FY 2025 – FY 2027

**Disadvantaged Business Enterprise Program Methodology**

**for**



ROANOKE-BLACKSBURG REGIONAL AIRPORT

ROANOKE, VIRGINIA

**Roanoke, VA**

**October 2024**

**METHODOLOGY for Establishing the FY 2025 – FY 2027 Overall Disadvantaged Business Enterprise (DBE) Goal for:**

*Roanoke-Blacksburg Regional Airport*

*Roanoke VA*

In fulfillment of the requirements of 49 CFR Part 26, the Roanoke-Blacksburg Regional Airport

(hereafter ‘the Airport’) has developed a proposed Overall Goal for FY 2025-2027 FAA-AIP projects for the Airport. The methodology used in establishing this goal is described herein.

Airport Sponsor: **Roanoke Regional Airport Commission**

Airport: **Roanoke-Blacksburg Regional Airport**

**DBELO: David Jeavons, CPA**

Roanoke Regional Airport Commission

Roanoke-Blacksburg Regional Airport

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1. **Detailed Methodology: Specific Steps**
	1. **Amount of Goal**

The Airport’s FY 2025-2027 overall goal for the Federal financial assistance it will expend in USDOT-assisted contracts is the following:

|  |  |
| --- | --- |
| Overall Goal:  | **4.6%** |
| Race-Neutral:  | **0.0%** |
| Race-Conscious:  | **4.6%** |

Given the amount of USDOT-assisted contracts that the Airport expects to let from FY 2025-2027, which is approximately **$117,090,000** this means that the Airport has set a goal of expending approximately **$5,331,555** with DBEs during this period.

* 1. **Determination of the Market Area of the study**

The normal market area was based on discussions with the Airport staff and an assessment of bidders from similar recent projects. Specifically, the market area is based on where the substantial majority of bidders, both successful and unsuccessful are located and where the substantial majority of funding was spent as illustrated in **Table 1** below:

**Table 1: Roanoke-Blacksburg Regional Airport**

**Market Area**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **County** | **Bidders**  | **Percent of bidders** | **Dollars** | **Percent of dollars** |
| Buchanan | 2 | 28.6% | $4,038,470 | 39.3% |
| Roanoke | 4 | 57.1% | $6,246,820 | 60.7% |
| **Market Area** | **6** | **85.7%** | **$10,285,290** | **100.0%** |
| Other | 1 | 14.3% | $0 | 0.0% |
| **Total** | **7** | **100.0%** | **$10,285,290** | **100.0%** |

 SOURCE: Roanoke-Blacksburg Regional Airport

* 1. **Determination of relevant NAICS codes**

Based on information provided by the Airport concerning the proposed projects for this fiscal year, a list of NAICS codes corresponding to these projects was developed and is shown below:

**Table 2a: Roanoke-Blacksburg Regional Airport**

**FY 2025 Projects & Activities**

|  |  |  |
| --- | --- | --- |
| **PROJECT** | **ACTIVITY** | **NAICS**  |
| Rehabilitation Taxiway B (B1-B5) & Hold Apron Construction | Highway & Street | 237310 |
| Site Prep | 238910 |
| Geotechnical Testing | 541380 |
| Environmental | 541620 |
| Landscaping | 561730 |
| Runway 6/24 Rehabilitation Design | Engineering | 541330 |
| Land Acquisition | Appraisal | 531320 |
| Legal Services | 541110 |
| Title Abstract & Settlement Offices | 541191 |
| Engineering | 541330 |
| Survey | 541370 |
| Terminal Improvements - Security Checkpoint & EDS Relocation/Baggage Reconfiguration Design | Engineering | 541330 |
| Terminal Improvements Phase 1 - Security Checkpoint (BIL) - Construction | Building Construction | 236220 |
| Concrete | 238110 |
| Masonry Contractors | 238140 |
| Other Foundation, Structure, and Building Exterior Contractors | 238190 |
| Electrical Contractors | 238210 |
| Plumbing, Heating, and Air-Conditioning Contractors | 238220 |
| Drywall and Insulation Contractors | 238310 |

