



HOUMA-TERREBONNE AIRPORT COMMISSION

Fiscal Years 2025-2027 DBE GOAL METHODOLOGY

Attachment F

**For the
Houma-Terrebonne Airport (HUM)**

For the period:

October 1, 2024 to September 30, 2027

DBE Point of Contact:

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July 24, 2024

Overall DBE Goal Methodology Update for FYs 2025-2027 Houma-Terrebonne Airport (HUM)

OVERALL GOALS (\$26.45)

Amount of goal:

Houma-Terrebonne Airport's overall goal for Fiscal Years 2025-2027 (October 1, 2024, to September 30, 2027) is **9.49%** of the Federal financial assistance that it will expend in DOT-assisted contracts with DBE contractors.

Number of Projects to be covered by this contract goal:

The Airport expects to fund six (6) DOT-assisted contracts during FYs 2025-2027:

1. 2025 Taxiway F Phase II Construction
2. 2025 Taxiway F Phase III Construction
3. 2025 West Apron Phase II Reconstruction
4. 2025 Airfield Vault & Beacon Design & Beacon Construction
5. 2026 West Apron Phase III Reconstruction
6. 2027 West Apron Phase IV Reconstruction

The first project (FY 2025 Taxiway Phase II F Construction) involves engineering, taxiway construction, pavement marking, taxiway lighting, and local trucking, with an estimated value of **\$3,600,000** (federal portion).

The second project (FY 2025 Taxiway Phase III F Construction) involves construction administration, taxiway construction, pavement marking, taxiway lighting, and local trucking, with an estimated value of **\$2,940,000** (federal portion).

The third project (FY 2025 West Apron Phase II Reconstruction) involves construction administration, apron construction, pavement marking, lighting, and local trucking, with an estimated value of **\$4,950,000** (federal portion).

The fourth project (FY 2025 Airfield Vault & Beacon Design & Beacon Construction) includes electrical design and electrical contractors, with an estimated value of **\$590,000** (federal portion).

The fifth project (FY 2026 West Apron Phase III Reconstruction) involves construction administration, apron construction, pavement marking, lighting, and local trucking, with an estimated value of **\$4,950,000** (federal portion).

The last project (FY 2027 West Apron Phase IV Reconstruction) involves construction administration, apron construction, pavement marking, lighting, and local trucking, with an estimated value of **\$4,500,000** (federal portion).



The total anticipated Federal allocation is **\$21,530,000**. The Airport has set a goal of expending **\$2,043,711** with certified DBE firms yielding a participation rate of **9.49%**.

Market Area:

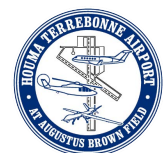
After careful research of the historical bidding practices and responses to requests for similar services, the Houma-Terrebonne Airport has determined that its market area is made up of the following Parishes/Counties:

Jefferson Parish, Louisiana
Lafourche Parish, Louisiana
Orleans Parish, Louisiana
St. Charles Parish, Louisiana
Terrebonne Parish, Louisiana

The analysis prepared in determining this included a review of the responses to advertised opportunities for similar projects awarded by the Houma-Terrebonne Airport Commission over the last several years. This period includes the following projects:

1. **FY 2017 Taxiway K Construction:** The successful bidder for this project was located in Terrebonne Parish, LA, which is within the HUM market area.
2. **FY 2020 Design of Taxiway F:** The successful bidder for this project was located outside of the HUM market area.
3. **FY 2021 West Apron Design:** The successful bidder for this project was located in Terrebonne Parish, LA, within the HUM market area.
4. **FY 2021 West Apron Rehabilitation:** The successful bidder for this project was located in Terrebonne Parish, LA, within the HUM market area.
5. **FY 2022 Taxiway F Reconstruction:** The successful bidder for this project was located in Terrebonne Parish, LA, within the HUM market area.
6. **FY 2023 Master Plan Update and AGIS:** The successful bidder for this project was located outside of the HUM market area.

As can be seen by this analysis, the majority of successful respondents are located within the identified market area and the substantial majority of contracting dollars has been expended in the same area. Consequently, the Airport has determined that the appropriate Market Area is the five parish area described previously.



