

Hillsborough County Aviation Authority

FY 2023 – 2025 Disadvantaged Business Enterprise Goal

Methodology

For



**Tampa
International
Airport**

TAMPA, FLORIDA

OCTOBER 2022

Airport Sponsor: Hillsborough County Aviation Authority
Airports: Tampa International Airport (TPA)
Peter O. Knight Airport (TPF)
Plant City Airport (PCM)
Tampa Executive Airport (VDF)
DBELO: Elita McMillon, Assistant General Counsel and Director of Ethics
and Business Diversity
Tampa International Airport
P. O. Box 22287
Tampa, Florida 33622
Office: (813) 554-1450
E-Mail: EMcMillon@TampaAirport.com

Goal Period: October 1, 2022 - September 30, 2025

Overall DBE Goal for FAA-Assisted Projects:	10.9%	Race Conscious
	2.2%	Race Neutral
	13.1%	Total

DBE GOAL METHODOLOGY

This overall goal period for the Hillsborough County Aviation Authority (HCAA) Disadvantaged Business Enterprise (DBE) Program covers Federal Fiscal Years 2023 through 2025, a three-year period, beginning October 1, 2022 and ending September 30, 2025. The overall DBE goal for the three-year period has been set in compliance with the methodologies described in CFR 49 Part 26 and subsequent guidance. As of October 1, 2022, FAA funding for Airport Improvement Program (AIP) and Bipartisan Infrastructure Law (BIL) projects is anticipated to be approximately \$110.0 million over the three-year period. In the event that additional funding is received these goals may be subject to further adjustment.

Geographic Region

The relevant geographic market for contractors for HCAA projects is defined as Hillsborough County, the county in which the airports are located, the four surrounding counties (Pasco, Polk, Manatee, and Pinellas) and Orange County because more than 70% of the number of companies performing contracts (including federally-funded contracts) at the airports over the last five years are based in one of these counties (representing more than 90% of contract dollars). The methodology for determining the DBE goal is described below.

STEP 1 - DETERMINE A BASE FIGURE REPRESENTING THE RELATIVE AVAILABILITY OF DBEs.

For Federal Fiscal Years 2023 through 2025, HCAA anticipates the following projects to be awarded:

FFY 2023

- Taxiway D, E, and J (VDF)
- North RON (TPA)
- Wildlife Management Program (TPA)
- GA Security Improvements (VDF, TPF, PCM)
- Airfield Drainage Rehabilitation (TPA)

FFY 2024

- FBO Apron C, Taxiway C and F (VDF)
- New Terminal Building - Design (TPF)

FFY 2025

- Airside D Development - Construction of Apron and Hydrant Fueling System, Passenger Boarding Bridges, Preliminary Sitework, etc. (TPA)

Each project was broken down by trade classification using the North American Industry Classification System (NAICS). The trade breakdown for the projects listed above is as follows:

Table 1: Trade Breakdown for AIP Projects Anticipated To Be Awarded in FFY 2023 - 2025			
Project	Trade	NAICS	Trade \$
2023			
Taxiway D, E, and J (VDF)	Environmental Consulting Services	541620	\$37,302
	Safety/Security	561990	\$75,023
	Site Preparation Contractors	238910	\$441,309
	Highway, Street, and Bridge Construction	237310	\$2,209,778
	Landscape Contractors	561730	\$126,966
	Electrical Contractors and Other Wiring Installation	238210	\$1,459,622
Total Project			\$4,350,000
North RON (TPA)	Highway, Street, and Bridge Construction	237310	\$13,231,971
	Site Preparation Contractors	238910	\$3,989,525
	Landscape Contractors	561730	\$122,270
	Traffic Maintenance	561990	\$646,598
	Electrical Contractors and Other Wiring Installation	238210	\$1,082,097
Total Project			\$19,072,461
Wildlife Management Program (TPA)	Engineering Services	541330	\$1,806,790
	Surveying	541370	\$160,240
	Permitting	N/A	\$500,990
	Materials Testing	541380	\$28,310
	Landscape Contractors	561730	\$938,707
	Electroshock pond	562998	\$111,447
	Other Heavy and civil Engineering Construction	237990	\$7,989,572
	Environmental Consulting Services	541620	\$730,072
Total Project			\$12,266,129
GA Security Improvements (TPF, VDF, PCM)	Computer systems	541512	\$1,438,080
	Fencing	238990	\$59,920
Total Project			\$1,498,000
Airfield Drainage Rehabilitation (TPA)	Pollution Control	541620	\$52,414
	Safety/Security	561612	\$69,886
	Survey	541370	\$87,357
	Site Preparation Contractors	238910	\$1,495,734
	Erosion Control/Landscape Contractors	561730	\$565,908
Total Project			\$2,271,300
Subtotal 2023			\$39,457,890
2024			
FBO Apron C, Taxiway C and F (VDF)	Environmental Consulting Services	541620	\$14,639
	Safety/Security	561990	\$63,357
	Site Preparation Contractors	238910	\$505,579