**Table 2b: Roanoke-Blacksburg Regional Airport**

**FY 2026 Projects & Activities**

|  |  |  |
| --- | --- | --- |
| **PROJECT** | **ACTIVITY** | **NAICS**  |
| Runway 6/24 Rehabilitation Phase 1 Construction | Highway & Street | 237310 |
| Site Prep | 238910 |
| Geotechnical Testing | 541380 |
| Environmental | 541620 |
| Landscaping | 561730 |
| Runway 6/24 Extension NEPA | Engineering | 541330 |
| Environmental | 541620 |
| Runway 24 EMAS Design | Engineering | 541330 |
| Terminal Improvements Phase 2 - EDS/ Baggage (BIL) | Building Construction | 236220 |
| Electrical Contractors | 238210 |
| Other Building Equipment Contractors | 238290 |
| Drywall and Insulation Contractors | 238310 |
| Conveyor & Conveying Equipment Manufacturing | 333922 |

**Table 2c: Roanoke-Blacksburg Regional Airport**

**FY 2027 Projects & Activities**

|  |  |  |
| --- | --- | --- |
| **PROJECT** | **ACTIVITY** | **NAICS**  |
| Runway 6/24 Rehabilitation - Phase 2 Construction | Highway & Street | 237310 |
| Site Prep | 238910 |
| Geotechnical Testing | 541380 |
| Environmental | 541620 |
| Landscaping | 561730 |
| Taxiway A Rehabilitation Design | Engineering | 541330 |
| Runway 24 EMAS Construction | Highway & Street | 237310 |
| Electrical Contractors | 238210 |
| Site Prep | 238910 |
| Engineering | 541330 |
| Geotechnical Testing | 541380 |
| Landscaping | 561730 |

SOURCE: Roanoke-Blacksburg Regional Airport

* 1. **Determination of Relative Availability of DBEs in Market Area, Compared to all Firms**

**Table 3a: DBES—Roanoke-Blacksburg Regional Airport by Relevant NAICS Codes**

**Rehabilitation Taxiway B (B1-B5) & Hold Apron Construction**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **NAICS CODES** | **DBE Firms** | **All Firms** | **% of DBE Firms Available** | **NAICS Dollars** | **DBE Dollars** |
| Highway & Street | 237310 | 3 | 18 | 16.7% | $3,208,333 | $534,722 |
| Site Prep | 238910 | 1 | 19 | 5.3% | $940,500 | $49,500 |
| Geotechnical Testing | 541380 | 29 | 149 | 19.5% | $495,000 | $96,342 |
| Environmental | 541620 | 59 | 284 | 20.8% | $256,667 | $53,322 |
| Landscaping | 561730 | 0 | 87 | 0.0% | $49,500 | $0 |
| **Total** | **$4,950,000** | **$733,886** |
| **Weighted Step 1 Goal =** | **14.8%** |

 SOURCES:

1. 2022 County Business Patterns, U.S. Census Bureau.
2. Virginia UCP DBE Directory, September 2024.

**Table 3b: DBES—Roanoke-Blacksburg Regional Airport by Relevant NAICS Codes**

**Runway 6/24 Rehabilitation Design**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **NAICS CODES** | **DBE Firms** | **All Firms** | **% of DBE Firms Available** | **NAICS Dollars** | **DBE Dollars** |
| Engineering | 541330 | 140 | 2281 | 6.1% | $1,800,000 | $110,478 |
| **Total** | **$1,800,000** | **$110,478** |
| **Weighted Step 1 Goal =** | **6.1%** |

 SOURCES:

1. 2022 County Business Patterns, U.S. Census Bureau.
2. Virginia UCP DBE Directory, September 2024.

**Table 3c: DBES—Roanoke-Blacksburg Regional Airport by Relevant NAICS Codes**

**Land Acquisition**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **NAICS CODES** | **DBE Firms** | **All Firms** | **% of DBE Firms Available** | **NAICS Dollars** | **DBE Dollars** |
| Appraisal | 531320 | 4 | 388 | 1.0% | $37,881 | $391 |
| Legal Services | 541110 | 1 | 3,446 | 0.0% | $31,567 | $9 |
| Title Abstract & Settlement | 541191 | 1 | 483 | 0.2% | $14,205 | $29 |
| Engineering | 541330 | 140 | 2,281 | 6.1% | $109,608 | $6,727 |
| Survey | 541370 | 24 | 233 | 10.3% | $22,739 | $2,342 |
| **Total** | **$230,000** | **$12,672** |
| **Weighted Step 1 Goal =** | **5.5%** |

 SOURCES:

1. 2022 County Business Patterns, U.S. Census Bureau.
2. Virginia UCP DBE Directory, September 2024.