Method:

In accordance with the current FAA and DOT guidance, the Houma-Terrebonne Airport is utilizing a two-step process in setting its goals for FYs 2025-2027. The first step examines the relative availability of DBE firms in the established Market Area and the second step allows for adjustments to the relative availability based on:

- Information from available Disparity Studies
- Information gained from research and outreach with:
 - Organizations servicing or representing DBE's,
 - Federal, State and Local agencies that procure services,
 - Agencies charged with enforcing Civil Rights Law
 - State and Local Agencies responsible for minority/women's affairs
- Historical accomplishments of the Airport's DBE program

Relative Availability:

The following documents the relative availability for the project and will be used in the overall calculation of relative availability for the goals for FYs 2025-2027.

The following is a summary of the method used to calculate this goal:

Step 1: The method used to calculate the relative availability of DBEs for Step 1 in this process is 26.45(c) (1) DBE Directories and Census Bureau Data. The base figure was determined by dividing the total DBE firms in the local market area by the total of all firms (both compiled according to the relevant NAICS/SIC project codes). The following tables identify the main components of the projects broken down by trade with appropriate NAICS codes.



This project will undertake Phase II construction of Taxiway F and should provide opportunities for DBE participation as documented in the following table:

¹ Weighting factor is based on % of total project costs in each category.

$$\text{Base Figure} = \frac{\% \text{ Con Admin} \times \# \text{ DBE} - \text{Local Market (20)}}{\# \text{ All Firms (269)}} + \frac{\% \text{ Twy Constr} \times \# \text{ DBE} - \text{Local Market (4)}}{\# \text{ All Firms (30)}}$$

$$\frac{\% \text{ Pvmt Mark} \times \# \text{ DBE} - \text{Local Market (0)}}{\# \text{ All Firms (30)}} + \frac{\% \text{ Elec} \times \# \text{ DBE} - \text{Local Market (16)}}{\# \text{ All Firms (228)}}$$

$$\frac{\% \text{ Trucking} \times \# \text{ DBE} - \text{Local Market} (20)}{\# \text{ All Firms} (92)}$$

Base Figure = $(10\% \times 20/269) + (60\% \times 4/30) + (10\% \times 0/30) + (10\% \times 16/228) + (10\% \times 20/92) = 11.62\%$



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consulting associates for airports



Project 2 –Taxiway F Phase III Construction (FY 2025)

This project will undertake Phase III construction of Taxiway F and should provide opportunities for DBE participation as documented in the following table:

NAICS code	Work Item	Weighting Factor ¹	DBEs in Market Area	All Available Firms	Relative Availability
541330	Construction Admin Services	10%	20	269	0.74%
237310	Taxiway-Heavy Civil Construction	60%	4	30	8.00%
237310	Pavement Marking (LA code 732)	10%	0	30	0.00%
238210	Electrical Contractors	10%	16	228	0.70%
484110	Trucking-Local	10%	20	92	2.17%
	Totals for this Contract	100.0%	60	649	11.62%

¹ Weighting factor is based on % of total project costs in each category.

The estimate for this project is **\$2,940,000** (federal portion). As identified in the above table, the relative availability of DBE contractors in the HUM MSA includes construction administration, taxiway-heavy civil construction, pavement marking, and local trucking. Therefore, the baseline DBE goal for this contract should be weighted to reflect potential DBE participation more accurately, as shown below.

$$\begin{aligned}
 \text{Base Figure} = & \frac{\% \text{ Con Admin} \times \# \text{ DBE} - \text{Local Market (20)}}{\# \text{ All Firms (269)}} + \frac{\% \text{ Twy Constr} \times \# \text{ DBE} - \text{Local Market (4)}}{\# \text{ All Firms (30)}} \\
 & + \frac{\% \text{ Pvmt Mark} \times \# \text{ DBE} - \text{Local Market (0)}}{\# \text{ All Firms (30)}} + \frac{\% \text{ Elec} \times \# \text{ DBE} - \text{Local Market (16)}}{\# \text{ All Firms (228)}} \\
 & + \frac{\% \text{ Trucking} \times \# \text{ DBE} - \text{Local Market (20)}}{\# \text{ All Firms (92)}}
 \end{aligned}$$

$$\text{Base Figure} = (10\% \times 20/269) + (60\% \times 4/30) + (10\% \times 0/30) + (10\% \times 16/228) + (10\% \times 20/92) = 11.62\%$$

This calculation provides a Base Figure of **11.62%** for Project 2.