Table 1: Trade Breakdown for AIP Projects Anticipated To Be Awarded in FFY 2023 - 2025			
Project	Trade	NAICS	Trade \$
	Highway, Street, and Bridge Construction	237310	\$2,684,799
	Landscape Contractors	561730	\$49,294
	Electrical Contractors and Other Wiring Installation	238210	\$630,333
Total Project			\$3,948,000
New Terminal Building - Design (TPF)	Engineering Services	541330	\$1,000,000
	Architectural Services	541310	\$498,000
Total Project			\$1,498,000
Subtotal 2024			\$5,446,000
2025			
Airside D Development - Construction of Apron and Hydrant Fueling System, Passenger Boarding Bridges, Preliminary Sitework, etc. (TPA)	Site Preparation Contractors	238910	\$13,244,339
	Highway, Street, and Bridge Construction	237310	\$23,592,168
	Electrical Contractors and Other Wiring Installation	238210	\$9,298,125
	Water and Sewer Line and Related Structures Construction	237110	\$9,826,283
	Oil and Gas Pipeline and Related Structures Construction	237120	\$9,172,840
Total Project			\$65,133,756
Subtotal 2025			\$65,133,756
Total HCAA			\$110,037,646

DBE availability for the trades included above has been calculated using the 2020 Census Bureau County Business Patterns Data and the DBE Directory published by the Florida Unified Certification Program (UCP) for the designated geographic region.

Table 2 - DBE Availability Percentages				
% OF DBE FIRMS VS. ALL FIRMS				
Trade	NAICS	2020 Census	Directory	%
Commercial and Institutional Building Construction	236220	716	40	5.6%
Water and Sewer Line and Related Structures Construction	237110	143	5	3.5%
Oil and Gas Pipeline and Related Structures Construction	237120	3	0	0.0%
Highway, Street, and Bridge Construction	237310	114	19	16.7%
Other Heavy and Civil Engineering Construction	237990	86	3	3.5%
Poured Concrete Foundation Structure Contractors	238110	358	13	3.6%
Electrical Contractors and Other Wiring Installation Contractors	238210	1,232	20	1.6%
Other Building Equipment Contractors	238290	138	1	0.7%
Site Preparation Contractors	238910	343	20	5.8%
Fence Contractor	238990	966	52	5.4%
Electric Charging Stations	335999	11	0	0.0%
Architectural Services	541310	376	10	2.7%
Engineering Services	541330	1,268	59	4.7%
Surveying and Mapping Services	541370	127	10	7.9%
Testing Laboratories and Services	541380	110	8	7.3%
Computer Systems	541512	1066	16	1.5%
Security Services	561612	196	6	3.1%
Environmental Consulting Services	541620	157	36	22.9%
Landscape Contractors	561730	2,208	13	0.6%
Traffic Maintenance	561990	149	7	4.7%
All Other Miscellaneous Waste Management Services	562998	29	0	0.0%

Weighting the anticipated expenditures by trade classification (Table 1) using the availability calculations shown in Table 2 results in the following:

