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**Airports:** Dunkirk  
Jamestown

**DBE Program Update:** 2017-2019

### **Overall Goal**

#### Anticipated DOT-assisted contracts:

FY-2017	Dunkirk	Rehabilitate Taxiway "B" South (Construction)
FY-2017	Dunkirk	Environmental Assessment for Obstruction Removal
FY-2017	Dunkirk	Airport Pavement Major Crack Repair and Seal Coat (Design/Construct)
FY-2017	Jamestown	Rehabilitate Taxiway "F" and Apron (Construction)
FY-2017	Jamestown	On & Off Airport Obstruction Removal Study
FY-2018	Dunkirk	Runway 15-33 Lighting Improvements (Design/Construct)
FY-2018	Jamestown	Pavement Management Study
FY-2018	Jamestown	Environmental Assessment for Obstruction Removal
FY-2019	Dunkirk	Obstruction Removal (Design/Construct)
FY-2019	Jamestown	Runway 7-25 Rehabilitation (Design)
FY-2019	Jamestown	Rehabilitate Airport Perimeter Fence (Design)
FY-2019	Jamestown	On & Off Airport Obstruction Removal (Design and Construct)

#### Amount of Goal

Chautauqua County's overall goal for fiscal years 2017, 2018, and 2019 is 2.8% of the federal financial assistance we will expend in DOT-assisted contracts.

#### Method

*Market Area* – Counties of Chautauqua, Erie, Cattaraugus and Wyoming

This market area is based upon the fact that the substantial majority of bidders come from this area (100%) and the substantial majority of contracting dollars (100%) have been expended with firms from this area.

#### *Step 1 – Establish Base Figure*

- The total number of DBE firms and total number of firms were determined for nine separate trades within the market area. The NAICS codes and respective firm totals for each trade are shown in Table 1. The total available number of DBE firms was

determined using the New York State Unified Certification Program (NYSUCP) Disadvantaged Business Enterprise (DBE) Directory. The NAICS codes, trade breakdown, and total number of firms were established from available U.S. Census Bureau Data.

- Based on the anticipated DOT-assisted grants, the dollar breakdown for each trade was estimated (See Table 2). Based on this projection, the estimated proportion of the total grant expenditures was calculated for each trade as shown below.

$$\text{Estimated \% of business for each trade} = \frac{(\text{total \$ per each trade})}{(\text{total \$ for all grants})}$$

This calculation is shown in Table 2, and the estimated percent of business for each trade is referenced in Table 1.

- The estimated percent of business for each trade was determined to more accurately correlate the projected grant expenditures within the identified trades versus the available DBE and total firms within each trade. For each trade, the weighted portion of the overall base DBE goal was calculated as follows:

$$\text{Weighted DBE goal} = (\text{estimated \% of business}) * \frac{(\text{total \# of DBE firms})}{(\text{total \# of firms})}$$

The weighted portion of the overall goal was calculated for each trade, and then totaled to establish the base DBE goal. The base figure DBE goal is 2.6%. This calculation is summarized in Table 1.

### *Step 2 – Adjustments to Base Figure*

Using the same methodology from Step 1, the DBE percentage for each anticipated DOT-assisted grant was calculated (See the bottom of Table 2). The DBE percentage for each grant was then compared to previously reported DBE goal accomplishments for grants awarded.

We are making no adjustment to the base figure based on past participation for the following reasons:

- Rehabilitate Taxiway “B” South (Construction) - We only have past participation data from one contract of a similar nature in recent years. A similar contract was awarded in FY 2016; however, it is not complete.
- Environmental Assessment for Obstruction Removal - We have not awarded contracts of a similar nature in recent years.
- Airport Pavement Major Crack Repair and Seal Coat (Design/Construct) - We only have past participation data from one contract of a similar nature in recent years. A similar contract was awarded in FY 2016; however, it is not complete.