**Table 3d: DBES—Roanoke-Blacksburg Regional Airport by Relevant NAICS Codes**

**Terminal Improvements - Security Checkpoint & EDS Relocation/Baggage Reconfiguration Design**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **NAICS CODES** | **DBE Firms** | **All Firms** | **% of DBE Firms Available** | **NAICS Dollars** | **DBE Dollars** |
| Engineering | 541330 | 140 | 2281 | 6.1% | $2,880,000 | $176,765 |
| **Total** | **$2,880,000** | **$176,765** |
| **Weighted Step 1 Goal =** | **6.1%** |

SOURCES:

1. 2022 County Business Patterns, U.S. Census Bureau.

2. Virginia UCP DBE Directory, September 2024.

**Table 3e: DBES—Roanoke-Blacksburg Regional Airport by Relevant NAICS Codes**

**Terminal Improvements Phase 1 - Security Checkpoint (BIL) - Construction**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **NAICS CODES** | **DBE Firms** | **All Firms** | **% of DBE Firms Available** | **NAICS Dollars** | **DBE Dollars** |
| Building Construction | 236220 | 1 | 27 | 3.7% | $8,993,334 | $333,086 |
| Concrete | 238110 | 1 | 10 | 10.0% | $543,010 | $54,301 |
| Masonry Contractors | 238140 | 0 | 14 | 0.0% | $765,150 | $0 |
| Other Foundation, Structure, and Building Exterior Contractors | 238190 | 1 | 5 | 20.0% | $2,594,181 | $518,836 |
| Electrical Contractors | 238210 | 0 | 40 | 0.0% | $4,184,460 | $0 |
| Plumbing, Heating, and Air-Conditioning Contractors | 238220 | 0 | 70 | 0.0% | $3,480,200 | $0 |
| Drywall and Insulation Contractors | 238310 | 0 | 14 | 0.0% | $1,579,665 | $0 |
| **Total** | **$22.140,000** | **$906,224** |
| **Weighted Step 1 Goal =** | **4.1%** |

SOURCES:

1. 2022 County Business Patterns, U.S. Census Bureau.

2. Virginia UCP DBE Directory, September 2024.

**Table 3f: DBES—Roanoke-Blacksburg Regional Airport by Relevant NAICS Codes**

**Runway 6/24 Rehabilitation Phase 1 Construction**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **NAICS CODES** | **DBE Firms** | **All Firms** | **% of DBE Firms Available** | **NAICS Dollars** | **DBE Dollars** |
| Highway & Street | 237310 | 3 | 18 | 16.7% | $6,416,667 | $1,069,445 |
| Site Prep | 238910 | 1 | 19 | 5.3% | $1,881,000 | $99,000 |
| Geotechnical Testing | 541380 | 29 | 149 | 19.5% | $990,000 | $192,685 |
| Environmental | 541620 | 59 | 284 | 20.8% | $513,333 | $106,643 |
| Landscaping | 561730 | 0 | 87 | 0.0% | $99,000 | $0 |
| **Total** | **$9,900,000** | **$1,467,772** |
| **Weighted Step 1 Goal =** | **14.8%** |

SOURCES:

1. 2022 County Business Patterns, U.S. Census Bureau.

2. Virginia UCP DBE Directory, September 2024.

**Table 3g: DBES—Roanoke-Blacksburg Regional Airport by Relevant NAICS Codes**

**Runway 6/24 Extension NEPA**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **NAICS CODES** | **DBE Firms** | **All Firms** | **% of DBE Firms Available** | **NAICS Dollars** | **DBE Dollars** |
| Engineering | 541330 | 140 | 2281 | 6.1% | $1,980,000 | $121,526 |
| Environmental | 541620 | 59 | 284 | 20.8% | $1,980,000 | $411,338 |
| **Total** | **$3,960,000** | **$532,864** |
| **Weighted Step 1 Goal =** | **13.5%** |

SOURCES:

1. 2022 County Business Patterns, U.S. Census Bureau.