Table 3 - DBE \$ based on Project Expenditures by Trade Classification X DBE Availability					
Project	Trade	NAICS	Trade \$	DBE %	DBE \$
2023					
Taxiway D, E, and J (VDF)	Environmental Consulting Services	541620	\$37,302	22.9%	\$8,542
	Safety/Security	561990	\$75,023	4.7%	\$3,526
	Site Preparation Contractors	238910	\$441,309	5.8%	\$25,596
	Highway, Street, and Bridge Construction	237310	\$2,209,778	16.7%	\$369,033
	Landscape Contractors	561730	\$126,966	0.6%	\$762
	Electrical Contractors and Other Wiring Installation	238210	\$1,459,622	1.6%	\$23,354
Total Project			\$4,350,000	9.9%	\$430,813
North RON (TPA)	Highway, Street, and Bridge Construction	237310	\$13,231,971	16.7%	\$2,209,739
	Site Preparation Contractors	238910	\$3,989,525	5.8%	\$231,392
	Landscape Contractors	561730	\$122,270	0.6%	\$734
	Traffic Maintenance	561990	\$646,598	4.7%	\$30,390
	Electrical Contractors and Other Wiring Installation	238210	\$1,082,097	1.6%	\$17,314
Total Project			\$19,072,461	13.1%	\$2,489,569
Wildlife Management Program (TPA)	Engineering Services	541330	\$1,806,790	4.7%	\$84,919
	Surveying	541370	\$160,240	7.9%	\$12,659
	Permitting	N/A	\$500,990	0.0%	\$0
	Materials Testing	541380	\$28,310	7.3%	\$2,067
	Landscape Contractors	561730	\$938,707	0.6%	\$5,632
	Electroshock pond	562998	\$111,447	0.0%	\$0
	Other Heavy and civil Engineering Construction	237990	\$7,989,572	3.5%	\$279,635
	Environmental Consulting Services	541620	\$730,072	22.9%	\$167,187
Total Project			\$12,266,129	4.5%	\$552,099
GA Security Improvements (TPF, VDF, PCM)	Computer systems	541512	\$1,438,080	1.5%	\$21,571
	Fencing	238990	\$59,920	5.4%	\$3,236
Total Project			\$1,498,000	1.7%	\$24,807
Airfield Drainage Rehabilitation (TPA)	Environmental Consulting Services	541620	\$52,414	22.9%	\$12,003
	Safety/Security	561612	\$69,886	3.1%	\$2,166
	Survey	541370	\$87,357	7.9%	\$6,901
	Site Preparation Contractors	238910	\$1,495,734	5.8%	\$86,753
	Erosion Control/Landscape Contractors	561730	\$565,908	0.6%	\$3,395

Table 3 - DBE \$ based on Project Expenditures by Trade Classification X DBE Availability					
Project	Trade	NAICS	Trade \$	DBE %	DBE \$
Total Project			\$2,271,300	4.9%	\$111,219
Subtotal 2023			\$39,457,890	9.1%	\$3,608,506
2024					
FBO Apron C, Taxiway C and F (VDF)	Environmental Consulting Services	541620	\$14,639	22.9%	\$3,352
	Safety/Security	561990	\$63,357	4.7%	\$2,978
	Site Preparation Contractors	238910	\$505,579	5.8%	\$29,324
	Highway, Street, and Bridge Construction	237310	\$2,684,799	16.7%	\$448,361
	Landscape Contractors	561730	\$49,294	0.6%	\$296
	Electrical Contractors and Other Wiring Installation	238210	\$630,333	1.6%	\$10,085
Total Project			\$3,948,000	12.5%	\$494,396
New Terminal Building - Design (TPF)	Engineering Services	541330	\$1,000,000	4.7%	\$47,000
	Architectural Services	541310	\$498,000	2.7%	\$13,446
Total Project			\$1,498,000	4.0%	\$60,446
Subtotal 2024			\$5,446,000	10.2%	\$554,842
2025					
Airside D Development - Construction of Apron and Hydrant Fueling System, Passenger Boarding Bridges, Preliminary Sitework, etc. (TPA)	Site Preparation Contractors	238910	\$13,244,339	5.8%	\$768,172
	Highway, Street, and Bridge Construction	237310	\$23,592,168	16.7%	\$3,939,892
	Electrical Contractors and Other Wiring Installation	238210	\$9,298,125	1.6%	\$148,770
	Water and Sewer Line and Related Structures Construction	237110	\$9,826,283	3.5%	\$343,920
	Oil and Gas Pipeline and Related Structures Construction	237120	\$9,172,840	0.0%	\$0
Total Project			\$65,133,756	8.0%	\$5,200,754
Subtotal 2025			\$65,133,756	8.0%	\$5,200,754
Total HCAA 2023 - 2025			\$110,037,646	8.5%	\$9,364,101