Project 3 – West Apron Reconstruction, Phase II (FY 2025)

This project involves Phase II reconstruction of the West Apron. It should provide opportunities for DBE participation as documented in the following table:

NAICS code	Work Item	Weighting Factor ¹	DBEs in Market Area	All Available Firms	Relative Availability
541330	Construction Admin Services	10%	20	269	0.74%
237310	Taxiway-Heavy Civil Construction	60%	4	30	8.00%
237310	Pavement Marking (LA code 732)	10%	0	30	0.00%
238210	Electrical Contractors	10%	16	228	0.70%
484110	Trucking-Local	10%	20	92	2.17%
	Totals for this Contract	100.0%	60	649	11.62%

¹ Weighting factor is based on % of total project costs in each category.

The estimate for this project is **\$4,950,000** (federal portion). As identified in the above table, the relative availability of DBE contractors in the HUM MSA includes construction administration, taxiway-heavy civil construction, pavement marking, and local trucking. Therefore, the baseline DBE goal for this contract should be weighted to reflect potential DBE participation more accurately, as shown below.

$$\begin{aligned}
 \text{Base Figure} = & \frac{\% \text{ Con Admin} \times \# \text{ DBE} - \text{Local Market (20)}}{\# \text{ All Firms (269)}} + \frac{\% \text{ Twy Constr} \times \# \text{ DBE} - \text{Local Market (4)}}{\# \text{ All Firms (30)}} \\
 & + \frac{\% \text{ Pvmt Mark} \times \# \text{ DBE} - \text{Local Market (0)}}{\# \text{ All Firms (30)}} + \frac{\% \text{ Elec} \times \# \text{ DBE} - \text{Local Market (16)}}{\# \text{ All Firms (228)}} \\
 & + \frac{\% \text{ Trucking} \times \# \text{ DBE} - \text{Local Market (20)}}{\# \text{ All Firms (92)}}
 \end{aligned}$$

$$\text{Base Figure} = (10\% \times 20/269) + (60\% \times 4/30) + (10\% \times 0/30) + (10\% \times 16/228) + (10\% \times 20/92) = 11.62\%$$

This calculation provides a Base Figure of **11.62%** for Project 3.



Project 4 – Airfield Vault & Beacon Design & Beacon Construction (FY 2025)

This project will undertake design and construction of the airfield vault and beacon and should provide opportunities for DBE participation as documented in the following table:

NAICS code	Work Item	Weighting Factor ¹	DBEs in Market Area	All Available Firms	Relative Availability
541330	Engineering Design	15%	20	269	1.12%
238210	Electrical Contractors	85%	16	228	5.96%
	Totals for this Contract	100.0%	36	497	7.08%

¹ Weighting factor is based on % of total project costs in each category.

The estimate for this project is **\$590,000** (federal portion). As identified in the above table, the relative availability of DBE contractors in the HUM MSA includes engineering design and electrical contractors. Therefore, the baseline DBE goal for this contract should be weighted to reflect potential DBE participation more accurately, as shown below.

$$\text{Base Figure} = \frac{\% \text{ Design} \times \# \text{ DBE} - \text{Local Market (20)}}{\# \text{ All Firms (269)}} + \frac{\% \text{ Elec} \times \# \text{ DBE} - \text{Local Market (16)}}{\# \text{ All Firms (228)}}$$

$$\text{Base Figure} = (15\% \times 20/269) + (85\% \times 16/228) = 7.08\%$$

This calculation provides a Base Figure of **7.08%** for Project 5.



Project 5 – West Apron Reconstruction, Phase II (FY 2026)

This project involves Phase III reconstruction of the West Apron. It should provide opportunities for DBE participation as documented in the following table:

NAICS code	Work Item	Weighting Factor ¹	DBEs in Market Area	All Available Firms	Relative Availability
541330	Construction Admin Services	10%	20	269	0.74%
237310	Taxiway-Heavy Civil Construction	60%	4	30	8.00%
237310	Pavement Marking (LA code 732)	10%	0	30	0.00%
238210	Electrical Contractors	10%	16	228	0.70%
484110	Trucking-Local	10%	20	92	2.17%
	Totals for this Contract	100.0%	60	649	11.62%

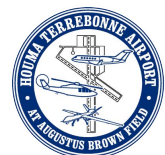
¹ Weighting factor is based on % of total project costs in each category.

