

# DBE Goal Setting Tool

## FAA Civil Rights Connect



**Federal Aviation  
Administration**

*Office Of Civil Rights*

*ACHIEVING SAFETY  
THROUGH DIVERSITY*

**Training Presentation**  
**Nancy Cibic, [nancy.cibic@faa.gov](mailto:nancy.cibic@faa.gov)**

**April 2019**



# Presentation Disclaimer

- This presentation may use paraphrasing of the Regulation
- Please reference the actual Regulations for verbatim text

# Presentation Focus

- General Regulation Information
- New DBE Goal Setting Tool
  - FAA Connect System

# DBE Program Regulation

- 49 CFR Part 26 – DBE Program

[https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title49/49cfr26\\_main\\_02.tpl](https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title49/49cfr26_main_02.tpl)

# DBE Program and Goals

## § 26.21 Who must have a DBE program?

- (a) If you are in one of these categories and let DOT assisted contracts, you must have a DBE program meeting the requirements of this part:
- (3) FAA recipients receiving grants for airport planning or development who will award prime contracts the cumulative total value of which exceeds \$250,000 in FAA funds in a Federal fiscal year.

**- Requires submission of 3 year goals based on a schedule:**

[https://www.faa.gov/about/office\\_org/headquarters\\_offices/acr/bus\\_ent\\_program/media/DBE%20and%20ACDBE%20Reporting%20Requirements%20for%20Airport%20Grant%20Recipients.pdf](https://www.faa.gov/about/office_org/headquarters_offices/acr/bus_ent_program/media/DBE%20and%20ACDBE%20Reporting%20Requirements%20for%20Airport%20Grant%20Recipients.pdf)

# DBE Program – DBE Goal Setting Tool

- FAA Connect System (FAA Connect) now includes a DBE goal setting tool
  - Designed based on the FAA DBE Sample Program
- An ACDBE goal setting tool will be developed soon
- Logon to FAA Connect at:

<https://faa.civilrightsconnect.com>

# DBE Goal Setting Tool

- Using the Goal Setting Tool is optional. It is being made available as a potentially useful resource.
- We are not recommending, suggesting, or implying that you need to change anything in regard to your goal-setting processes.
- If you are currently using an acceptable methodology to set reasonable and achievable goals, you do not need to change that process and start using this tool.
- The tool is aimed at smaller airport recipients; larger airports likely already have an acceptable goal setting process.

# DBE Goal Setting Tool-Tips

- Please read/review the guidance at the beginning of each section
- Example text is in red text and will revert to black text when saved
- The Reset button will revert the text back to the original view, before it was edited
  - For the Step 2 adjustment or RC/RN split, it will revert back to blank, and the user must pick the approach again.
- If you have questions, contact your FAA Regional Compliance Specialist. Contact information is on the last slide of this presentation.



# FAA Connect-Guidance

<https://faa.civilrightsconnect.com>

FAA Civil Rights Connect Login

**Disclaimer:** This system is strictly for the use of authorized FAA, airport, and consultant users to provide and manage DBE/Part 26, ACDBE/Part 23, Title VI, and ADA/Sec. 504 data. **All user activity is logged.**

Username (email address)

Password

Login

[User Lookup, Password Reset, and Create Account](#)

[Customer Support](#) [Training & User Guides](#)

# DBE Goal Setting Tool

## Access from airport file

FAA Civil Rights Connect

Assigned Airports

Request Airport

Search/Sort/Filter

Search (name, identifier, city) Sort By Region Hub Type Airport Type Core Airport > Clear All

> Go/Refresh

Actions	Airport ID	Airport Name	Location	Hub Type	Airport Type	Core Airport	Region
<a href="#">view</a>	ABR	Aberdeen Regional Airport	Aberdeen, SD	N	P		AGL
<a href="#">view</a>	AIT	Aitkin Municipal-Steve Kurtz Field	Aitkin, MN		GA		AGL

Contact FAA Help Desk | © 2018 B2Gnow

# DBE Goal Setting Tool

The screenshot displays the DBE Goal Setting Tool interface. On the left is a sidebar with the following links: **Test System** (highlighted with a red border), Dashboard, Airports, AC/DBE Doc Vault, Account Profile, Print Page, FAA Help Desk, and Logoff. The top navigation bar contains: **Main** (highlighted with a blue border), DBE Programs, **DBE Goals & Reports** (indicated by a yellow arrow), Compliance Reviews, Complaints, Inquiries, and Assessments. The main content area shows a form for an airport profile with fields: Airport Name, Airport Identifier, Airport Authority, Recipient, Region, Hub Type, Airport Type, Core Airport, Airport DBELO, FAA DBE/ACDBE Specialist, and Physical Address. A large light blue rectangular box obscures the right side of the form. An 'Edit Airport' button is located in the top right corner of the form area.

# DBE Goal Setting Tool

[Logoff](#)

<a href="#">view</a>	Report	Approved	FY 08	0.00%	0.00%
<a href="#">view</a>	Goal	Approved	FY 09		
<a href="#">view</a>	Report	Approved	FY 09	0.00%	0.00%
<a href="#">view</a>	Goal	Approved	FY 12		
<a href="#">view</a>	Report	Approved	FY 12	1.55%	0.00%
<a href="#">view</a>	Goal	Approved	FY 13		
<a href="#">view</a>	Report	Approved	FY 13	1.55%	0.00%
<a href="#">view</a>	Report	Not required	FY 14		
<a href="#">view</a>	Goal	Approved	FY 15-17	2.10%	
<a href="#">view</a>	Report	Approved	FY 15	2.10%	2.19%
<a href="#">view</a>	Report	Not required	FY 16		
<a href="#">view</a>	Report	Not required	FY 17	2.10%	
<a href="#">view</a>			FY 18	6.00%	
			FY 18		

[Goal Setting Tool](#)

# DBE Goal Setting Tool

If goal period is missing, contact FAA Regional Specialist

The screenshot shows the 'FAA Civil Rights Connect' interface. On the left is a sidebar with links: 'Test System' (highlighted in red), 'Dashboard', 'Airports', 'AC/DBE Doc Vault', 'Account Profile', 'Print Page', 'FAA Help Desk', and 'Logoff'. The main content area is titled 'FAA Triennial Goal Setting Tool' and includes a descriptive paragraph. Below this is the 'Start New Goal' section with two dropdown menus: 'Goal Type \*' (set to 'DBE Triennial Goal') and 'Period \*' (set to 'FY 2019-21'). A 'Start New Goal' button is positioned below these menus. Three yellow arrows point to these elements: one to the 'Period \*' dropdown labeled 'Select Goal Period', one to the 'Goal Type \*' dropdown labeled 'Select type', and one to the 'Start New Goal' button labeled 'Start Goal'. A 'Return' button is located in the top right of the main content area. At the bottom of the form, it states 'No goals created.'

# DBE Goal Setting Tool - Part 1

## Identify Market Area

The screenshot shows the 'Goal Setting' page of the FAA Civil Rights Connect system. The browser address bar shows the URL: <https://faatest.civilrightsconnect.com/FAA/Functions/GoalMain.asp?AirportID=F00D78AF1B6CC58D6827FC67499164D1267057E9F3679291&GoalID=D98C1D519D469AA3881732ADAF2C05C1D4D4E93C8B19E6>. The page title is 'Goal Setting'. The main content area explains the tool's purpose and provides resources. The left sidebar contains a navigation menu with items like 'Test System', 'AC/DBE Dashboard', 'ADA/Sec 504 Dashboard', 'Title VI Dashboard', 'TCTAP', 'AC/DBE Doc Vault', 'ADA/Sec. 504 Doc Vault', 'Title VI Doc Vault', 'Configuration', 'Help Desk', 'Reports', and 'Logoff'. The main content area includes a 'Resources' section with links to 'DBE Program Regulation -- DBE Goal Setting', 'US DOT Tips for Goal Setting', and 'Guide for this goal setting tool'. Below this is a form for 'DBE Triennial Goal' with fields for 'Recipient', 'Airport(s)', 'Goal Type', and 'Period'. The 'Period' field is set to 'FY 2019-21 (edit)'. The form has 'Refresh' and 'Return' buttons. The page is divided into three parts: 'Part 1: Identify Market Area', 'Part 2: Projected Project Activity', and 'Part 3: Narrative'. Annotations include a yellow arrow pointing to the 'Test System' button, a yellow arrow pointing to the 'U.S. Tips for Goal Setting' link, a yellow arrow pointing to the '49 CFR Part 26' link, a pink arrow pointing to the 'Goal Tool Training Presentation' link, a yellow arrow pointing to the 'Start your Goal' button, and a red box containing a warning message.

**Goal Setting**

Use this tool to work through the process to set a DBE triennial goal. Part 26.45 allows for the goal to be set using 1 of 5 different methods ([click here to view the DBE Program Regulation](#)). The tool is currently based on the weighted availability methodology that uses projected contracts and weighted work scopes. Other methodologies are not currently supported in the calculation part (Part 2 and Part 3 below) but the other sections can be used to fill in the narrative sections.

**Resources:**

- [DBE Program Regulation -- DBE Goal Setting](#)
- [US DOT Tips for Goal Setting](#)
- [Guide for this goal setting tool](#)

**DBE Triennial Goal**

Recipient	
Airport(s)	
Goal Type	DBE Triennial Goal
Period	FY 2019-21 ( <a href="#">edit</a> )

[Refresh](#) [Return](#)

**Part 1: Identify Market Area**

[Fill In Section](#) [Pending Fill In](#)

**Part 2: Projected Project Activity**

[Set Up Project Work Categories](#) [Pending Setup](#)

It is strongly recommended that all work category and project entry be completed and verified before moving on to Part 3. Once the narratives in the following sections are set, changes to the project information above will require that the narratives be reset and edited from scratch.

# DBE Goal Setting Tool-Define Market Area

The screenshot shows a web browser window with the URL <https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp?AirportID=C2D4E766991308C3D773AFB64C57D713B18D85D739E04D29&GoalID=D42FD40D69EB74FC88E0C6F2844186B0E2F502638828A91F>. The page title is "Goal Setting" and the subtitle is "Use this tool to work through the process to set a DBE triennial goal. Part 26.45 allows for". A "CLOSE" button is in the top right corner.

**Market Area**

List the counties/parishes for local market area. The market area must be identified as the area in which the substantial majority of the Airport's contractors and subcontractors that seek to do business with the Airport are located and the area in which the Airport spends the substantial majority of its contracting dollars; this must be clearly specified. The market area is usually the counties/parishes surrounding the Airport but can also extend to additional areas where contractors and/or subcontractors can be found to do the types of contracts being awarded at the Airport.