Based on the above, we recommend a base goal of 8.5% for HCAA projects for the three-year period beginning October 1, 2022 and ending September 30, 2025 (FFYs 2023, 2024, and 2025).

STEP 2 - EXAMINE DATA TO DETERMINE WHAT ADJUSTMENT, IF ANY, IS NEEDED TO THE BASE FIGURE.

Section 26.45(d) provides many examples of the types of data to examine in order to adjust the base figure. HCAA examined the volume of work performed by DBE firms over the past five (5) years in HCAA projects. Findings are as follows:

Total DBE participation for the five (5) fiscal years has been calculated at \$3,261,654 which is 12.6% of the combined contract amounts of \$25,808,996. The following information will provide the history of DBE participation for each of these years:

Year	Project \$	DBE \$	DBE %	Goal %
2021	\$273,928	\$41,648	18.7%	14.6%
2020	\$3,835,470	\$305,959	22.4%	14.6%
2019	\$9,857,139	\$1,637,525	16.6%	12.3%
2018	\$0	\$0	0.0%	12.3%
2017	\$11,842,459	\$1,275,522	12.8%	12.3%
Total	\$25,808,996	\$3,261,654	12.6%	12.7%
Median (for years with activity)			17.7%	

The median goal accomplishment for the five-year period between 2017 and 2021 is 17.7% (excluding 2018 as there was no activity). Adjusting the weighted goal for past history results in the following:

$$17.7\% \text{ (median goal accomplishment)} + 8.5\% \text{ (base goal)} = 26.2\% \\ 26.0\% \div 2 = 13.1\%$$

HCAA therefore proposes the DBE Goal for FFY 2023-2025 at 13.1%

The table below will indicate the adjusted goal by project:

Table 4 - Adjusted DBE Goal by Project				
Trade	Base Goal	Adjusted Goal	Total \$	DBE \$
2023				
Taxiway D, E, and J (VDF)	9.9%	13.8%	\$4,350,000	\$600,300
North RON (TPA)	13.1%	15.4%	\$19,072,461	\$2,937,159
Wildlife Management Program (TPA)	4.5%	11.1%	\$12,266,129	\$1,361,540
GA Security Improvements (TPF, VDF, PCM)	1.7%	9.7%	\$1,498,000	\$145,306
Airfield Drainage Rehabilitation (TPA)	4.9%	11.3%	\$2,271,300	\$256,657
Total 2023		13.2%	\$61,169,142	\$8,058,291
2024				
FBO Apron C, Taxiway C and F (VDF)	12.5%	15.1%	\$3,948,000	\$596,148
New Terminal Building - Design	4.0%	10.9%	\$1,498,000	\$162,533
Total 2024		13.9%	\$5,446,000	\$758,681
2025				
Airside D Development (TPA)	8.0%	12.9%	\$65,133,756	\$8,402,255
Total 2025		12.9%	\$65,133,756	\$8,402,255
Total HCAA 2023 - 2025		13.1%	\$110,037,646	\$14,461,898

Race-Neutral versus Race-Conscious Goal

HCAA has achieved race neutral participation as shown on the chart below:

Year	DBE %	Goal %	DBE RC%	DBE RN%	DBE RN% to Total
2021	18.7%	14.6%	15.2%	3.4%	18.2%
2020	22.4%	14.6%	14.4%	8.0%	35.7%
2019	16.6%	12.3%	16.6%	0.0%	0.0%
2018	0.0%	12.3%	0.0%	0.0%	0.0%
2017	12.8%	12.3%	18.8%	2.0%	15.6%
Median					14.0%

The median race neutral participation over the last 5 years, excluding 2018 which had no activity was 16.9% of the total participation. HCAA therefore proposes that race neutral participation will comprise 16.9% of the DBE goal of 13.1%.