The estimate for this project is **\$4,950,000** (federal portion). As identified in the above table, the relative availability of DBE contractors in the HUM MSA includes construction administration, taxiway-heavy civil construction, pavement marking, and local trucking. Therefore, the baseline DBE goal for this contract should be weighted to reflect potential DBE participation more accurately, as shown below.

$$\begin{aligned}
 \text{Base Figure} = & \frac{\% \text{ Con Admin} \times \# \text{ DBE} - \text{Local Market (20)}}{\# \text{ All Firms (269)}} + \frac{\% \text{ Twy Constr} \times \# \text{ DBE} - \text{Local Market (4)}}{\# \text{ All Firms (30)}} \\
 & + \frac{\% \text{ Pvmt Mark} \times \# \text{ DBE} - \text{Local Market (0)}}{\# \text{ All Firms (30)}} + \frac{\% \text{ Elec} \times \# \text{ DBE} - \text{Local Market (16)}}{\# \text{ All Firms (228)}} \\
 & + \frac{\% \text{ Trucking} \times \# \text{ DBE} - \text{Local Market (20)}}{\# \text{ All Firms (92)}}
 \end{aligned}$$

$$\text{Base Figure} = (10\% \times 20/269) + (60\% \times 4/30) + (10\% \times 0/30) + (10\% \times 16/228) + (10\% \times 20/92)$$

This calculation provides a Base Figure of **11.62%** for Project 4.



Project 6 – West Apron Reconstruction, Phase IV (FY 2027)

This project involves Phase IV reconstruction of the West Apron. It should provide opportunities for DBE participation as documented in the following table:

NAICS code	Work Item	Weighting Factor ¹	DBEs in Market Area	All Available Firms	Relative Availability
541330	Construction Admin Services	10%	20	269	0.74%
237310	Taxiway-Heavy Civil Construction	60%	4	30	8.00%
237310	Pavement Marking (LA code 732)	10%	0	30	0.00%
238210	Electrical Contractors	10%	16	228	0.70%
484110	Trucking-Local	10%	20	92	2.17%
	Totals for this Contract	100.0%	60	649	11.62%

¹ Weighting factor is based on % of total project costs in each category.

The estimate for this project is **\$4,500,000** (federal portion). As identified in the above table, the relative availability of DBE contractors in the HUM MSA includes construction administration, taxiway-heavy civil construction, pavement marking, and local trucking. Therefore, the baseline DBE goal for this contract should be weighted to reflect potential DBE participation more accurately, as shown below.

$$\begin{aligned}
 \text{Base Figure} = & \frac{\% \text{ Con Admin} \times \# \text{ DBE} - \text{Local Market (20)}}{\# \text{ All Firms (269)}} + \frac{\% \text{ Twy Constr} \times \# \text{ DBE} - \text{Local Market (4)}}{\# \text{ All Firms (30)}} \\
 & + \frac{\% \text{ Pvmt Mark} \times \# \text{ DBE} - \text{Local Market (0)}}{\# \text{ All Firms (30)}} + \frac{\% \text{ Elec} \times \# \text{ DBE} - \text{Local Market (16)}}{\# \text{ All Firms (228)}} \\
 & + \frac{\% \text{ Trucking} \times \# \text{ DBE} - \text{Local Market (20)}}{\# \text{ All Firms (92)}}
 \end{aligned}$$

$$\text{Base Figure} = (10\% \times 20/269) + (60\% \times 4/30) + (10\% \times 0/30) + (10\% \times 16/228) + (10\% \times 20/92) = 11.62\%$$

This calculation provides a Base Figure of **11.62%** for Project 6.