We have inserted instructions and notes in italics and/or brackets. Recipients should not put this italicized or bracketed material into their documents. Edit the content to remove this text and/or update accordingly with your own narrative.

Update the text below and click **Save Updates** when finished. To start over, click **Reset Section**; all prior content will be cleared and replaced by the original text. Click **Return** to return to the summary page and move on to the next section.

Refer to the [DBE Program Regulation](#) for guidance.

**Section Status:** ❗ Incomplete

**Save** **Save Content Updates** **Return to Main Goal Page**

**Describe market area**

The market area is the counties of Cook and Kane

**Annotations:**

- Guidance:** Points to the instructions at the top of the Market Area section.
- Shows Status:** Points to the "Section Status: ❗ Incomplete" indicator.
- 49 CFR Part 26:** Points to the "Refer to the DBE Program Regulation for guidance." text.
- Save:** Points to the "Save Content Updates" button.
- Go to next section of goal:** Points to the "Return to Main Goal Page" button.
- Describe market area:** Points to the text input area where "The market area is the counties of Cook and Kane" is entered.



# DBE Goal Setting Tool-Define Market Area

## Market Area – Status Complete

Goal Setting

Use this tool to work through the process to set a DBE triennial goal. Part 26.45 allows for the

**Market Area**

List the counties/parishes for local market area. The market area must be identified as the area in which the substantial majority of the Airport's contractors and subcontractors that seek to do business with the Airport are located and the area in which the Airport spends the substantial majority of its contracting dollars; this must be clearly specified. The market area is usually the counties/parishes surrounding the Airport but can also extend to additional areas where contractors and/or subcontractors can be found to do the types of contracts being awarded at the Airport.

Section Status: ✔ Completed

We have inserted instructions and notes in italics and/or brackets. Recipients should not put this italicized or bracketed material into their documents. Edit the content to remove this text and/or update accordingly with your own narrative.

Update the text below and click **Save Updates** when finished. To start over, click **Reset Section**; all prior content will be cleared and replaced by the original text. Click **Return** to return to the summary page and move on to the next section.

Refer to the [DBE Program Regulation](#) for guidance.

**Content saved.**

[Save Content Updates](#) [Return to Main Goal Page](#)

**Rich Text Editor:**

The market area is the Counties of Cook and Kane.

Status shows complete



# DBE Goal Setting Tool

## Part 2-Project Activity

FAA Civil Rights Connect

https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cibic, Nancy (FAA) - Outl... Home DOT Intranet Web Slice Gallery

Reports

Print Page

Customer Support

Logoff

Part 1: Identify Market Area

Edit Section Completed

Part 2: Projected Project Activity

Set Up Project Work Categories Pending Setup

It is strongly recommended that all work category and project entry be completed and verified before moving on to Part 3. Once the narratives in the following sections are set, changes to the project information above will require that the narratives be reset and edited from scratch.

Part 3: Step 1 Goal Calculation: Actual Relative Availability of DBEs

Fill In Section Pending Fill In

Base DBE Goal: **Not calculated yet**

Part 4: Step 2 Adjustments to Step 1 Base Figure

Fill In Section Pending Fill In

Final DBE Goal: **Not set yet**

Part 5: Breakout of Estimated "Race and Gender Neutral" (RN) and "Race and Gender Conscious" (RC) Participation

Fill In Section Pending Fill In

Race Conscious Goal: **Not set yet**

Race Neutral Goal: **Not set yet**

Part 6: Consultation

Fill In Section Pending Fill In

# DBE Goal Setting Tool-Work Categories

## Search for Work Category in NAICS

**Read Guidance**

**Enter work category**

**Lookup NAICS**

**Enter NAICS code**

**Enter NAICS description**

**Select data source**

**Enter # of certified firms**

**Enter total number of firms**

**Save**

**Add notes if needed**

**Save Work Categories**

**Return to Main Goal Page**

**GOAL WORK CATEGORIES**

Part 26.45 allows for the goal to be set using 1 of 5 different methods ([click here to view the DBE Program Regulation](#) - see §26.45 (c) Step 1). The tool uses **weighted availability** based on projected projects and weighted work scopes. Data for the calculation can be obtained from any of the three sources:

1. Use DBE Directories and Census Bureau Data
2. Use a bidders list
3. Use data from a disparity study

Other methodologies and data sources are not currently supported in the calculation part.

Use this form to add a list of work categories with DBE availability. Availability can be calculated from DBE and total firm counts from the next section (adding projects). You can add as many work categories as needed; the form will automatically add five blank rows.

Details for NAICS codes and descriptions are available from the [Census Bureau](#) website.

When finished adding all work categories, click **Save Work Categories** and move on to adding projects.

#	Work Category/Trade Description	NAICS	NAICS Description	Data Source	# Certified Firms	# Total Firms	Notes	Delete
1	New Admin Building	236220	Airport building construction	<input checked="" type="radio"/> Directory & Census <input type="radio"/> Disparity Study	3	82		
2	Runway Rehab	237310	Resurfacing, highway, road, street, bridge or airport runway	<input checked="" type="radio"/> Directory & Census <input type="radio"/> Disparity Study	6	123		
	New Taxiway	237310	Airport runway construction	<input checked="" type="radio"/> Directory & Census <input type="radio"/> Disparity Study	4	103		
4				<input type="radio"/> Directory & Census <input type="radio"/> Disparity Study				
5				<input type="radio"/> Directory & Census <input type="radio"/> Disparity Study				

# DBE Goal Setting Tool-Work Categories

## DBE Percent Calculated

Part 1: Identify Market Area

GOAL WORK CATEGORIES

Part 26.45 allows for the goal to be set using 1 of 5 different methods (click here to view the DBE Program Regulation - see §26.45 (c) Step 1). The tool uses **weighted availability** based on projected projects and weighted work scopes. Data for the calculation can be obtained from any of the three sources:

1. Use DBE Directories and Census Bureau Data
2. Use a bidders list
3. Use data from a disparity study

Other methodologies and data sources are not currently supported in the calculation part.

Use this form to add a list of work categories with DBE availability. Availability can be calculated from DBE and total firm counts (certified directories plus census data/bidders list/vendor list) or a disparity study. Fill in all anticipated work categories, including those with no DBE availability, before moving on to the next section (adding projects). You can add as many work categories as needed; the form will automatically add five blank lines after saving.

Details for NAICS codes and descriptions are available from the [Census.gov](https://www.census.gov) website.

When finished added all work categories, click **Return** to return to the summary page and move on to adding projects.

**Saved** Work categories saved.

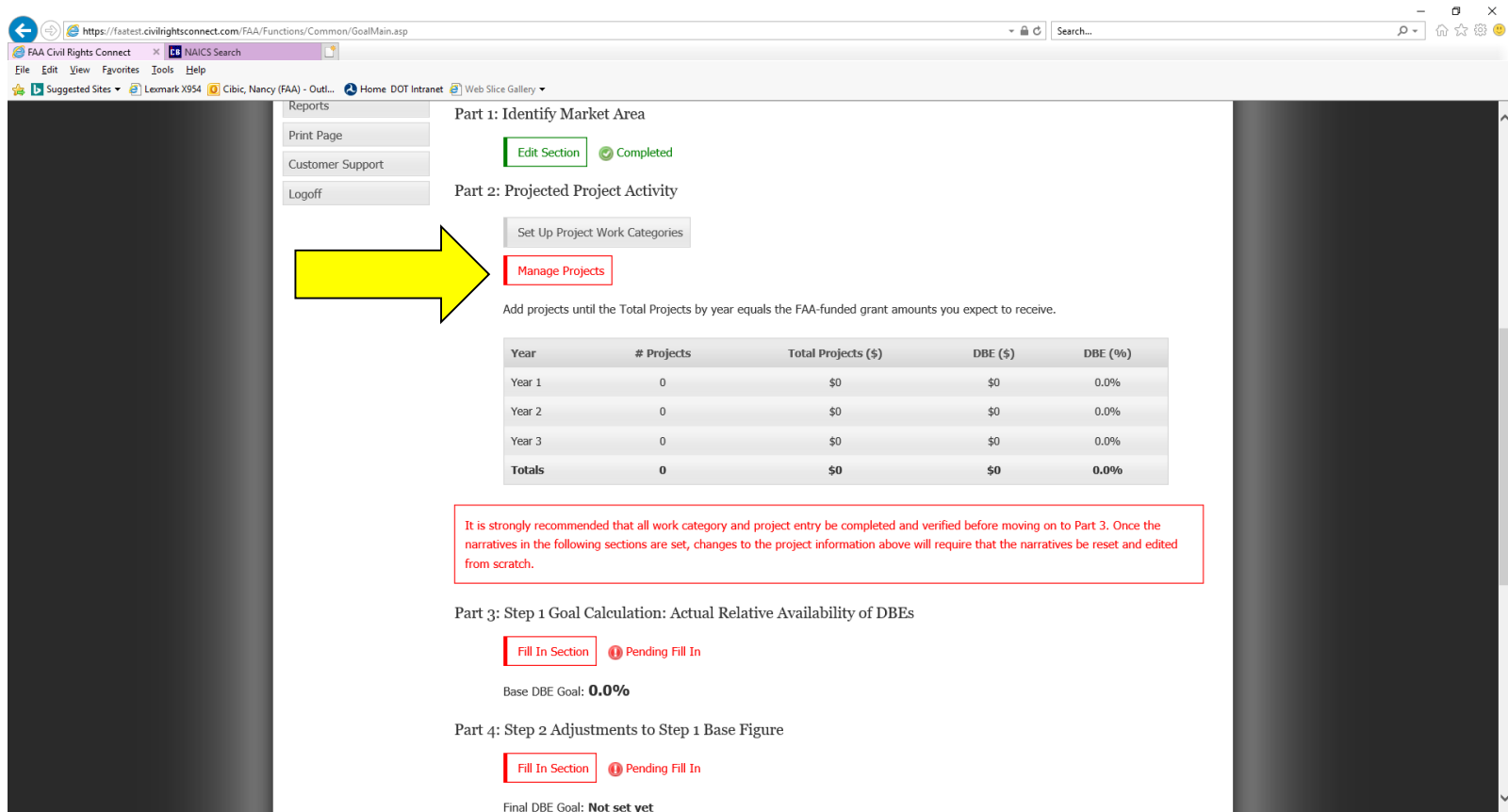
**DBE % auto Calculated**

#	Work Category/Trade Description*	NAICS	NAICS Description	Data Source*	# Certified Firms	# Total Firms	DBE %	Notes	Delete
1	New Admin Building	236220	Airport building construction	<input checked="" type="radio"/> Directory & Census <input type="radio"/> Disparity Study	3	82	3.7		Delete
2	New Taxiway	237310	Airport runway construction	<input checked="" type="radio"/> Directory & Census <input type="radio"/> Disparity Study	4	103	3.9		Delete
3	Runway Rehab	237310	Resurfacing, highway, road, street, bridge or airport runway	<input checked="" type="radio"/> Directory & Census <input type="radio"/> Disparity Study	6	123	4.9		Delete
4				<input type="radio"/> Directory & Census <input type="radio"/> Disparity Study					
5				<input type="radio"/> Directory & Census <input type="radio"/> Disparity Study					
6				<input type="radio"/> Directory & Census <input type="radio"/> Disparity Study					
7				<input type="radio"/> Directory & Census <input type="radio"/> Disparity Study					
8				<input type="radio"/> Directory & Census <input type="radio"/> Disparity Study					

\* if the available percentages of existing work categories are changed or deleted, any projects with these work categories will be updated and the estimated goals recalculated. This may also impact the overall calculated goal, but will require that the later sections be revisited for Step 2 adjustment, race neutral/race conscious estimates, and other factors.