- Rehabilitate Taxiway “F” and Apron (Construction) - We only have past participation data from one contract of a similar nature in recent years. A similar contract was awarded in FY 2016; however, it is not complete.
- On & Off Airport Obstruction Removal Study - A similar contract was awarded in FY 2014; however, it is not complete.
- Runway 15-33 Lighting Improvements (Design/Construct) - We have not awarded contracts of a similar nature in recent years.
- Pavement Management Study- We have not awarded contracts of a similar nature in recent years.
- Environmental Assessment for Obstruction Removal- We have not awarded contracts of a similar nature in recent years.
- Obstruction Removal (Design/Construct) - We have not awarded contracts of a similar nature in recent years.
- Runway 7-25 Rehabilitation (Design) – Contracts of a similar nature were awarded in FY 2016; however, they are not complete.
- Rehabilitate Airport Perimeter Fence (Design) - We have not awarded contracts of a similar nature in recent years.
- On & Off Airport Obstruction Removal (Design and Construct) - We have not awarded contracts of a similar nature in recent years.

We consulted with the following groups/organizations to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses and the effects of discrimination on opportunities for DBEs:

1. NYSUCP DBE Directory
2. U.S. Census Bureau
3. NYSDOT Office of Civil Rights, DBE Supportive Services
4. Small Business Administration, Buffalo District Office
5. Buffalo Niagara Partnership, Inc.
6. Chautauqua County Chamber of Commerce
7. Wyoming County Chamber of Commerce
8. Empire State Association of Minority Contractors
9. NYS Small Business Development Center
10. NAACP New York State Conference
11. National Council of La Raza
12. NOW – New York State

The consultation process was executed by teleconference on February 01, 2017 at 10:00AM. The stakeholders were informed by an Outlook email invitation and a Star Leaf Breeze teleconference invitation on January 20, 2017. We asked the stakeholders to further distribute both teleconference notifications to any other potentially interested parties.

We did not receive any responses that affect the calculation of our overall goal.

We are not aware of any evidence of barriers in fields related to contracting which have affected opportunities for DBEs to form, grow or compete.

Weighted contract dollar value by year did factor in a slight increase to the Table 1 base figure of 2.6%.

Accordingly, based on the above analysis, we are making an adjustment to the base figure of 2.6 % found in Table 1 to 2.8% in Table 2, which we are adopting as our overall goal for fiscal years 2017, 2018 and 2019.

**DISADVANTAGED BUSINESS ENTERPRISE PROGRAM**

**AIRPORT:** Chautauqua County/Dunkirk  
 Chautauqua County/Jamestown  
**FEDERAL FISCAL YEAR:** FY2017 through FY2019

**TABLE 1**

2002 NAICS Code	Trade	Airport Market Estimated % of Business	Wyoming County		Chautauqua County		Erie County		Cattaraugus County		Total No. of DBE Firms	Total No. of Firms	Weighted DBE Goal (see Note 1)		
			No. of DBE Firms	Total No. of Firms	No. of DBE Firms	Total No. of Firms	No. of DBE Firms	Total No. of Firms	No. of DBE Firms	Total No. of Firms					
236	Construction of Buildings	0.0%	0	40	1	83	9	607	0	52	10	782	0.0%		
237	Heavy and Civil Engineering Const.	23.8%	0	3	0	8	3	95	0	13	3	119	0.6%		
238	Specialty Trade Contractors (Others)	8.6%	0	36	1	121	15	988	0	56	16	1,201	0.1%		
23811	Concrete Contractors	0.0%	0	2	0	7	7	70	0	2	7	81	0.0%		
23821	Electrical Contractors	8.7%	0	3	0	22	2	151	0	11	2	187	0.1%		
23891	Site Preparation Contractors	26.3%	0	17	0	17	1	86	0	10	1	130	0.2%		
441	Motor Vehicle and Parts Dealers	0.0%	0	22	0	74	0	335	0	38	0	469	0.0%		
484	Truck Transportation	2.9%	1	23	3	45	6	257	0	24	10	349	0.1%		
5413	Arch., Eng., and Related Services	29.7%	1	13	0	19	14	261	0	6	15	299	1.5%		
<b>Total =</b>												<b>100%</b>	<b>64</b>	<b>3,617</b>	<b>2.6%</b>

Total Goal (Base Figure) =

Note 1: Weighted DBE Goal = (Estimated % of Business) \* (Total No. of DBE Firms in Market Area) / (Total No. of Firms in Market Area)