Data Sources:

- *DBEs in Local Market Area: State of Louisiana Department of Transportation and Development DBE directory for Federal Aid Projects in the following Louisiana parishes: Jefferson, Lafourche, Orleans, St Charles, and Terrebonne*
- *All Available Firms: U.S. Census Data website*



Weight Factors:

Following the procedures to add weight factors based on the individual project estimates, an additional weight factor is applied based on each project's percentage of the total amount of anticipated award construction dollars.

Project	Amount of Estimate	% of Total / Weight Factor
1-Taxiway F Ph II Construction (FY 2025)	\$3,600,000	16.7%
2-Taxiway F Ph III Construction (FY 2025)	\$2,940,000	13.7%
3-W Apron Reconstruction Ph II (FY 2025)	\$4,950,000	23.0%
4- Vault-Beacon Design-Constr (FY 2025)	\$590,000	2.7%
5- W Apron Reconstruct Ph III (FY 2026)	\$4,950,000	23.0%
6- W Apron Reconstruct Ph IV (FY 2027)	\$4,500,000	20.9%
Total	\$21,530,000	100.0%

Overall Base Figure:

The Overall Base Figure is calculated by multiplying each project's (contract) base figure by its weight factor and adding them together, as follows:

$$\begin{aligned}\text{Overall Base Figure} &= (0.167\% \times 0.1162\%) + (0.137\% \times 0.1162\%) + (0.23\% \times 0.1162\%) + \\ &\quad (0.027\% \times 0.0708\%) + (0.23\% \times 0.1162\%) + (0.209\% \times 0.1162\%) = \\ &= 1.94\% + 1.59\% + 2.67\% + 0.19\% + 2.67\% + 2.43\% = \mathbf{11.49\%}\end{aligned}$$

Overall Base Figure = 11.49%

Step 2: This step is intended to adjust the “base figure” percentage from Step 1 so that it reflects as accurately as possible the DBE participation the recipient would expect in the absence of discrimination.

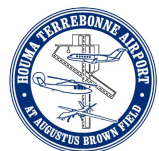
Disparity Studies:

First, the airport searched for availability of information from Disparity Studies. The Airport first performed an internet search which did not yield any relevant disparity studies.

Finding no available relevant data, the Airport contacted the following organizations via phone in July of 2024:

- South Central Planning Development Commission – Mr. Kevin Belanger, Chief Executive Officer
- South Louisiana Economic Council – Mr. Vic LaFont, President and CEO

Neither was able to provide any other documentation of disparity studies performed for the region.



Historical DBE Accomplishments:

Since none of these sources was able to provide the Airport with any available disparity study information and with the lack of any disparity study being performed in the region, the Airport must then look to historical performance and DBE goal accomplishment under previous FAA grants for similar types of construction. The airport reviewed its historical DBE participation achievement in order to ensure the goal's reasonableness. By averaging the median historical DBE participation rate with the relative availability calculated in Step 1, an adjusted DBE goal for the Fiscal Years 2025-2027 is calculated.

The historic overall DBE goals accomplished at the Airport for similar work in recent years that were examined relative to the above consideration are summarized below.

HUM Historical DBE Accomplishments for Similar DOT-Assisted Contracts

Fiscal Year	Goal	Accomplishment	Type of Work
FY 2022	8.80%	12.20%	Taxiway F Reconstruction
FY 2021	10.36%	6.47%	West Apron Rehab Construction
FY 2020	10.36%	3.30%	Design of Taxiway F
FY 2017	8.45%	8.51%	Taxiway K Construction
		7.49%	Median Accomplishments for all Projects

The median percentage of accomplishment for all similar projects over recent years is therefore determined to be **7.49%**. When we compare this with the proposed base figure for FYs 2025-2027, we determine that our adjusted overall goal is **9.52%**.

(Overall Base Figure) 11.49% + (Historical Median) 7.49% divided by 2 =
9.49% (Adjusted Goal)

Adjusted DBE Goal for FYs 2025-2027 = 9.49%.