Race Neutral Participation Projection = 16.9% X 13.1% (DBE Goal) = 2.2%
Race Conscious Participation Projection = 86.0% X 13.1% (DBE Goal) = 10.9%

The following race-neutral methods will be employed:

- a) Provide information on the HCAA organization, functions and its full range of contractual needs.
- b) Offer instructions and clarification on bid specifications, procurement policy, procedures, and general bidding requirements.
- c) Maintain a file of successful bid documents from past procurements and permit potential participants to review and evaluate such documents.
- d) Conduct debriefing sessions on awarded contracts as requested.
- e) Routinely issue projected procurement information.
- f) Provide instructions and clarification on job performance requirements.
- g) Provide information and assistance on certification procedures.
- h) Provide information on sub-contracting practices and bonding requirements.
- i) When arranging solicitations, endeavor to allow time for preparation of bids, quantities, specifications and delivery schedules so as to facilitate the participation of DBEs.

Public Participation

In accordance with 49 CFR part 26, Section 26.45, the HCAA FFY 2023 - 2025 DBE Goal and Methodology has been published on the Tampa International Airport (TPA) website (<http://www.tampaaairport.com>). In addition, HCAA staff conducted a meeting to consult 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 airport's efforts to establish a level playing field for the participation of DBEs (the Stakeholder Meeting). The meeting was conducted on August 31, 2022. There were five attendees. There were no comments or questions. The following documents related to the Stakeholder Meeting are attached:

- Attachment 1 - Flyer posted on website and distributed
- Attachment 2 - List of Individuals/Companies/Organizations Invited
- Attachment 3 - Website Posting
- Attachment 4 - Stakeholder Meeting Agenda
- Attachment 5 – Stakeholder Meeting Attendance Record

Attachment 1
Flyer posted on website and distributed

TAMPA INTERNATIONAL AIRPORT (TPA)

**FAA Triennial
Disadvantaged Business
Enterprise (DBE) Goal
Stakeholder Meeting**



The Hillsborough County Aviation Authority is hosting a Virtual Public Forum to discuss the TPA proposed overall Federal Aviation Administration (FAA) Triennial Disadvantaged Business Enterprise (DBE) Goal Setting Methodology for Fiscal Years 2023-2025.



The proposed DBE goal for federally funded projects is **13.1%**

The public meeting will be held **VIRTUALLY**

**WEDNESDAY,
AUGUST 31, 2022
AT 11AM (EST)**

If you have any questions, please contact: DBEProgram@tampaairport.com

JOIN ON ZOOM

Join Zoom Meeting
<https://tampaairport.zoom.us/j/81864427699>

Meeting ID: 818 6442 7699

One tap mobile
+13126266799,,81864427699# US (Chicago)
+16465588656,,81864427699# US (New York)

Dial by your location
+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)
+1 646 931 3860 US
+1 301 715 8592 US (Washington DC)
+1 720 707 2699 US (Denver)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 386 347 5053 US
+1 564 217 2000 US
+1 669 444 9171 US
888 788 0099 US Toll-free
877 853 5247 US Toll-free