2. Virginia UCP DBE Directory, September 2024.

**Table 3h: DBES—Roanoke-Blacksburg Regional Airport by Relevant NAICS Codes**

**Runway 24 EMAS Design**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **NAICS CODES** | **DBE Firms** | **All Firms** | **% of DBE Firms Available** | **NAICS Dollars** | **DBE Dollars** |
| Engineering | 541330 | 140 | 2281 | 6.1% | $1,980,000 | $121,526 |
| **Total** | **$1,980,000** | **$121,526** |
| **Weighted Step 1 Goal =** | **6.1%** |

SOURCES:

1. 2022 County Business Patterns, U.S. Census Bureau.

2. Virginia UCP DBE Directory, September 2024.

**Table 3i: DBES—Roanoke-Blacksburg Regional Airport by Relevant NAICS Codes**

**Terminal Improvements Phase 2 - EDS/ Baggage (BIL)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **NAICS CODES** | **DBE Firms** | **All Firms** | **% of DBE Firms Available** | **NAICS Dollars** | **DBE Dollars** |
| Building Construction | 236220 | 1 | 27 | 3.7% | $3,800,000 | $140,741 |
| Electrical Contractors | 238210 | 0 | 40 | 0.0% | $3,800,000 | $0 |
| Other Building Equipment Contractors | 238290 | 0 | 9 | 0.0% | $3,800,000 | $0 |
| Drywall & Insulation | 238310 | 0 | 14 | 0.0% | $7,600,000 | $0 |
| Conveyor & Conveying Equipment Manufacturers | 333922 | 0 | 0 | 0.0% | $15,200,000 | $0 |
| **Total** | **$34,200,00** |  **$140,741** |
| **Weighted Step 1 Goal =** | **0.4%** |

SOURCES:

1. 2022 County Business Patterns, U.S. Census Bureau.

2. Virginia UCP DBE Directory, September 2024.

**Table 3j: DBES—Roanoke-Blacksburg Regional Airport by Relevant NAICS Codes**

**Runway 6/24 Rehabilitation - Phase 2 Construction**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **NAICS CODES** | **DBE Firms** | **All Firms** | **% of DBE Firms Available** | **NAICS Dollars** | **DBE Dollars** |
| Highway & Street | 237310 | 3 | 18 | 16.7% | $4,083,333 | $680,556 |
| Site Prep | 238910 | 1 | 19 | 5.3% | $1,197,000 | $63,000 |
| Geotechnical Testing | 541380 | 29 | 149 | 19.5% | $630,000 | $122,617 |
| Environmental | 541620 | 59 | 284 | 20.8% | $326,667 | $67,864 |
| Landscaping | 561730 | 0 | 87 | 0.0% | $63,000 | $0 |
| **Total** | **$6,300,000** | **$934,037** |
| **Weighted Step 1 Goal =** | **14.8%** |

SOURCES:

1. 2022 County Business Patterns, U.S. Census Bureau.

2. Virginia UCP DBE Directory, September 2024.

**Table 3k: DBES—Roanoke-Blacksburg Regional Airport by Relevant NAICS Codes**

**Taxiway A Design**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **NAICS CODES** | **DBE Firms** | **All Firms** | **% of DBE Firms Available** | **NAICS Dollars** | **DBE Dollars** |
| Engineering | 541330 | 140 | 2281 | 6.1% | $630,000 | $38,667 |
| **Total** | **$630,000** | **$38,667** |
| **Weighted Step 1 Goal =** | **6.1%** |

SOURCES:

1. 2022 County Business Patterns, U.S. Census Bureau.