Breakout of Estimated Race-Neutral and Race-Conscious Participation:

The Airport will strive to meet the maximum feasible portion of its overall goal by using race-conscious means of facilitating DBE participation. The Airport uses the following means to increase DBE participation:

By arranging solicitations, times for the presentations of bids, quantities, specifications, and delivery schedules in ways to facilitate DBE, and other small businesses, participation (e.g., requiring and/or encouraging prime contractors to subcontract portions of work that they might otherwise perform with their own forces). Additionally, the airport and its engineer provide all potential bidders with information about the Louisiana DOTD website for certified DBE contractors found at:

<http://www8.dotd.louisiana.gov/UCP/UCPResults.aspx>

The Houma-Terrebonne Airport Commission has successfully implemented its program and been able to meet its goals using race-conscious methods. As exhibited in the Historical Accomplishments Summary, the Airport's actual DBE accomplishments on DOT-assisted projects have met the annual goals for the last two years. We believe it is appropriate to continue the utilization of race-conscious means. **As such, the Airport intends to meet its goals through race-conscious means.**

Contract Goals:

Historically, the Airport has used race-conscious measures in obtaining its overall contract goals on federally assisted contracts and will continue to do so. We estimate that, in meeting our overall adjusted goal of **9.52%** we will obtain **9.52%** from race-conscious participation and **0%** from race-neutral measures (e.g., setting contract goals). The estimation of race-neutral participation and race-conscious measures percentages are based on past participation and established goals.

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



Public Participation:

Consultation:

The Airport encourages the participation of Disadvantaged Business Enterprises in its Development Program. In an effort to reach the available DBE community, seek out public input into the goal setting process, and to ensure wide distribution of the information contained in this document, the Airport makes copies of its DBE Program and Annual Goals Setting Document available to the local chapter of the Associated General Contractors, local architects and engineers, prospective bidders, and other interested parties.

As documented in the Market Area section of this report, the relative availability of DBE firms is limited. In order to encourage participation by Certified DBE firms, the Airport:

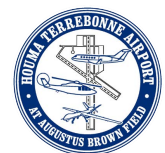
1. Provides prospective bidders with information on the State of Louisiana's certified list of DBE contractors.
2. Contacts the State of Louisiana to ascertain the availability of DBE contractors in the Market Area and work on ways to encourage participation.

To comply with Code of Federal Regulations Title 49, Part 26, Section 26.45(g)(1)(i), the Airport held a teleconference on 7-24-24, to:

- Reach out to minority, women's, and general contractor groups to discuss opportunities for DBEs
- Discuss the process to become a certified-DBE
- Address issues that contractors face with the DBE certification process
- Present the proposed DBE Goal for FYs 2025-2027
- Discuss proposed construction projects that are planned at each airport during this period

The following parties were invited to participate:

- South Louisiana Economic Council
- Louisiana Minority Business Council
- Women's Business Enterprise Council
- Hispanic Chamber of Commerce of Louisiana
- Louisiana Small Business Development Center
- Louisiana Association of General Contractors
- LA DOTD DBE/SBE Program Manager
- All Certified DBEs in the market area



The following documents related to the DBE Goal Teleconference can be found in the Appendix:

- A – Email invitation to the 7-24-24, teleconference
- B – List of the participants invited to attend the teleconference
- C – PDF of the online presentation
- D – List of attendees
- E – Questions/Comments
- F – Screenshot of website notice

Published Notice

The following is the notice of availability of the Airport's proposed goals and goal setting methodology:

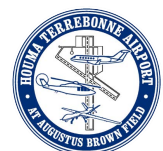
WEBSITE PUBLIC NOTICE

Disadvantaged Business Enterprise (DBE) Goal for Federal Fiscal Years 2025-2027

The Houma-Terrebonne Airport hereby announces its DBE goal for fiscal years 2025-2027 for airport construction projects. The proposed goal and goal setting methodology are available for inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, for 30 calendar days, in the offices of the Executive Director, 10264 East Main Street, Houma, LA 70363.

Ms. Andrea Dupre
Deputy Director of Airports & AAM
Houma-Terrebonne Airport Commission
10264 East Main Street
Houma, LA 70363

Federal Aviation Administration
Civil Rights Staff, AWP-9
PO Box 92007
Los Angeles, CA 90009-2007



APPENDIX DBE GOAL TELECONFERENCE

Wednesday July 24, 2024, at 10:00 AM

- A – Email invitation to the 7-24-24, teleconference
- B – List of the participants invited to attend the teleconference
- C – PDF of the online presentation
- D – List of attendees
- E – Screenshot of HUM website notice