**Save Work Categories** **Return to Main Goal Page** **Return to go to next Section**

# DBE Goal Setting Tool-Manage Projects



https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp

FAA Civil Rights Connect x NAICS Search

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cibic, Nancy (FAA) - Out... Home DOT Intranet Web Slice Gallery

Reports

Print Page

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Logoff

Part 1: Identify Market Area

Edit Section Completed

Part 2: Projected Project Activity

Set Up Project Work Categories

Manage Projects

Add projects until the Total Projects by year equals the FAA-funded grant amounts you expect to receive.

Year	# Projects	Total Projects (\$)	DBE (\$)	DBE (%)
Year 1	0	\$0	\$0	0.0%
Year 2	0	\$0	\$0	0.0%
Year 3	0	\$0	\$0	0.0%
Totals	0	\$0	\$0	0.0%

It is strongly recommended that all work category and project entry be completed and verified before moving on to Part 3. Once the narratives in the following sections are set, changes to the project information above will require that the narratives be reset and edited from scratch.

Part 3: Step 1 Goal Calculation: Actual Relative Availability of DBEs

Fill In Section Pending Fill In

Base DBE Goal: 0.0%

Part 4: Step 2 Adjustments to Step 1 Base Figure

Fill In Section Pending Fill In

Final DBE Goal: Not set yet

# DBE Goal Setting Tool-Manage Projects

https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp

FAA Civil Rights Connect x NAIICS Search

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cibic, Nancy (FAA) - Outl... Home DOT Intranet Web Slice Gallery

Reports Part 1: Identify Market Area CLOSE

Print Page

## PROJECTS

List all projects for which you anticipate receiving funding; only include the DOT-funded portion of the project. Continue adding projects until the annual amounts by year equal the FAA-funded grant amounts you expect to receive.

When finished added all projects, click **Return** to return to the summary page and move on to the next section.

**Add Project**

Goal Year \*

Select Year

Project Name/Description \*

Add Project

#	Goal Year	Project	Amount (\$)	DBE (%)	DBE (\$)
Total Year 1:			\$0	\$0	0.0%
Total Year 2:			\$0	\$0	0.0%
Total Year 3:			\$0	\$0	0.0%

Edit Project Work Categories Return to Main Goal Page

Final DBE Goal: Not set yet

Select  
Year

Enter project  
name

# DBE Goal Setting Tool-Manage Projects

https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp

FAA Civil Rights Connect x NAICS Search

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cibic, Nancy (FAA) - Out... Home DOT Intranet Web Slice Gallery

Reports

Part 1: Identify Market Area

Print Page

CLOSE

### PROJECTS

List all projects for which you anticipate receiving funding; only include the DOT-funded portion of the project. Continue adding projects until the annual amounts by year equal the FAA-funded grant amounts you expect to receive.

When finished added all projects, click **Return** to return to the summary page and move on to the next section.

#### Add Project

Goal Year \*  
Year 1 (10/1/2019-9/30/2020) ▼

Project Name/Description \*  
New Admin Building

Add Project

#	Goal Year	Project	Amount (\$)	DBE (%)	DBE (\$)
		<b>Total Year 1:</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>
		<b>Total Year 2:</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>
		<b>Total Year 3:</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>

Edit Project Work Categories Return to Main Goal Page

Final DBE Goal: **Not set yet**

# DBE Goal Setting Tool-Manage Projects

The screenshot shows the 'PROJECT' management page in the FAA DBE Goal Setting Tool. The browser address bar shows the URL: <https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp>. The page title is 'Part 1: Identify Market Area'. The main heading is 'PROJECT'. Below the heading, there is a paragraph of instructions: 'Add work categories/trades to the project and enter dollar amounts for each. Make sure to list ALL work scopes, including those with no calculated DBE availability. For the dollar amounts, use the federally FAA-funded portion only. The project goal will be automatically calculated. Click **Add All Work Categories** to add all work categories at once.'

The form contains the following fields and buttons:

- Goal Year \***: A dropdown menu showing 'Year 1 (10/1/2019-9/30/2020)'.
- Project Name/Description \***: A text input field containing 'New Admin Building' and an 'Update Project Name/Description' button.
- Select a work category to add to the project and click **Add**, repeat for all work categories on the project. Alternatively, add **all** work categories by clicking **Add All Work Categories**.**
- Select project**: A yellow arrow pointing to the 'Select work category/trade to add' dropdown menu.
- Add**: A yellow arrow pointing to the 'Add' button.
- Select Add All work categories if all projects are in the selected goal year**: A yellow arrow pointing to the 'Add All Work Categories' button.

The dropdown menu for 'Select work category/trade to add' shows the following options:

- New Admin Building, NAICS 236220, DBE 1.2%
- Runway Rehab, NAICS 237310, DBE 1.3%
- Taxiway, NAICS 237310, DBE 5.0%

At the bottom of the page, there is a status bar that reads: 'Final DBE Goal: **Not set yet**'.

# DBE Goal Setting Tool-Manage Projects

https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp

FAA Civil Rights Connect x NAICS Search

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cibic, Nancy (FAA) - Outl... Home DOT Intranet Web Slice Gallery

Reports Part 1: Identify Market Area CLOSE

Print Page

## PROJECT

Add work categories/trades to the project and enter dollar amounts for each. Make sure to list ALL work scopes, including those with no calculated DBE availability. For the dollar amounts, use the federally FAA-funded portion only. The project goal will be automatically calculated.

Click **Add All Work Categories** to add all work categories at once.

**Work category added.**

Goal Year \* Year 1 (10/1/2019-9/30/2020) v

Project Name/Description \* New Admin Building Update Project Name/Description

Select a work category to add to the project and click **Add**, repeat for all work categories on the project. Alternatively, add **all** work categories by clicking **Add All Work Categories**.

Select work category/trade to add v Add or Add All Work Categories

#	Work Category/Trade Description	NAICS Description	NAICS	Amount (\$)	DBE (%)	DBE (\$)	Delete
1	New Admin Building	Airport Building	236220	1234569 x	1.2%		Delete
				\$0	0.0%	\$0	

Save Work Categories Delete All Work Categories Return to Projects List / Add Another Project

Enter dollar amount

Final DBE Goal: Not set yet



# DBE Goal Setting Tool-Manage Projects

https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp

FAA Civil Rights Connect | NAICS Search

Part 1: Identify Market Area

PROJECT

Add work categories/trades to the project and enter dollar amounts for each. Make sure to list ALL work scopes, including those with no calculated DBE availability. For the dollar amounts, use the federally FAA-funded portion only. The project goal will be automatically calculated.

Click **Add All Work Categories** to add all work categories at once.

**Work categories saved.**

Goal Year \*

Project Name/Description \*

Select a work category to add to the project and click **Add**, repeat for all work categories on the project. Alternatively, add **all** work categories by clicking **Add All Work Categories**.

or

#	Work Category/Trade Description	NAICS Description	NAICS	Amount (\$)	DBE (%)	DBE (\$)	Delete
1	New Admin Building	Airport Building	236220	<input type="text" value="1,234,569"/>	1.2%	\$15,102	<input type="button" value="Delete"/>
<b>Total Project:</b>				<b>\$1,234,569</b>	<b>1.2%</b>	<b>\$15,102</b>	

Final DBE Goal: **Not set yet**

**Auto calculates**

**Auto calculates**

**Return to Projects List to Add Another Project**

# DBE Goal Setting Tool-Manage Projects

## Continue to Add Projects-Each Year

https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp

FAA Civil Rights Connect | NAICS Search

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cibic, Nancy (FAA) - Outl... Home DOT Intranet Web Slice Gallery

Reports Part 1: Identify Market Area CLOSE

Print Page

### PROJECT

Add work categories/trades to the project and enter dollar amounts for each. Make sure to list ALL work scopes, including those with no calculated DBE availability. For the dollar amounts, use the federally FAA-funded portion only. The project goal will be automatically calculated.

Click **Add All Work Categories** to add all work categories at once.

**Work categories saved.**

Goal Year \* Year 2 (10/1/2020-9/30/2021) ▼

Project Name/Description \* New Taxiway Update Project Name/Description

Select a work category to add to the project and click **Add**, repeat for all work categories on the project. Alternatively, add **all** work categories by clicking **Add All Work Categories**.

Select work category/trade to add ▼ Add or Add All Work Categories

#	Work Category/Trade Description	NAICS Description	NAICS	Amount (\$)	DBE (%)	DBE (\$)	Delete
1	Taxiway	Airport Runway Construction	237310	<input type="text" value="839,245"/>	5.0%	\$42,315	<a href="#">Delete</a>
Total Project:				\$839,245	5.0%	\$42,315	

**Save** Save Work Categories Delete All Work Categories Return to Projects List / Add Another Project

Return to Projects List to Add Another Project

Final DBE Goal: Not set yet

# DBE Goal Setting Tool-Manage Projects

## Continue to Add Projects-Each Year

https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp

FAA Civil Rights Connect x NAICS Search

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cibic, Nancy (FAA) - Outl... Home DOT Intranet Web Slice Gallery

Reports Part 1: Identify Market Area CLOSE

Print Page

### PROJECT

Add work categories/trades to the project and enter dollar amounts for each. Make sure to list ALL work scopes, including those with no calculated DBE availability. For the dollar amounts, use the federally FAA-funded portion only. The project goal will be automatically calculated.