2. Virginia UCP DBE Directory, September 2024.

**Table 3l: DBES—Roanoke-Blacksburg Regional Airport by Relevant NAICS Codes**

**Runway 24 EMAS Construction**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **NAICS CODES** | **DBE Firms** | **All Firms** | **% of DBE Firms Available** | **NAICS Dollars** | **DBE Dollars** |
| Highway & Street | 237310 | 3 | 18 | 16.7% | $3,345,715 | $557,619 |
| Electrical Contractors | 238210 | 0 | 40 | 0.0% | $105,715 | $0 |
| Site Prep | 238910 | 1 | 19 | 5.3% | $19,002,040 | $1,000,107 |
| Geotechnical Testing | 541380 | 29 | 149 | 19.5% | $5,065,917 | $310,929 |
| Environmental | 541620 | 59 | 284 | 20.8% | $604,083 | $117,573 |
| Landscaping | 561730 | 0 | 87 | 0.0% | $226,530 | $0 |
| **Total** | **$28,350,000** | **$1,986,228** |
| **Weighted Step 1 Goal =** | **7.0%** |

SOURCES:

1. 2022 County Business Patterns, U.S. Census Bureau.

2. Virginia UCP DBE Directory, September 2024.

**NOTE: The County Business Patterns data were used as the source to determine the denominator, or the number of all firms in the market area. The DBE directories listed above were used to determine the numerator, or the number of DBE firms in the market area.**

* 1. **Determination of the “Weighted” DBE Base Figure**

The Step 1 DBE Base Figure for each project was derived by multiplying the dollars for each activity by the percentage of relevant DBE firms to all relevant firms. The total DBE goal in dollars was divided by the total project costs to derive the step 1 goals.

The Step 1 DBE Base Figures for the Airport are as follows:

|  |  |
| --- | --- |
| Rehabilitation Taxiway B (B1-B5) & Hold Apron Construction | 14.8% |
| Runway 6/24 Rehabilitation Design | 6.1% |
| Land Acquisition | 4.4% |
| Terminal Improvements - Security Checkpoint & EDS Relocation/Baggage Reconfiguration (Design) | 6.1% |
| Terminal Improvements Phase 1 - Security Checkpoint (BIL) - Construction | 4.1% |
| Runway 6/24 Rehabilitation Phase 1 Construction | 14.8% |
| Runway 6/24 Extension NEPA | 13.5% |
| Runway 24 EMAS Design | 6.1% |
| Terminal Improvements Phase 2 - EDS/ Baggage (BIL) | 0.4% |
| Runway 6/24 Rehabilitation - Phase 2 Construction | 14.8% |
| Taxiway A Rehabilitation Design | 6.1% |
| Runway 24 EMAS Construction | 7.0% |

1. **Adjustments to the DBE Base Figure**

After the DBE Base Figure has been developed, the regulations (49 CFR Part 26) require that:

“…additional evidence in the sponsor’s jurisdiction be considered to determine what adjustment, if any, is needed to the base figure in order to arrive at your overall goal” (26:45(d)).

* 1. **Adjustment Factors to Consider**

The regulations further state that there are several types of evidence that must be considered when adjusting the base figure. These include:

*“(i) The current capacity of DBEs to perform work in your USDOT-assisted contracting program, as measured by the volume of work DBEs have performed in recent years.*

The historical overall DBE goals accomplished at the Airport in recent years were examined relative to the above consideration. Notice the annual DBE percent accomplishment indicated in Table 4 below:

**Table 4: Roanoke-Blacksburg Regional Airport**

**DBE Accomplishment**

|  |  |  |  |
| --- | --- | --- | --- |
| **Report Period** | **DBE Goal** | **DBE Percentage Achieved** | **Achieved Over/Under** |
| FY 2017 | 8.4% | 1.1% | -7.3% |
| FY 2018 | 8.4% | 7.3% | -1.1% |
| FY 2020 | 3.3% | 3.0% | -0.3% |
| **MEDIAN** | **8.4%** | **3.0%** | **-1.1%** |

The median DBE accomplishment for the periods as shown above for the Airport is 3.0%. This accomplishment was compared to the step 1 base figures calculated above.

* 1. **Consultations**

The Airport held a consultation meeting on October 23, 2024. The purpose of the meeting was to solicit information from interested stakeholders about the draft goal, as well as the availability of potential DBEs at the Airport, the effects of discrimination on opportunities for DBEs, and the Airport’s effort to increase DBE participation. Consultation information can be found in Appendix B.