**TABLE 2**

Trade	Assumed FY2017 to FY2019 AIP Grants (with estimated dollar breakdown by trade)												Estimated % of Business	
	2017				2018				2019					Total
	Rehabilitate Taxiway "B" (Const.)	EA for Obstruct. Removal	Pavement Rehab. (Design/Construct)	Rehab. T/W "F" Apron (Construct)	Obstruction Study	R/W 15-33 Lighting (Design/Construct)	Pavement Manage. System	EA for Obstruct. Removal	Obstruct Removal (Design/Construct)	RAW 7-25 Rehab. (Design)	Rehab. Fence (Design)	Obstruct Removal (Design/Construct)		
Construction of Buildings													\$0	0.0%
Heavy and Civil Engineering Const.	\$634,511			\$800,000									\$1,434,511	23.8%
Specialty Trade Contractors (Others)	\$50,000		\$320,000	\$50,000									\$520,000	8.6%
Concrete Contractors	\$150,000			\$100,000		\$278,000							\$528,000	8.7%
Site Preparation Contractors									\$140,000				\$1,450,000	26.3%
Motor Vehicle and Parts Dealers	\$75,000			\$50,000									\$125,000	0.0%
Truck Transportation	\$10,000		\$40,000	\$13,000	\$200,000	\$40,000	\$200,000	\$250,000	\$30,000	\$531,000	\$197,000	\$200,000	\$1,792,300	2.9%
Arch., Eng., and Related Services	\$919,511	\$81,300	\$360,000	\$1,013,000	\$200,000	\$318,000	\$200,000	\$250,000	\$170,000	\$531,000	\$531,000	\$1,800,000	\$6,039,811	100.0%
<b>Total =</b>														
DBE % by AIP Grant	2.3%	5.0%	1.7%	2.4%	5.0%	1.6%	5.0%	5.0%	1.5%	5.0%	5.0%	5.0%	1.3%	1.3%
Adjusted DBE % Based on Past Work (See Note 2)	2.3%	5.0%	1.7%	2.4%	5.0%	1.6%	5.0%	5.0%	1.5%	5.0%	5.0%	5.0%	1.3%	1.3%
<b>Average Annual Goal =</b>	<b>2.5%</b>											<b>3.6%</b>	<b>2.3%</b>	<b>2.8%</b>

Note 2: There is no relevant data available to warrant an adjustment to the DBE % for the anticipated grants.

## **Breakout of Estimated Race-Neutral and Race-Conscious Participation**

Chautauqua County will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. We may use the following race-neutral means to increase DBE participation:

1. Arranging solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitate DBE, and other small businesses, participation (e.g., unbundling large contracts to make them more accessible to small businesses, requiring or encouraging prime contractors to subcontract portions of work that they might otherwise perform with their own forces);
2. Providing assistance in overcoming limitations such as inability to obtain bonding or financing (e.g. by such means as simplifying the bonding process, reducing bonding requirements, eliminating the impact of surety costs from bids, and providing services to help DBEs, and other small businesses, obtain bonding and financing);
3. Providing technical assistance and other services;
4. Carrying out information and communications programs on contracting procedures and specific contract opportunities (e.g. ensuring 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; provision of information in languages other than English, where appropriate);
5. Implementing a supportive services program to develop and improve immediate and long-term business management, record keeping, and financial and accounting capability for DBEs and other small businesses;
6. 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;
7. Establishing a program to assist new, start-up firms, particularly in fields in which DBE participation has historically been low;
8. Ensuring distribution of our DBE directory, through print and electronic means, to the widest feasible universe of potential prime contractors; and
9. Assisting DBE's and other small businesses, to develop their capability to utilize emerging technology and conduct business through electronic media.

We estimate that, in meeting our overall goal of 2.8%, we will obtain 0 % from race-neutral participation and 2.8% through race-conscious measures.

The following is a summary of the basis of our estimated breakout of race-neutral and race-conscious DBE participation:

We have not exceeded our overall goals or awarded prime contracts to DBEs in recent years. We have no past participation by DBE subcontractors on contracts without goals. In addition, the airport does not administer a local (non-federal) DBE program.

Accordingly, we are estimating that, in meeting our overall goal of 2.8%, we will obtain 0 % from race-neutral participation and 2.8% through race-conscious measures.

We will adjust the estimated breakout of race-neutral and race-conscious participation as needed to reflect actual DBE participation and we will 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 a DBE obtains 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.