Click **Add All Work Categories** to add all work categories at once.

**Work categories saved.**

Goal Year \* Year 3 (10/1/2021-9/30/2022) v

Project Name/Description \* Runway Rehab Update Project Name/Description

Select a work category to add to the project and click **Add**, repeat for all work categories on the project. Alternatively, add **all** work categories by clicking **Add All Work Categories**.

Select work category/trade to add v Add or Add All Work Categories

#	Work Category/Trade Description	NAICS Description	NAICS	Amount (\$)	DBE (%)	DBE (\$)	Delete
1	Runway Rehab	Resurfacing, highway, road, street, bridge or airport runway	237310	2,345,980	1.3%	\$30,868	Delete
<b>Total Project:</b>				<b>\$2,345,980</b>	<b>1.3%</b>	<b>\$30,868</b>	

Save Save Work Categories Delete All Work Categories Return to Projects List / Add Another Project

Return to Projects List to Add Another Project

Final DBE Goal: Not set yet

# DBE Goal Setting Tool-Manage Projects

## Return to go to Next Section

https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp

FAA Civil Rights Connect x NAICS Search

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cibic, Nancy (FAA) - Outl... Home DOT Intranet Web Slice Gallery

Reports Part 1: Identify Market Area CLOSE

Print Page

### PROJECTS

List all projects for which you anticipate receiving funding; only include the DOT-funded portion of the project. Continue adding projects until the annual amounts by year equal the FAA-funded grant amounts you expect to receive.

When finished added all projects, click **Return** to return to the summary page and move on to the next section.

**Add Project**

Goal Year \*  
Select Year ▼

Project Name/Description \*

Add Project

#	Goal Year	Project	Amount (\$)	DBE (%)	DBE (\$)	
1	1	New Admin Building	\$1,234,569	\$15,102	1.2%	Edit Delete
Total Year 1:			\$1,234,569	\$15,102	1.2%	
1	2	New Taxiway	\$839,245	\$42,315	5.0%	Edit Delete
Total Year 2:			\$839,245	\$42,315	5.0%	
1	3	Runway Rehab	\$2,345,980	\$30,868	1.3%	Edit Delete
Total Year 3:			\$2,345,980	\$30,868	1.3%	

Edit Project Work Categories Return to Main Goal Page

Go to Next Section

Final DBE Goal: Not set yet

# DBE Goal Setting Tool-Part 3

## Step 1 Goal Calculation

https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp?AirportID=8738917E58D959372FFDC3DAF067BD8EA4B0F81598DFB5778&GoalID=97A90698B63D113DAD8E8FD7C0E46DD9F19CC7F83C0A7DA5

FAA Civil Rights Connect

File Edit View Favorites Tools Help

Suggested Sites Lomark X954 Cibic, Nancy (FAA) - Out... Home DOT Intranet Web Slice Gallery

Reports  
Print Page  
Customer Support  
Logoff

### Part 1: Identify Market Area

[Edit Section](#) Completed

### Part 2: Projected Project Activity

[Set Up Project Work Categories](#)  
[Manage Projects](#)

Add projects until the Total Projects by year equals the FAA-funded grant amounts you expect to receive.

Year	# Projects	Total Projects (\$)	DBE (\$)	DBE (%)
Year 1	1	\$1,234,578	\$45,167	3.7%
Year 2	2	\$839,245	\$32,592	3.9%
Year 3	2	\$2,345,980	\$114,438	4.9%
<b>Totals</b>	<b>5</b>	<b>\$4,419,803</b>	<b>\$192,198</b>	<b>4.3%</b>

It is strongly recommended that all work category and project entry be completed and verified before moving on to Part 3. Once the narratives in the following sections are set, changes to the project information above will require that the narratives be reset and edited from scratch.

### Part 3: Step 1 Goal Calculation: Actual Relative Availability of DBEs

[Fill In Section](#) Pending Fill In

Base DBE Goal: **4.3%**

### Part 4: Step 2 Adjustments to Step 1 Base Figure

[Fill In Section](#) Pending Fill In

Final DBE Goal: **Not set yet**

**Step 1**

# DBE Goal Setting Tool-Part 3

## Step 1 Goal Calculation

https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp?AirportID=AA1E7AE70ED8592BEC2E121F8497AB66732D3169783A5734&GoalID=7A8591169DE505033377F192E042567F0CA862D825BE899

FAA Civil Rights Connect

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cibic, Nancy (FAA) - Outl... Home DOT Intranet Web Slice Gallery

Add projects until the Total Projects by year equals the FAA-funded grant amounts you expect to receive. CLOSE

### Step 1 Goal Calculation: Actual Relative Availability of DBEs

Update the text below as needed and click **Save Updates** when finished. To start over, click **Reset Section**; all prior content will be cleared and replaced by the original text. Click **Return** to return to the summary page and move on to the next section.

Refer to the [DBE Program Regulation](#) for guidance - see §26.45 (c) Step 1.

Section Status: **Incomplete**

Total Project Contract Amount	<b>\$4,419,803</b>
Total Weight DBE Amount	<b>\$192,198</b>
Step 1 DBE Goal	<b>4.3%</b>

Pre-populated

**Save Content Updates** Return to Main Goal Page

**Edit text as needed**

**Step 1. Actual relative availability of DBEs**

The base figure for the relative availability was calculated as follows:

Method: Use DBE Directories ((paste link to recipient's state UCP directory)) and Census Bureau Data (<https://factfinder.census.gov/faces/nav/jsf/pages/searchresults.xhtml>).

[or]

Method: Use Disparity Study -- completed by [enter name of disparity study consultant] for study period [enter years of study period, e.g. 2014-2019].

Weighted Availability of DBE firms:

Fiscal Year #1

Part 6: Consultation

# DBE Goal Setting Tool-Step 1 Goal Calculation

https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp?AirportID=AA1ETA70ED8592BEC2E121F8497A866732D3169783A57348&GoalID=7A8591169DE505033377F192E042567F0CAB62D8258E899

FAA Civil Rights Connect

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cibic, Nancy (FAA) - Out... Home DOT Intranet Web Slice Gallery

Add projects until the Total Projects by year equals the FAA-funded grant amounts you expect to receive

CLOSE

**Step 1. Actual relative availability of DBEs**

The base figure for the relative availability was calculated as follows:

The Recipient used the State UCP directory and Census Bureau Data (<https://factfinder.census.gov/faces/nav/jsf/pages/searchresults.xhtml>) to determine Step 1 of the goal.

Weighted Availability of DBE firms

**Fiscal Year #1**

For 10/1/2018 - 9/30/2019, award of the following is anticipated:

Project Name	Trade Description	NAICS Description	NAICS	Trade (\$)	Census	Directory	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
New Admin Building	New Admin Building	Airport building construction	236220	\$1,234,578	3	82	3.7%	\$45,167
New Admin Building				\$1,234,578			3.7%	\$45,167
Year 1 Total				\$1,234,578			3.7%	\$45,167

**Fiscal Year #2**

For 10/1/2019 - 9/30/2020, award of the following is anticipated:

Project Name	Trade Description	NAICS Description	NAICS	Trade (\$)	Census	Directory	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
New Taxiway	New Taxiway	Airport construction	237310	\$839,245	4	103	3.9%	\$32,592

body p u

Reset Section

Part 6: Consultation



# DBE Goal Setting Tool-Step 1 Goal Calculation

Save Content Updates Return to Main Goal Page

Go to next section

Save

Information already entered

Information already entered

Reset: If you want to delete all the text that you edited or added and start over

Reset Section

Part 6: Consultation

body p u

For 10/1/2020 - 9/30/2021, award of the following is anticipated:

Project Name	Trade Description	NAICS Description	NAICS	Trade (\$)	Census	Directory	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
New Taxiway				\$839,245			3.9%	\$32,592
Year 2 Total				\$839,245			3.9%	\$32,592
Fiscal Year #3								
For 10/1/2020 - 9/30/2021, award of the following is anticipated:								
Runway Rehab	Runway Rehab	Resurfacing, highway, road, street, bridge or airport runway	237310	\$2,345,980	6	123	4.9%	\$114,438
Runway Rehab				\$2,345,980			4.9%	\$114,438
Year 3 Total				\$2,345,980			4.9%	\$114,438

The base goal projection after weighting is as follows:

- Total Weighted DBE Availability: **\$192,198**
- Total for All Trades: **\$4,419,803**

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: **4.3%**



# DBE Goal Setting Tool - Part 4

## Step 2 Adjustments to Step 1 Base Figure


https://fastest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp

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Part 3: Step 1 Goal Calculation: Actual Relative Availability of DBEs

[Edit Section](#)  Completed


Base DBE Goal: **4.3%**

**Step 2** → Part 4: Step 2 Adjustments to Step 1 Base Figure

[Fill In Section](#)  Pending Fill In


Final DBE Goal: **Not set yet**

Part 5: Breakout of Estimated "Race and Gender Neutral" (RN) and "Race and Gender Conscious" (RC) Participation


[Fill In Section](#)  Pending Fill In

Race Conscious Goal: **Not set yet**  
Race Neutral Goal: **Not set yet**

Part 6: Consultation

[Fill In Section](#)  Pending Fill In

Part 7: Public Notice Language

[Fill In Section](#)  Pending Fill In

# DBE Goal Setting Tool - Part 4

## Step 2 Adjustments to Step 1 Base Figure

The screenshot shows a web browser window with the URL <https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp>. The browser's address bar and tabs are visible. The main content area is titled "Step 2 Adjustments to Step 1 Base Figure". A yellow arrow labeled "Read" points to the introductory text. Another yellow arrow labeled "Read" points to the "Review Guidance" section, which includes a link "View Step 2 Adjustment Guidance" and a reference to "§26.45 (d) Step 2". A third yellow arrow labeled "Select Step 2 adjustment option" points to the "3. Select Step 2 Adjustment Approach" section, which contains two radio button options. The "Section Status" is indicated as "Incomplete".