* 1. **Adjustment to Step 1 DBE Base Figures: Roanoke-Blacksburg Regional Airport, FY 2025-FY 2027**

With the adjustment factors considered to this point, the Commission will adjust the Step 1 base figures as calculated above by adding the annual accomplishment factor derived in Table 4 above (3.0%) to the base figures, averaging the total for an adjusted DBE goal

**Table 6: Roanoke-Blacksburg Regional Airport**

**FY 2025 – FY 2027 Overall Goal**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Fiscal Year** | **Project** | **Step1** | **Step 2 adjustment** | **Overall Goal** | **Total project costs** | **DBE Goal (dollars)** |
| FY 2025 | Rehabilitation Taxiway B (B1-B5) & Hold Apron Construction | 14.8% | 3.0% | 8.9% | $4,950,000 | $440,550 |
| Runway 6/24 Rehabilitation Design | 6.1% | 3.0% | 4.6% | $1,800,000 | $81,900 |
| Terminal Improvements - Security Checkpoint & EDS Relocation/Baggage Reconfiguration (Design) | 6.1% | 3.0% | 4.6% | $2,880,000 | $131,040 |
| Terminal Improvements Phase 1 - Security Checkpoint (BIL) - Construction | 4.1% | 3.0% | 3.6% | $22,140,000 | $785,970 |
| **FY 2025 Total** | **4.5%** | **$31,770,000** | **$1,439,460** |
|   |
| FY 2026 | Runway 6/24 Rehabilitation Phase 1 Construction | 14.8% | 3.0% | 8.9% | $9,900,000 | $881,100 |
| Runway 6/24 Extension NEPA | 13.8% | 3.0% | 8.4% | $3,960,000 | $332,640 |
| Runway 24 EMAS - Design | 6.1% | 3.0% | 4.6% | $1,980,000 | $90,090 |
| Terminal Improvements Phase 2 - EDS/ Baggage (BIL) | 0.4% | 3.0% | 1.7% | $34,200,000 | $581,400 |
| **FY 2026 Total** | **3.8%** | **$50,040,000** | **$1,885,230** |
|   |
| FY 2027  | Runway 6/24 Rehabilitation - Phase 2 Construction | 14.8% | 3.0% | 8.9% | $6,300,000 | $560,700 |
| Taxiway A Rehabilitation Design  | 6.1% | 3.0% | 4.6% | $630,000 | $28,665 |
| Runway 24 EMAS - Construction | 7.0% | 3.0% | 5.0% | $28,350,000 | $1,417,500 |
| **FY 2027 Total** | **5.7%** | **$35,280,000** | **$2,006,865** |
|   |
| **FY 2025 - FY 2027 Overall Goal** | **4.6%** | **$117,090,000** | **$5,331,555** |

The total DBE goal in dollars was divided by the total project costs to derive the overall DBE goal of 4.6% for FY 2025-FY 2027.

1. **Process**

The Airport will normally submit its overall goal to the FAA on August 1 of each goal year.

Before establishing the overall goal this year, the Airport consulted with minority, women's and general contractor groups, community organizations, and other officials or organizations to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and the Airport’s efforts to establish a level playing field for the participation of DBEs.

Following this consultation, the Airport published a notice of the proposed overall goal, informing the public that the proposed goal and its rationale were available for review and comment during normal business hours at the Airport’s administrative office for 30 days following the date of the notice. The notice included addresses (including offices) to which comments could be sent and addresses where the proposal could be reviewed. This process was used to establish the goals for FY 2025 to FY 2027.

The Airport’s overall goal submission to the FAA will include a summary of information and comments received during this public participation process and our responses.

The Airport will begin using the overall goal on October 1 of each goal year, unless the Airport has received other instructions from DOT/FAA (or, if the goal is established on a project basis) by the time of the first solicitation for a DOT/FAA-assisted contract for the projects.

1. **Breakout of Estimated Race-Conscious/Race-Neutral Participation**

The Airport will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. The Airport will use a combination of 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, encouraging prime contractors to subcontract portions of work that they might otherwise perform with their own forces);*
2. *Disseminating information communications 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).*

The Airport proposes a race-conscious goal of **4.6%** and a race-neutral goal of **0.0%,** for a total of **4.6%**. The reason for this breakout is that the projects from previous years show that the median amount by which the past DBE goals were under-achieved is **1.1%** (see **Table 4**).

