541620 | Environmental Services | 29 | 227 | 12.78% |
| 561730 | Landscaping/Erosion Control | 11 | 594 | 1.85% |
| 561990 | Traffic Control | 19 | 189 | 10.05% |
| Total | | 195 | 3953 | 4.93% |

FY 2023 O69 Project 1 – Taxiway A Rehabilitation

| | | | | |
|--|--------------------------|--|--|--|
| | NOT A QUALIFYING PROJECT | | | |
| | | | | |
| | | | | |

FY 2023 O69 Project 2 – South Taxilane B Reconstruction

| | | | | |
|--|--------------------------|--|--|--|
| | | | | |
| | NOT A QUALIFYING PROJECT | | | |
| | | | | |
| | | | | |

FY 2024 O69 Project 1 – Airfield Pavement Maintenance System Update

| | | | | |
|--|--------------------------|--|--|--|
| | | | | |
| | NOT A QUALIFYING PROJECT | | | |
| | | | | |
| | | | | |

In order to attain the DBE goal, the percentage should take into account the relative weight of the anticipated projects. The following tables reflect the relative weight of the work items for each anticipated project. Based on the relative weight of projects in previous tables, the following tables establish the relative weight, per project, per federal funding participation:

Relative Weight Computation

| Project Description | Federal Share | Relative Weight ¹ | Relative Availability of DBE (By Project) |
|--|-------------------------|------------------------------|---|
| FY2022 Project 1 – Aircraft Apron Rehab. | \$ 1,649,700 | 100% | 4.93% |
| FY2023 Project 1 – Taxiway A Rehab. | \$ 124,200 ² | 0% | N/A |
| FY2023 Project 2 – Taxilane B Rehab. | \$ 101,700 ² | 0% | N/A |
| FY2024 Project 1 – APMS Update | \$ 40,500 ² | 0% | N/A |
| SUM TOTALS | \$ 1,649,700 | 100% | |

Note: ¹ Expressed as a percentage of total participation FFY 2022/2023/2024

² Not a qualifying project.

3 Year Weighted Average

| Project Description | Relative Availability of DBE | Relative Weight ¹ | Weighted Average |
|--|------------------------------|------------------------------|------------------|
| FY2022 Project 1 – Aircraft Apron Rehab. | 4.98% | 100% | 4.93% |
| FY2023 Project 1 – Taxiway A Rehab. | N/A | 0% | N/A |
| FY2023 Project 2 – Taxilane B Rehab. | N/A | 0% | N/A |
| FY2024 Project 1 – APMS Update | N/A | 0% | N/A |
| SUM TOTALS | | 100% | 4.93% |

Note: ¹ Expressed as a percentage of total participation

The overall base figure is therefore established at 4.93%. Further analysis was done to see if any other adjustment to the base figure percentage of 4.93% is warranted.

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

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

Past History Participation

There is not enough historical data on DBE participation available to reference to make an adjustment to the Step 1 base figure; therefore, Petaluma Municipal Airport is adopting the Step 1 base figure as the overall goal for this three-year goal period.

Disparity Studies

Statewide Transportation Disparity Study, for California Department of Transportation (Caltrans), Final Report dated March 2018, was reviewed for this DBE Program. In summary, the report noted an apparent underutilization among some groups (African American, Native American, and white women owned) which were found to be substantially below parity. The groups listed in the report include African American, Native American, Asian American, Hispanic American, and white women owned businesses were significantly underutilized in construction subcontracting. The only category not significantly underutilized was Asian American companies. In the most recent time period, there were substantial disparities in the utilization of Hispanic American-owned professional services firms. Since the nature of airport work, particularly airport buildings, is somewhat specialized opposed to FHWA work this information was used to compare the reasonableness of our goal and since the goal at 4.93% appears to be compare within reason therefore, further no adjustment will be made.

There is no disparity study specifically tailored to Petaluma Municipal Airport, therefore there is no basis to make an adjustment due to disparity therefore the information provided in the 2018 report was used to compare the reasonableness of the calculated goal. Provided the nature of airport related work the goal was found to be reasonable.

Adjustment summary

Therefore, the total adjusted overall goal for the Petaluma Municipal Airport for FFY 2022/2023/2024 period is 4.93%.