**Step 2 Adjustments to Step 1 Base Figure**

Section Status: ❗ Incomplete

If the evidence does not suggest an adjustment is necessary, then no adjustment shall be made. There are many types of evidence that must be considered when adjusting the base figure. These may include but are not limited to: the current capacity of DBEs to perform work in your DOT-assisted contracting program, as measured by the volume of work DBEs have performed in recent years and evidence from disparity studies conducted anywhere within your jurisdiction, to the extent it is not already accounted for in your base figure. If your base figure is the goal of another recipient, you must adjust it for differences in your local market and your contracting program. If available, you must consider evidence from related fields that affect the opportunities for DBEs to form, grow and compete. These include, but are not limited to: statistical disparities in the ability of DBEs to get the financing, bonding and insurance required to participate in your program; data on employment, self-employment, education, training and union apprenticeship programs, to the extent you can relate it to the opportunities for DBEs to perform in your program. If you attempt to make an adjustment to your base figure to account for the continuing effects of past discrimination (often called the "but for" factor) or the effects of an ongoing DBE program, the adjustment must be based on demonstrable evidence that is logically and directly related to the effect for which the adjustment is sought.

We have inserted instructions and notes in italics and/or brackets. Recipients should not put this italicized or bracketed material into their documents. Edit the content to remove this text and/or update accordingly with your own narrative.

Follow the list of four steps below to complete the process. When making any updates to the narrative text, click **Save Updates**. To start over, click **Reset Section**; all prior content will be cleared and replaced by the original text. Click **Return** to return to the summary page and move on to the next section.

**Review Guidance**

[View Step 2 Adjustment Guidance](#) Refer to §26.45 (d) Step 2

**2. Confirm Step 1 Base Goal Figure**

**4.3%** (this is the goal calculated in the previous section)

**3. Select Step 2 Adjustment Approach**

Select an adjustment approach. Some approaches require the entry of additional information; click **Save Data Entered** where applicable to lock in entered data.

☐ Not enough historical data on DBE participation is available to reference to make an adjustment to the Step 1 base figure. The value of **4.3%** will be used.

☐ Use past history participation to adjust goal.

Use three to five years of data to fill the table. The median value will be averaged with the Step 1 Base Goal of **4.3%**.

[View Final Output](#)

# DBE Goal Setting Tool - Part 4

## Step 2 Adjustments to Step 1 Base Figure

https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp?AirportID=AA1E7AE70ED85928EC2E121F8497AB66732D3169783A57348&GoalID=7A8591169DE505033377F192E042567F0CAB62D825BE899

View Step 2 Adjustment Guidance Refer to \$26.45 (d) Step 2

2. Confirm Step 1 Base Goal Figure

4.3% (this is the goal calculated in the previous section)

3. Select Step 2 Adjustment Approach

Select an adjustment approach. Some approaches require the entry of additional information; click **Save Data Entered** where applicable to lock in entered data.

☐ Not enough historical data on DBE participation is available to reference to make an adjustment to the Step 1 base figure. The value of 4.3% will be used.

☒ Use past history participation to adjust goal.

Use three to five years of data to fill the table. The median value will be averaged with the Step 1 Base Goal of 4.3%.

It is advisable to use a minimum of three to five years of data. If all the participation was attained via race conscious measures, there is no need to show the split but you must specify this in your narrative. Enter 0 for the race neutral numbers in this situation.

FY	Total Grant \$ Amount	Race Conscious (%)	DBE Goals Race Neutral (%)	Total	Race Conscious (%)	Accomplishments Race Neutral (%)	Total
FY 16	1234589	6	1		6	2	
FY 17	987453	4	0		4	1	
FY 18	456987	3	0		3	1	
FY							
FY							

**Save Data Entered**

☐ No historical data on DBE participation is available to reference to make an adjustment to the Step 1 base figure; however, slightly higher DBE participation can be obtained during the 3-year period because a significant number of additional firms that perform related work are expected to be certified in the local market. Enter work categories where significant number of additional DBE certified firms are expected:

Enter total percent increase of goal based on additional DBE certified firms:

%

**Save Data Entered**

☐ Select this option if another adjustment approach was used. Click the **Save & Add to Narrative** button and enter narrative of your approach.

Base Goal: 4.3%

Part 4: Step 2 Adjustments to Step 1 Base Figure

Use to adjust with historical data

Enter historical data

Used to adjust the goal when no historical data or other evidence is available but expect increased DBE participation

Use when no historical data or other evidence available

Save Data

Select if another approach is used

# DBE Goal Setting Tool - Part 4

## Step 2 Adjustments to Step 1 Base Figure

https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp?AirportID=3D59400C2D774E8A2E73B59943CDC50BD60EA75DFA416429&GoalID=E641E32AA53399F40331A3192C6D2B19C5D6915598B3E88A

FAA Civil Rights Connect

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cibic, Nancy (FAA) - Outl... Home DOT Intranet Web Slice Gallery

AC/DBE Doc Vault ADA/Sec. 504 Doc Vault Request City of Asheville CLOSE

Use past history participation to adjust goal.  
Use three to five years of data to fill the table. The median value will be averaged with the Step 1 Base Goal of 4.3%.  
It is advisable to use a minimum of three to five years of data. If all the participation was attained via race conscious measures, there is no need to show the split but you must specify this in your narrative. Enter 0 for the race neutral numbers in this situation.

FY	Total Grant \$ Amount	DBE Goals		Total	Accomplishments		Total	Type of Work
		Race Conscious (%)	Race Neutral (%)		Race Conscious (%)	Race Neutral (%)		
FY 16	2345679	6	1	7.0%	6	2	8.0%	
FY 17	987325	4	1	5.0%	4	2	6.0%	
FY 18	345697	2	0	2.0%	2	1	3.0%	
FY								
FY								

Save Data Entered

Arranging this historical data from low to high: (3%, 6%, 8%) the median is 6.0%.  
Step 1 Base averaged with historical median: (4.3% + 6.0%) / 2 = 5.2%

☐ No historical data on DBE participation is available to reference to make an adjustment to the Step 1 base figure; however, slightly higher DBE participation can be obtained during the 3-year period because a significant number of additional firms that perform related work are expected to be certified in the local market area.  
Enter work categories where significant number of additional DBE certified firms are expected:  
Enter total percent increase of goal based on additional DBE certified firms:  
%  
Save Data Entered

☐ Select this option if another adjustment approach was used. Click the Save & Add to Narrative button and enter narrative of your approach.  
☐ Check this option to include the following text:  
Furthermore, there are no applicable disparity studies for the local market area or recent legal case information from the relevant jurisdictions to show evidence of barriers to entry or competitiveness.

4. Enter/Confirm Overall Goal

Enter/confirm the overall goal number based on the Step 2 Adjustment Approach chosen:  
5.2 %  
For some approaches, the number will be adjusting according to the data you enter; for other approaches it will be the same as the Step 1 base goal.

5. Add approach and overall goal to narrative

Click Save & Add to Narrative. Sample narrative text corresponding to the approach selected above will populate in the edit box below along with all additional data and numbers filled in. Review the narrative content, edit as needed, and click Save Content Updates to lock in the text.  
Save & Add to Narrative

Save Content Updates Return to Main Goal Page

Part 7: Public Notice Language  
Fill In Section Pending Fill In

Message from webpage

Apply approach? Any edited content will be overwritten?

OK Cancel

Save (Data and information will populate below)

# DBE Goal Setting Tool - Part 4

## Step 2 Adjustments to Step 1 Base Figure

FAA Civil Rights Connect x

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cific, Nancy (FAA) - Outl... Home DOT Intranet Web Slice Gallery

AC/DBE Doc Vault

ADA/Sec. 504 Doc Vault

Recipient: City of Abbeville

CLOSE

Save Save Content Updates Return to Main Goal Page Go to next step

B I U S X Font Size Styles Normal (....) Font Size

Past History Participation

One piece of data used to determine the adjustment to the base figure was the median of historical DBE accomplishments, as follows:

FY	Total Grant \$ Amount	DBE Goals			Accomplishments			Type of Work
		Race Conscious (%)	Race Neutral (%)	Total	Race Conscious (%)	Race Neutral (%)	Total	
FY 16	\$2,345,679	6.0%	1.0%	7.0%	6.0%	2.0%	8.0%	
FY 17	\$987,325	4.0%	1.0%	5.0%	4.0%	2.0%	6.0%	
FY 18	\$345,897	2.0%	0.0%	2.0%	2.0%	1.0%	3.0%	

Arranging this historical data from low to high (3%, 6%, 8%), the median is **6.0%**.

Step 1 Base averaged with historical median:  $(4.3\% + 6.0\%) / 2 = 5.2\%$

To arrive at an overall goal, the Step 1 base figure was added to the Step 2 adjustment figure and the total was averaged, arriving at an overall goal of **5.2%**. The City believes this adjusted goal accurately reflects DBE participation that can be achieved for the type(s) of work being awarded during this three-year goal period (FY 2019-21).

Edit Section Completed

# DBE Goal Setting Tool - Part 4

## Step 2 Adjustments to Step 1 Base Figure

### Status shows saved and completed

FAA Civil Rights Connect

https://fastest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp?AirportID=3D59400C2D774E8A2E73B59943CDC50BD60EA75DFA4164298&GoalID=E641E32AA53399F40331A3192C6D2B19C5D6915598B3E88A

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cibic, Nancy (FAA) - Outl... Home DOT Intranet Web Slice Gallery

AC/DBE Doc Vault

ADA/Sec. 504 Doc Vault

Recipient City of Abbeville

### Step 2 Adjustments to Step 1 Base Figure

If the evidence does not suggest an adjustment is necessary, then no adjustment shall be made. There are many types of evidence that must be considered when adjusting the base figure. These may include but are not limited to: the current capacity of DBEs to perform work in your DOT-assisted contracting program, as measured by the volume of work DBEs have performed in recent years and evidence from disparity studies conducted anywhere within your jurisdiction, to the extent it is not already accounted for in your base figure. If your base figure is the goal of another recipient, you must adjust it for differences in your local market and your contracting program. If available, you must consider evidence from related fields that affect the opportunities for DBEs to form, grow and compete. These include, but are not limited to: statistical disparities in the ability of DBEs to get the financing, bonding and insurance required to participate in your program; data on employment, self-employment, education, training and union apprenticeship programs, to the extent you can relate it to the opportunities for DBEs to perform in your program. If you attempt to make an adjustment to your base figure to account for the continuing effects of past discrimination (often called the "but for" factor) or the effects of an ongoing DBE program, the adjustment must be based on demonstrable evidence that is logically and directly related to the effect for which the adjustment is sought.

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Follow the list of four steps below to complete the process. When making any updates to the narrative text, click **Save Updates**. To start over, click **Reset Section**; all prior content will be cleared and replaced by the original text. Click **Return** to return to the summary page and move on to the next section.