The Airport will adjust the estimated breakout of race-neutral and race-conscious participation as needed to reflect actual DBE participation (26.51(f)) and it 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.

**VI.** **Contract Goals**

The Airport will use contract goals to meet any portion of the overall goal that the Airport 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 overall goal that is not projected to be met through the use of race-neutral means.

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

The Airport will express its contract goals as a percentage of the Federal share of a DOT-assisted contract.

**Appendix A: Resource Listing**

1. **Resource Documents:**
2. Virginia UCP DBE Directory
3. 2022 County Business Patterns, Census Bureau
4. Uniform Report of DBE Commitments/Awards and Payments

**Appendix B: Roanoke-Blacksburg Regional Airport – Web Conference**

**October 22, 2024**

**Summary of Meeting:** Wilfred Nixon, of Ken Weeden & Associates, gave a PowerPoint presentation that covered and explained the following:

* Background, purpose, and goal requirements of the FAA-DBE program.
* Overview of the DBE goal methodology and basic requirements, such as use of most refined data, identification of a normal market area, and employment of a two-step process in establishing the overall 3-year DBE goals.
* Calculation of the base-figure goal (step 1), and adjusted goal (step 2), through “weighting” and consideration of indicators of “capacity”.

**Stakeholder Meeting**

**Attendee List**

|  |  |
| --- | --- |
| **Name** | **Company/Organization** |
| David Jeavons | Roanoke Regional Airport Commission |
| Alison Abbott | Safety Compliance Solutions |
| Caroline Caylor | ARAZ Systems, LLC |
| Charlie Cummings | Major Towing LLC (Hauling Service) |
| Kate DJarnette | Delta Airport Consultants, Inc. |
| Gray DeRenzi | Mance & Associates |
| Padmore John | Tsion Enterprises LLC dba Tsion Cafe |
| Melissa McGarry | FOXXSTEM |
| Jessica Nash | H & B Surveying and Mapping, LLC |
| Lisa Sink | Ride Source |
| Diana Trotter | Vanue, LLC |
| Sushant Upadhyaya | Kaveree, Inc. |
| Jeremy Weeden | Ken Weeden & Associates |
| Wilfred Nixon | Ken Weeden & Associates |
| Danielle Andrews | Ken Weeden & Associates |

**Questions/Comment**

1. Point of clarification, so you used bidders’ list to calculate the market area but did not use bidders lists to calculate the DBE availability, right?

Correct, Bidder’s list is utilized to calculate where bidders come from to determine the market area.

1. Are procurement opportunities advertised through eVA so the registered vendors can receive notification?

Yes, all projects are advertised through eVA. <https://eva.virginia.gov/>

1. When will the procurements start rolling out? Will there be anything for 2024?

FFY 2025 started as of October 1st, so these projections are for FFY 2025- 2027.

1. Will there be consultant opportunities available?

As far as consultant opportunities are concerned, there may be a way to connect with current vendors, please send an email to finance@flyroa.com.

1. I noticed that the DBE percentage has been reduced. Can you clarify how this decision might impact future procurement efforts? Should we expect this number to continue decreasing, or will there be measures in place to support and possibly increase DBE participation in upcoming projects?

The Step 1 DBE Base figure was adjusted based on past DBE participation. The Airport considers adjustment factors during the goal setting process. The DBE goal can be adjusted down as well as up.

1. Can this ppt be shared with participants by email?

Once the ppt is finalized it will also be uploaded to the DBE section of the Airport’s website.

1. Do I need a specific ACDBE code for Hauling or can the same NAICS be used both ACDBE and DBE Certification.

The same code can be used for ACDBE and DBE certification. If participating as an ACDBE the ACDBE designation is required.

8. Can concessionaire information be sent to Diana Trotter?

 Yes, please send email to finance@flyroa.com for contact information.

1. Overall, I think the methodology was very sound and the goal seems appropriate given the upcoming projects in the next 3 years.