Find your local number:
<https://tampaairport.zoom.us/j/81256H6aT>

169525C-0822

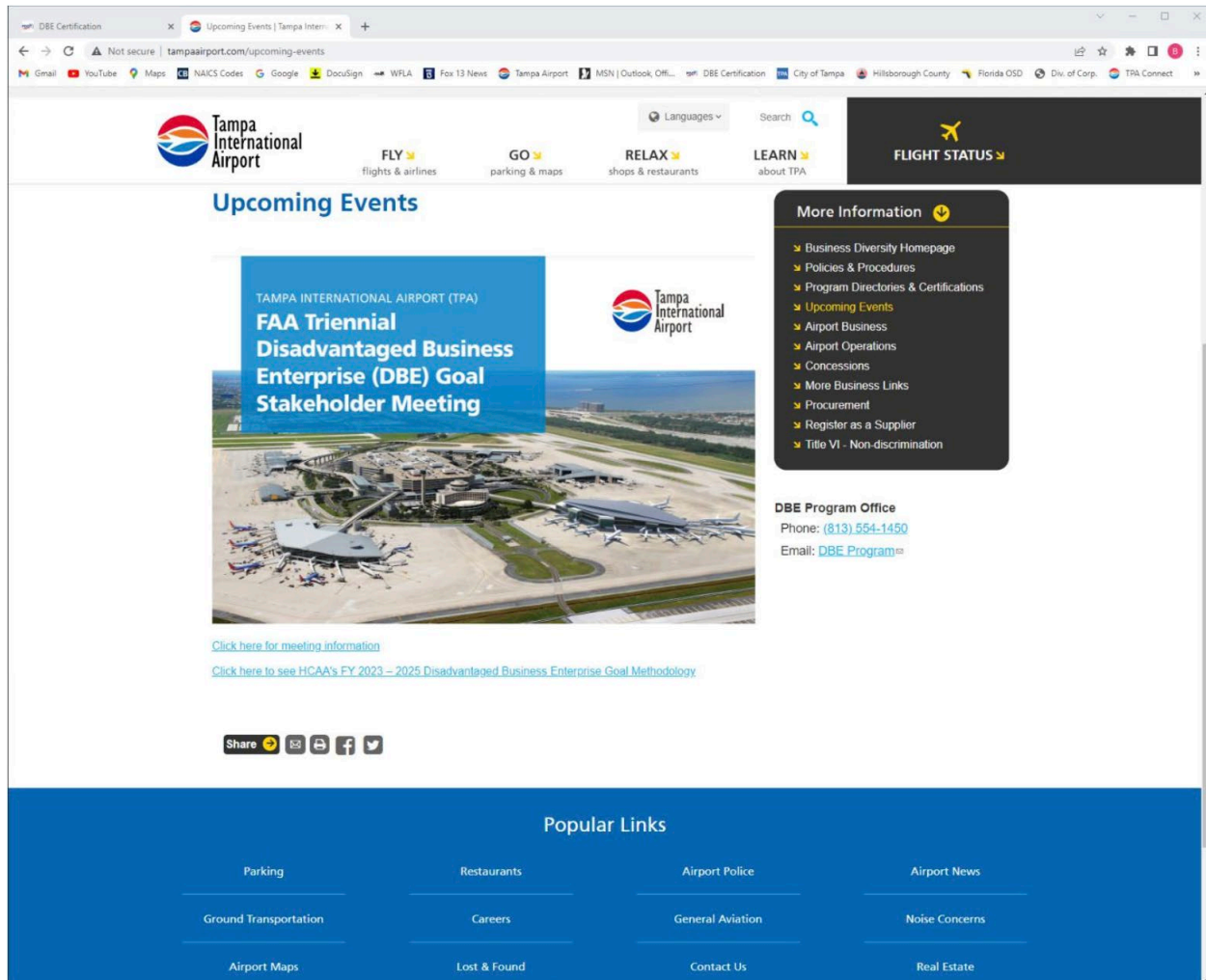
Attachment 2

List of Individuals/Companies/Organizations Invited

- Airport Minority Advisory Council - (Chermaina Roundtree)
- City of Clearwater, Florida (Lori Vogel)
- City of Pinellas Park, Florida (Benjamin Ziskal)
- City of St. Petersburg, Florida (Eric Lavina, Natalie Fisher)
- City of Tampa, Florida (Ardail Allen)
- Hillsborough County, Florida Government (Kenneth Jones, Rita Sauri)
- Hillsborough County Branch of NAACP (Yvette Lewis)
- Moffit Cancer Center (Desiree Hanson)
- OpenGov (Supplier vendor registrants with Tampa International Airport)
- Orange County, Florida Public Schools (Aaron Smith)
- Pasco County, Florida Government (Stacey Ziegler)
- Pinellas County, Florida Economic Development (Aubri Shauger-Haley, Cory McCaster, Jenee Skipper)
- Pinellas County, Florida Government (Pamela Ulrich, Paul Giuliani)
- Pinellas County, Florida Public Schools (Joe Benjamin, Linda Balcombe)
- Pinellas County Suncoast Transit Authority (Alvin Burns, Margarita Soto)
- Polk County, Florida Government (Debra Johnson)
- Tampa Bay Water (Teresa Collins)
- St. Pete-Clearwater International Airport (Yvette Aehle)
- Super Bowl LV Host Committee (LaKendria Robinson)
- University of South Florida (Terrie Daniel)

Attachment 3

Website Posting



Attachment 4
Stakeholder Meeting Agenda

**FY23 – 25 DBE Goal Methodology
Stakeholder Meeting
AGENDA
August 31, 2022**

- **Welcome / HCAA Introductions**
Cheryl Hawkins, Senior Manager Business Diversity
- **Purpose of Meeting**
Cheryl Hawkins/Elita McMillon, Asst. General Counsel