**Section Status: Completed**

**Content saved.**

1. Review Guidance

[View Step 2 Adjustment Guidance](#) Refer to §26.45 (d) Step 2
2. Confirm Step 1 Base Goal Figure

**4.3%** (this is the goal calculated in the previous section)
3. Select Step 2 Adjustment Approach

Select an adjustment approach. Some approaches require the entry of additional information; click **Save Data Entered** where applicable to lock in entered.

**Save Content Updates** **Return to Main Goal Page**

☐ Not enough historical data on DBE participation is available to reference to make an adjustment to the Step 1 base figure. The value of **4.3%** will be used.

**Go to next step**

[Edit Section](#) **Completed**

# DBE Goal Setting Tool - Part 5: Breakout of Estimated "Race and Gender Neutral" (RN) and "Race and Gender Conscious" (RC) Participation

The screenshot displays the DBE Goal Setting Tool interface. The browser address bar shows the URL: <https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp>. The interface is divided into several sections:

- Part 3: Step 1 Goal Calculation: Actual Relative Availability of DBEs**  
Edit Section (Completed)  
Base DBE Goal: **4.3%**
- Part 4: Step 2 Adjustments to Step 1 Base Figure**  
Edit Section (Completed)  
Final DBE Goal: **5.2%**
- Part 5: Breakout of Estimated "Race and Gender Neutral" (RN) and "Race and Gender Conscious" (RC) Participation**  
Fill In Section (Pending Fill In)  
Race Conscious Goal: **Not set yet**  
Race Neutral Goal: **Not set yet**
- Part 6: Consultation**  
Fill In Section (Pending Fill In)
- Part 7: Public Notice Language**  
Fill In Section (Pending Fill In)
- Part 8: Final Output**  
View Final Output

A yellow arrow points to the "Fill In Section" button for Part 5. A "Delete" button is located at the bottom right of the interface.



# DBE Goal Setting Tool - Part 5:

## Breakout of Estimated "Race and Gender Neutral" (RN) and "Race and Gender Conscious" (RC) Participation

https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp

FAA Civil Rights Connect

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cibic, Nancy (FAA) - Outl... Home DOT Intranet Web Slice Gallery

Part 3: Step 1 Goal Calculation: Actual Relative Availability of DBEs

CLOSE

### Breakout of Estimated "Race and Gender Neutral" (RN) and "Race and Gender Conscious" (RC) Participation

Follow the list of five steps below to complete the process. When making any updates to the narrative text, click **Save Updates**. To start over, click **Reset Section**; all prior content will be cleared and replaced by the original text. Click **Return** to return to the summary page and move on to the next section.

We have inserted instructions and notes in italics and/or brackets. Recipients should not put this italicized or bracketed material into their documents. Edit the content to remove this text and/or update accordingly with your own narrative.

Section Status: **Incomplete**

1. Review Guidance

[View Race Neutral/Race Conscious Guidance](#) Refer to §26.51
2. Confirm Overall DBE Goal

**5.2%** (this is the goal calculated in the previous section)
3. Select Race Neutral/Race Conscious Approach(es)

Select Race Neutral/Race Conscious approaches to include in your goal (check all applicable checkboxes). You must show how you calculated each portion in the narrative section, including the basis of the estimated breakout of Race and Gender Neutral (RN) and Race and Gender Conscious (RC) DBE participation.

  - ☒ Past participation exceeds the goal
  - ☐ Use of DBE prime contractor(s)
  - ☐ Outreach to small businesses
  - ☐ No history of DBE participation or over-achievement of goals
  - ☐ Another approach

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# DBE Goal Setting Tool - Part 5:

## Breakout of Estimated "Race and Gender Neutral" (RN) and "Race and Gender Conscious" (RC) Participation

The screenshot shows the 'Part 3: Step 1 Goal Calculation: Actual Relative Availability of DBEs' window. A yellow arrow points to the 'Past participation exceeds the goal' checkbox, which is checked. Below it are four unchecked checkboxes: 'Use of DBE prime contractor(s)', 'Outreach to small businesses', 'No history of DBE participation or over-achievement of goals', and 'Another approach'. Section 4, 'Enter Race Conscious Goal', has a text input field with '4' and a '%' sign. Section 5, 'Enter Race Neutral Goal', has a text input field with '1.2' and a '%' sign. Section 6, 'Add Race Neutral/Race Conscious approach(es) and goals to narrative', includes a 'Save & Add to Narrative' button. A modal dialog box titled 'Message from webpage' is open, asking 'Apply select approach(es)? Any edited content will be overwritten?' with 'OK' and 'Cancel' buttons. A yellow arrow points to the 'OK' button. On the left, four yellow arrows point to the 'Past participation exceeds the goal' checkbox, the 'Enter RC goal' input, the 'Enter RN goal' input, and the 'Save & Add to Narrative' button.

Part 3: Step 1 Goal Calculation: Actual Relative Availability of DBEs

☒ Past participation exceeds the goal

☐ Use of DBE prime contractor(s)

☐ Outreach to small businesses

☐ No history of DBE participation or over-achievement of goals

☐ Another approach

4. Enter Race Conscious Goal

Enter the race conscious goal number based on approach chosen:

4 %

5. Enter Race Neutral Goal

Enter the race neutral goal number based on approach chosen:

1.2 %

6. Add Race Neutral/Race Conscious approach(es) and goals to narrative

Click **Save & Add to Narrative**. Sample narrative text corresponding to the approach(es) selected above will populate in the edit box below along with all additional data and numbers filled in. Review the narrative content, edit as needed, and click **Save Content Updates** to lock in the text.

**Save & Add to Narrative**

Message from webpage

? Apply select approach(es)? Any edited content will be overwritten?

OK Cancel

# DBE Goal Setting Tool - Part 5: Breakout of Estimated "Race and Gender Neutral" (RN) and "Race and Gender Conscious" (RC) Participation

Part 3: Step 1 Goal Calculation: Actual Relative Availability of DBEs

CLOSE

Breakout of Estimated "Race and Gender Neutral" (RN) and "Race and Gender Conscious" (RC) Participation

The City will meet the maximum feasible portion of the overall goal by using race neutral 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. Providing assistance in overcoming limitations such as inability to obtain bonding or financing;
3. Providing technical assistance and other services;
4. Carrying out information and communications programs on contracting procedures and specific contract opportunities;
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 DBE directory, through print and electronic means, to the widest feasible universe of potential prime contractors;
9. Assist DBEs and other small businesses, to develop their capability to utilize emerging technology and conduct business through electronic media.

City of Abbeville estimates that in meeting the established overall goal of 5.2%, it will obtain 1.2% from RN participation and 4.0% through race conscious measures.

*[Show how you calculated each portion. Add a narrative of the basis of the estimated breakout of Race and Gender Neutral (RN) and Race and Gender Conscious (RC) DBE participation. For example.]*

This breakout is based on: *[You must include supporting information for your recommendation; the following are examples you may consult when explaining your RC/RN breakout, if applicable]*

In *[Fill in Fiscal Year period]*, City of Abbeville accomplishments exceeded the goal by *[Enter percent]*%, which may be construed as evidence of race-neutral participation. Therefore, 1.2% of the 5.2% goal is expected through race-neutral means and the remaining 4.0% is to be obtained by race-conscious measures.

City of Abbeville will adjust the estimated breakout of race neutral and race conscious DBE participation as needed to reflect actual DBE participation (see §26.51(f)) and track and report race neutral and race conscious participation separately. For

body div

Reset Section

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# DBE Goal Setting Tool - Part 5: Breakout of Estimated "Race and Gender Neutral" (RN) and "Race and Gender Conscious" (RC) Participation

Part 3: Step 1 Goal Calculation: Actual Relative Availability of DBEs

Save

Save Content Updates

Return to Main Goal Page

Go to Next Section

Text is edited

The breakout of Estimated "Race and Gender Neutral" (RN) and "Race and Gender Conscious" (RC) Participation

The City will meet the maximum feasible portion of the overall goal by using race neutral 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. Providing assistance in overcoming limitations such as inability to obtain bonding or financing;
3. Providing technical assistance and other services;
4. Carrying out information and communications programs on contracting procedures and specific contract opportunities;
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 DBE directory, through print and electronic means, to the widest feasible universe of potential prime contractors;
9. Assist DBEs and other small businesses, to develop their capability to utilize emerging technology and conduct business through electronic media.

The City estimates that in meeting the established overall goal of 5.2%, it will obtain 1.2% from RN participation and 4.0% through race conscious measures. This estimate is based on the City over-exceeding it's past goals averaging 1.2% which is evidence of race-neutral participation.

The City will adjust the estimated breakout of race neutral and race conscious DBE participation as needed to reflect actual DBE participation (see §26.51(f)) and track and report race neutral and race conscious 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.

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# DBE Goal Setting Tool - Part 6: Consultation

The screenshot displays the FAA Civil Rights Connect web application. The browser address bar shows the URL: <https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp>. The application interface includes a top navigation bar with 'File', 'Edit', 'View', 'Favorites', 'Tools', and 'Help' menus. Below this is a 'Suggested Sites' section with links to 'Lexmark X954', 'Cibic, Nancy (FAA) - Out...', 'Home DOT Intranet', and 'Web Slice Gallery'. The main content area is divided into sections for setting DBE goals. The 'Part 6: Consultation' section is highlighted with a large yellow arrow. This section contains a 'Fill In Section' button and a 'Pending Fill In' status indicator. Other sections include 'Part 4: Step 2 Adjustments to Step 1 Base Figure' (Completed), 'Part 5: Breakout of Estimated "Race and Gender Neutral" (RN) and "Race and Gender Conscious" (RC) Participation' (Completed), and 'Part 7: Public Notice Language' (Pending Fill In). The 'Part 8: Final Output' section has a 'View Final Output' button. A 'Delete' button is located at the bottom right of the main content area. The footer of the application displays 'Contact Customer Support | © 2018 B2Gnow'.