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

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

In order to meet DBE participation goals on its DOT/FAA-assisted airport projects the following RN methods will be used:

- (1) Arranging solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitate participation by DBEs and other small businesses and by making contracts more accessible to small businesses, by means such as those provided under 49 CFR Part 26 Paragraph 26.39.
- (2) Providing technical assistance and other services.

- (3) Carrying out information and communications programs on contracting procedures and specific contract opportunities (e.g., requesting the inclusion of DBEs, and other small businesses, on recipient mailing lists for bidders; ensuring the dissemination to bidders on prime contracts of lists of potential subcontractors.
- (4) Provide information on the City website with contact information for the DBE directory.
- (5) When requested, conduct debriefing sessions to explain why certain bids were unsuccessful.

City of Petaluma estimates that in meeting its overall goal for the Petaluma Municipal Airport, it will obtain 4.93% from RN participation and 0.00% through RC measures.

City of Petaluma 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, City of Petaluma provided for consultation and publication. Public Notice was issued for the Consultation Meeting and the meeting was conducted on August 31, 2022. The meeting was open to all interested organizations which were expected to have information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and City of Petaluma efforts to establish a level playing field for the participation of DBEs. The Consultation Meeting was conducted and included a scheduled opportunity for direct, interactive exchange (e.g., a face-to-face meeting, video conference, or teleconference) with as many interested stakeholders as possible focused on obtaining information relevant to the Petaluma Municipal Airport goal setting process. The City will continue consultation and information sharing relevant to the City of Petaluma goal setting process. After consultation, the City submitted our goal methodology to the operating administration for review pursuant to 49 CFR Part 26 paragraph 26.45(f). The program and FY 2022/2023/2023 goal computation was submitted to the operating administration on **TBD** and uploaded to FAA Civil Rights Connect System on **TBD**. As of the date of this report we have not received any comments requesting changes to the program or goal.

Following the Consultation Meeting, the City of Petaluma published a notice in the City Website (<http://www.cityofpetaluma.org>) and in the **local advertising** of the proposed overall goal, informing the public that the proposed goal and its rationale were available for inspection during normal business hours at the City of Petaluma Government Center 11 English Street Petaluma, CA 94952 for 30 days following the date of the notice, and informed the public that City of Petaluma and FAA would accept comments on the goals for 30 days from the date of the notice.

Public Notice was issued on **TBD** that the DBE Program and FY 2022/2023/2024 goal computation were available for review and comment. No comments were received therefore City of Petaluma has fully implemented the three-year goal.

The City of Petaluma has uploaded the Disadvantaged Business Enterprise Program for federal fiscal years 2022/2023/2024 to the FAA Civil Rights Connect System which concludes the planning process.

EXAMPLE PUBLIC NOTICE

The City of Petaluma hereby announces a Disadvantaged Business Enterprise (DBE) goal of **4.93%** for FFY 2022/2023/2024 airport construction contracts. The proposed goals and rationale are available for inspection online at <https://cityofpetaluma.org/disadvantaged-business-enterprise/> or in-person between 10:00 a.m. and 2:00 p.m., Tuesdays and Thursdays at the City Clerk's Office, 11 English Street Petaluma, CA 94952 for 30 days from the date of this publication.

Comments on the DBE goal will be accepted for 30 days from the date of this publication and can be sent to the following:

Capital Improvement Program Manager
202 N McDowell Blvd.
Petaluma, CA 94954
Phone: 707-778-4355
email: publicworks@cityofpetaluma.org
[website: https://cityofpetaluma.org/](https://cityofpetaluma.org/)
Hours: 8:00 AM – 5:00 PM
Monday – Thursday

OR

Shaun A. Bouy
M: 267-702-5190
DBE/ACDBE Compliance Specialist – Western Pacific Region
Office of Civil Rights
Federal Aviation Administration
U.S. Department of Transportation
777 S. Aviation Blvd, Suite 150
El Segundo, CA 90245
Shaun.A.Bouy@faa.gov

Contract Goals

The City of Petaluma 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 of Petaluma will establish contract goals only on those FAA/DOT-assisted airport 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 FAA/DOT-assisted airport contract.