FAA Civil Rights Connect

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cibic, Nancy (FAA) - Out... Home DOT Intranet Web Slice Gallery

Part 4: Step 2 Adjustments to Step 1 Base Figure

Base DBE Goal: **4.3%**

Part 5: Breakout of Estimated "Race and Gender Neutral" (RN) and "Race and Gender Conscious" (RC) Participation

Race Conscious Goal: **4.0%**

Race Neutral Goal: **1.2%**

Part 6: Consultation

Part 7: Public Notice Language

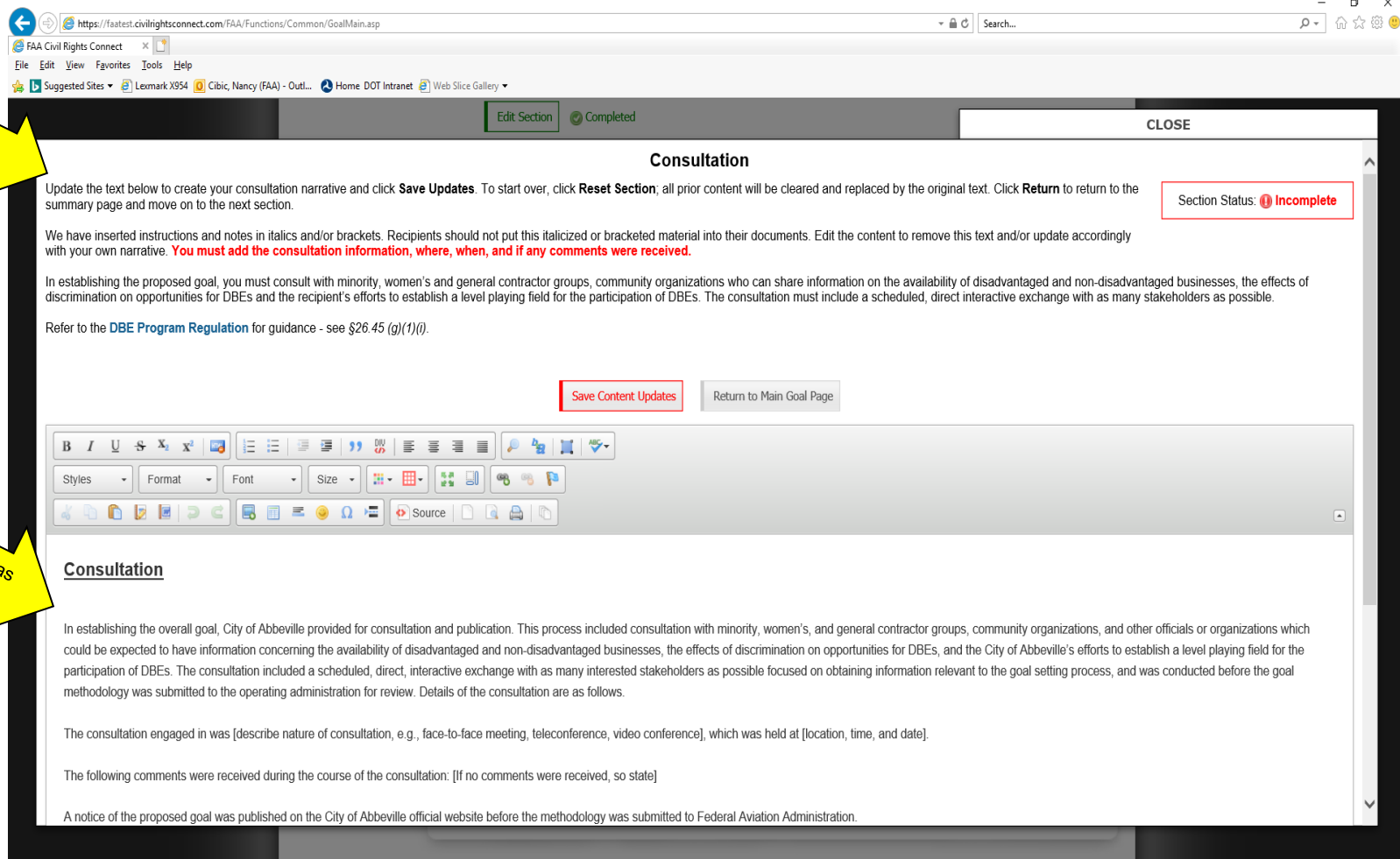
Part 8: Final Output

View Final Output

Delete

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# DBE Goal Setting Tool - Part 6: Consultation



Update the text below to create your consultation narrative and click **Save Updates**. To start over, click **Reset Section**; all prior content will be cleared and replaced by the original text. Click **Return** to return to the summary page and move on to the next section.

We have inserted instructions and notes in *italics* and/or brackets. Recipients should not put this italicized or bracketed material into their documents. Edit the content to remove this text and/or update accordingly with your own narrative. **You must add the consultation information, where, when, and if any comments were received.**

In establishing the proposed goal, you must consult with minority, women's and general contractor groups, community organizations who can share information on the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs and the recipient's efforts to establish a level playing field for the participation of DBEs. The consultation must include a scheduled, direct interactive exchange with as many stakeholders as possible.

Refer to the [DBE Program Regulation](#) for guidance - see §26.45 (g)(1)(i).

**Section Status: ! Incomplete**

**Save Content Updates** **Return to Main Goal Page**

**Consultation**

In establishing the overall goal, City of Abbeville provided for consultation and publication. This process included 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 of Abbeville's efforts to establish a level playing field for the participation of DBEs. The consultation included a scheduled, direct, interactive exchange with as many interested stakeholders as possible focused on obtaining information relevant to the goal setting process, and was conducted before the goal methodology was submitted to the operating administration for review. Details of the consultation are as follows.

The consultation engaged in was [describe nature of consultation, e.g., face-to-face meeting, teleconference, video conference], which was held at [location, time, and date].

The following comments were received during the course of the consultation: [If no comments were received, so state]

A notice of the proposed goal was published on the City of Abbeville official website before the methodology was submitted to Federal Aviation Administration.

# DBE Goal Setting Tool - Part 6: Consultation

The screenshot shows the FAA Civil Rights Connect web application. The browser address bar displays <https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp>. The page title is "FAA Civil Rights Connect". The interface includes a top navigation bar with "Edit Section" (green), "Completed" (green), and "CLOSE" (white). Below this is a toolbar with a "Save" button (yellow arrow pointing to it), a "Save Content Updates" button (red), and a "Return to Main Goal Page" button (grey). A yellow arrow points from the "Go to Next Section" text to the "Return to Main Goal Page" button. The main content area has a rich text editor toolbar and a text area containing the following text:

**Consultation**

In establishing the overall goal, the City provided for consultation and publication. This process included 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 of Abbeville's efforts to establish a level playing field for the participation of DBEs. The consultation included a scheduled, direct, interactive exchange with as many interested stakeholders as possible focused on obtaining information relevant to the goal setting process, and was conducted before the goal methodology was submitted to the operating administration for review. Details of the consultation are as follows.

The consultation engaged in was a meeting at the City public office on April 1, 2019 at 10:00 am. Two prime contractors stated the goal was achievable. A list of attendees at the meeting will be uploaded to FAA Connect.

A notice of the proposed goal was published on the City official website before the methodology was submitted to Federal Aviation Administration.

Following the consultation, a notice was published in the Sun Times regarding the proposed overall goal, informing the public that the proposed goal and its rationale are available for inspection during normal business hours at the City offices for 30 days following the date of the notice, and informing the public that the City will accept comments on the goals for 30 days from the date of the notice.

If the proposed goal changes following review by Federal Aviation Administration, the revised goal will be posted on the City official website.

Notwithstanding paragraph (f)(4) of §26.45, the City's proposed goals will not be implemented until this requirement has been met.

Yellow callout boxes with arrows point to the "Save" button, the "Go to Next Section" text, and the "Text is edited" text.



# DBE Goal Setting Tool Part 7: Public Notice Language

The screenshot shows a web browser window with the URL <https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp>. The browser's address bar and tabs are visible. The main content area displays a progress bar with eight steps:

- Part 3: Step 1 Goal Calculation: Actual Relative Availability of DBEs  
[Edit Section](#) Completed  
Base DBE Goal: **4.3%**
- Part 4: Step 2 Adjustments to Step 1 Base Figure  
[Edit Section](#) Completed  
Final DBE Goal: **5.2%**
- Part 5: Breakout of Estimated "Race and Gender Neutral" (RN) and "Race and Gender Conscious" (RC) Participation  
[Edit Section](#) Completed  
Race Conscious Goal: **4.0%**  
Race Neutral Goal: **1.2%**
- Part 6: Consultation  
[Edit Section](#) Completed
- Part 7: Public Notice Language  
[Fill In Section](#) Pending Fill In
- Part 8: Final Output  
[View Final Output](#)

A large yellow arrow points from the left towards Part 7. At the bottom right, there is a "Delete" button. The footer of the page reads "Contact Customer Support | © 2018 B2Gnow".

# DBE Goal Setting Tool Part 7: Public Notice Language (Public Notice is Optional – Posting on Website is Required)

Read

FAA Civil Rights Connect

https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp

Part 3: Step 1 Goal Calculation: Actual Relative Availability of DBEs

CLOSE

**Sample Public Notice Language:**

Update the text below to create your public notice and click **Save Updates**. To start over, click **Reset Section**; all prior content will be cleared and replaced by the original text. Click **Return** to return to the summary page and move on to the next section.

We have inserted instructions and notes in italics and/or brackets. Recipients should not put this italicized or bracketed material into their documents. Edit the content to remove this text and/or update accordingly with your own narrative. **You must add the consultation information and addresses for where to send comments in order for your notice to be complete.**

Refer to the [DBE Program Regulation](#) for guidance - see §26.45 (g)(1)(ii).

**Save Content Updates** **Return to Main Goal Page**

Section Status: **Incomplete**

**Sample Public Notice Language**

PUBLIC NOTICE

City of Abbeville hereby announces its proposed Disadvantaged Business Enterprise (DBE) participation goal of 5.2% for FAA-funded contracts/agreements. The proposed goal pertains to federal fiscal years 2019 through 2021 (10/1/2018 - 9/30/2021). A [meeting/teleconference/etc.] will be held on [date, time, location/contact instructions] for the purpose of consulting with stakeholders to obtain information relevant to the goal-setting process.

[Optional wording for use when publishing goal information in a periodical] The proposed goal and its attendant methodology are available for inspection between [8:00 a.m.] and [5:00 p.m.] Monday through Friday at [location's name and address] 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:

[DBELO name] [Address Line 1]	OR	Federal Aviation Administration Office of Civil Rights
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Edit text as needed



# DBE Goal Setting Tool Part 7: Public Notice Language

Part 3: Step 1 Goal Calculation: Actual Relative Availability of DBEs

Save

Save Content Updates

Return to Main Goal Page

Go to Next Section

Text is edited

**Sample Public Notice Language**

PUBLIC NOTICE

The City of \_\_\_ hereby announces its proposed Disadvantaged Business Enterprise (DBE) participation goal of 5.2% for FAA-funded contracts/agreements. The proposed goal pertains to federal fiscal years 2019 through 2021 (10/1/2018 - 9/30/2021). A meeting will be held on April 19, 2019 at 10:00 a.m. for the purpose of consulting with stakeholders to obtain information relevant to the goal-setting process.

The proposed goal and its attendant methodology are available for inspection between 8:00 a.m. and 5:00 p.m. Monday through Friday at City Mayors Office, Address, City, State, 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:

Mary Jane Doe DBELO Carlisle Airport 12 Fun Times Street Carlisle, IL 60666 <a href="mailto:maryjdoe@cs.com">maryjdoe@cs.com</a>	OR	Federal Aviation Administration Office of Civil Rights Room 440 Attn: Nancy Cibic 2300 E. Devon Avenue Des Plaines, IL 60018 <a href="mailto:nancy.cibic@faa.gov">nancy.cibic@faa.gov</a>
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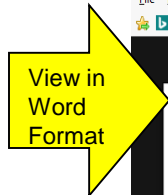
# DBE Goal Setting Tool Part 8: Final Output

The screenshot displays the FAA Civil Rights Connect web application. The browser address bar shows the URL: <https://fastest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp?AirportID=4E793FE5FCB3067FEC2818EE47B2A863738AA7381740AF38&GoalID=AC7D123B34ADB4CAD6F3C14995F6D65803A0673A8158B75>. The interface shows a progress list of sections, all marked as 'Completed' with green checkmarks and 'Edit Section' buttons:

- Part 1: Base DBE Goal: **4.3%**
- Part 4: Step 2 Adjustments to Step 1 Base Figure  
Final DBE Goal: **5.2%**
- Part 5: Breakout of Estimated "Race and Gender Neutral" (RN) and "Race and Gender Conscious" (RC) Participation  
Race Conscious Goal: **4.0%**  
Race Neutral Goal: **1.2%**
- Part 6: Consultation
- Part 7: Public Notice Language
- Part 8: Final Output

A large yellow arrow points from the left towards the 'View Final Output' button located below the 'Part 8: Final Output' section. A 'Delete' button is visible at the bottom right of the main content area. The footer of the application reads: 'Contact Customer Support | © 2018 B2Gnow'.

# DBE Goal Setting Tool Part 8: Final Output



https://faatest.civilrightsconnect.com/FAA/Functions/Common/GoalMain.asp?AirportID=4E793FE5FCB306E7FEC2818EE47B2A863738AA7381740AF38&GoalID=AC7D123B34ADB4CAD6F3C14995F6D65803A0673A8158B75

FAA Civil Rights Connect

File Edit View Favorites Tools Help

Suggested Sites Lexmark X954 Cibic, Nancy (FAA) - Outl... Home DOT Intranet Web Slice Gallery

Edit Section Completed CLOSE

View in Word Format

## Overall DBE Three-Year Goal Methodology

**Name of Recipient:** City of Abbeville

**Goal Period:** FY 2019-21 (10/1/2018 through 9/30/2021)

**DOT-assisted contract amounts:**

Year 1	\$1,234,578
Year 2	\$839,245
Year 3	\$2,345,980
Totals	\$4,419,803

**Overall Three-Year Goal:** 5.2%, to be accomplished through 4.0% Race Conscious and 1.2% Race Neutral

**Total dollar amount to be expended on DBEs:** \$192,198

**Describe the Number and Type of Contracts that the airport anticipates awarding:**

Contracts in Fiscal Year #1

1. New Admin Building - \$1,234,578

Contracts in Fiscal Year #2

1. New Taxiway - \$839,245

Contracts in Fiscal Year #3

1. Runway Rehab - \$2,345,980

**Market Area:**

# DBE Goal Setting Tool Part 8: Final Output

**Review Text, edit as needed**

**Overall DBE Three-Year Goal Methodology**

Name of Recipient: City of Abbeville

Goal Period: FY 2019-21 (10/1/2018 through 9/30/2021)

DOT-assisted contract amounts:

Year 1	\$1,234,578	
Year 2	\$839,245	
Year 3	\$2,345,980	
Totals	\$4,419,803	

Overall Three-Year Goal: 5.2%, to be accomplished through 4.0% Race Conscious and 1.2% Race Neutral

Total dollar amount to be expended on DBEs: \$192,198

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

Contracts in Fiscal Year #1

1. New Admin Building - \$1,234,578

Contracts in Fiscal Year #2

1. New Taxiway - \$839,245

Contracts in Fiscal Year #3

1. Runway Rehab - \$2,345,980

**Market Area:**

Market area is the Counties of Cook and Kane.

**Step 1. Actual relative availability of DBEs**

The base figure for the relative availability was calculated as follows:

The Recipient used the State UCP directory and Census Bureau Data (<https://factfinder.census.gov/faces/nav/jsf/pages/searchresults.xhtml>) to determine Step 1 of the goal.

**Weighted Availability of DBE firms:**

**Fiscal Year #1**

For 10/1/2018 - 9/30/2019, award of the following is anticipated:

Project Name	Trade Description	NAICS Description	NAICS	Trade (\$)	Census Directory	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
New Admin Building	New Admin Building	Airport building construction	236220	\$1,234,578	3	82	3.7% \$45,167
New Admin Building				\$1,234,578		3.7%	\$45,167
Year 1 Total				\$1,234,578		3.7%	\$45,167

**Fiscal Year #2**

For 10/1/2019 - 9/30/2020, award of the following is anticipated:

Project Name	Trade Description	NAICS Description	NAICS	Trade (\$)	Census Directory	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
New Taxiway	New Taxiway	Airport construction	237310	\$839,245	4	103	3.9% \$32,592
New Taxiway				\$839,245		3.9%	\$32,592
Year 2 Total				\$839,245		3.9%	\$32,592

**Fiscal Year #3**

For 10/1/2020 - 9/30/2021, award of the following is anticipated:

Project Name	Trade Description	NAICS Description	NAICS	Trade (\$)	Census Directory	DBE (%)	DBE (\$) (= Trade \$ x DBE %)
Runway Rehab	Runway Rehab	Resurfacing, highway, road, street, bridge or airport runway	237310	\$2,345,980	6	123	4.9% \$114,438
Runway Rehab				\$2,345,980		4.9%	\$114,438
Year 3 Total				\$2,345,980		4.9%	\$114,438

The base goal projection after weighting is as follows:

- Total Weighted DBE Availability: **\$192,198**
- Total for All Trades: **\$4,419,803**

# DBE Goal Setting Tool Part 8: Final Output

- Save final output to file
- Upload to the DBE goal section of FAA Connect
- A future update to the goal setting tool will allow for auto upload to the goal section of FAA Connect
- Contact FAA Regional Specialist if you have any questions.

# FAA Office of Civil Rights Website

## Federal Aviation Administration-Office of Civil Rights

[http://www.faa.gov/about/office\\_org/headquarters\\_offices/acr/](http://www.faa.gov/about/office_org/headquarters_offices/acr/)

## Training site

[https://www.faa.gov/about/office\\_org/headquarters\\_offices/acr/eeo\\_training/airport\\_civil\\_rights\\_training\\_conference/](https://www.faa.gov/about/office_org/headquarters_offices/acr/eeo_training/airport_civil_rights_training_conference/)

<b>Team Lead</b>	Gene Roth	404-305-5256	<a href="mailto:Gene.e.roth@faa.gov">Gene.e.roth@faa.gov</a>	FAA Southern Regional Office <u>Office of Civil Rights</u> , ASO-9-1701 Columbia Ave College Park, GA 30337
<b>Alaskan Region</b> – Alaska and temporarily Nevada in the Western-Pacific Region	Sonia Cruz	424-405-7206	<a href="mailto:sonia.cruz@faa.gov">sonia.cruz@faa.gov</a>	FAA Western-Pacific Regional Office <u>Office of Civil Rights</u> 777 S. Aviation Blvd, Suite #150 El Segundo, CA 90245
<b>Central Region</b> – Iowa, Kansas, Missouri, Nebraska and temporarily Northern California in the Western-Pacific Region	Ofelia Medina	424-405-7205	<a href="mailto:ofelia.medina@faa.gov">ofelia.medina@faa.gov</a>	
<b>Eastern Region</b> – Delaware, Maryland, New Jersey, New York, Pennsylvania, Virginia, West Virginia and temporarily Arizona in the Western-Pacific Region	Alexander Horton	954-641-6637	<a href="mailto:alexander.horton@faa.gov">alexander.horton@faa.gov</a>	Certificate Management Office (CMO-29) 2895 SW 145 <sup>th</sup> Ave, Suite #291 Miramar, FL 33027
<b>Great Lakes Region</b> – Illinois, Indiana, Michigan, Minnesota, North Dakota, Ohio, South Dakota, Wisconsin	Nancy Cibic	847-294-7182	<a href="mailto:nancy.cibic@faa.gov">nancy.cibic@faa.gov</a>	FAA Great Lakes Regional Office <u>Office of Civil Rights</u> , AGL-9 2300 E. Devon Ave Des Plaines, IL 60018
<b>New England Region</b> – Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont and temporarily Southern California in the Western-Pacific Region	Thomas Knox	424-405-7208	<a href="mailto:thomas.knox@faa.gov">thomas.knox@faa.gov</a>	FAA Western-Pacific Regional Office <u>Office of Civil Rights</u> 777 S. Aviation Blvd, Suite #150 El Segundo, CA 90245
<b>Northwest Mountain Region</b> – Colorado, Idaho, Montana, Oregon, Utah, Washington, Wyoming	Sonia Cruz	424-405-7206	<a href="mailto:sonia.cruz@faa.gov">sonia.cruz@faa.gov</a>	
<b>Southern Region</b> – Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee, Puerto Rico, Virgin Islands	Keturah Pristell	404-305-5734	<a href="mailto:keturah.pristell@faa.gov">keturah.pristell@faa.gov</a>	FAA Southern Regional Office <u>Office of Civil Rights</u> , ASO-9 1701 Columbia Ave College Park, GA 30337
<b>Southwest Region</b> – Arkansas, Louisiana, New Mexico, Oklahoma, Texas	Dolores Leyva	817-222-5034	<a href="mailto:dolores.leyva@faa.gov">dolores.leyva@faa.gov</a>	FAA Southwest Regional Office <u>Office of Civil Rights</u> 10101 Hillwood Parkway Fort Worth, TX 76177

# Thank You!