- **Overview of Purpose for Triennial DBE Goal and Overview of Goal Methodology** – Cindy Olivares, ACC Consulting, LLC
- **Q & A**
- **Thank you**

Attachment 5
Stakeholder Meeting Attendance Record

Attendee report

Report Generated: 8/31/2022 12:55

Topic DBE Stakeholders Meeting

Meeting ID 818 6442 7699

Actual Start Time 8/31/2022 10:04

Details

<u># User Name Submitted</u>	<u>Date/Time</u>	<u>Company</u>
1 Indrani Persaud	8/31/2022 10:50	Archis Inc.
1 Joe	8/31/2022 11:03	Hollins Consulting, Joe Magnello
1 Daniel Dorian	8/31/2022 10:57	Pinellas County Economic Development
1 Bonnie Yauilla	8/31/2022 11:22	Tampa International Airport
1 Melvin D Mance	8/31/2022 10:59	Enrichment Partners, LLC
1 C Williams	8/31/2022 11:01	Distyngushed Management LLC

STATE OF FLORIDA
UNIFIED CERTIFICATION PROGRAM
UCP AGREEMENT
SIGNATURE and DECLARATION OF STATUS

IN WITNESS WHEREOF, the UCP Members execute this Agreement prepared
February 7, 2002, *by authorized signatures, and attached resolutions if*
appropriate.

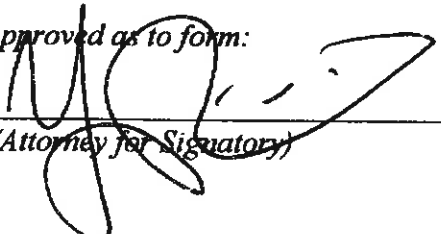
ATTEST:


Signature
Ken Anthony, Secretary
Name, printed

Hillsborough County Aviation Authority
Signatory Entity Name, printed


Signature and Title
Alfred S. Austin, Chairman
Name and Title, printed

This 7th day of February, 2002.

Approved as to form:

(Attorney for Signatory)

Certifying Member Status ☒

Non-Certifying Member Status ☐

STATE OF FLORIDA
UNIFIED CERTIFICATION PROGRAM
UCP AGREEMENT
SIGNATURE and DECLARATION OF STATUS

IN WITNESS WHEREOF, the UCP Members execute this Agreement prepared
February 7, 2002, *by authorized signatures, and attached resolutions if*
appropriate.

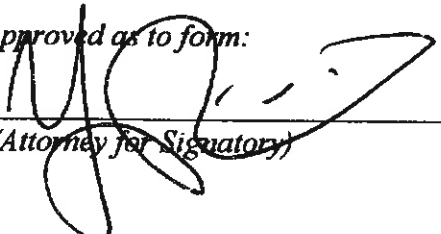
ATTEST:


Signature
Ken Anthony, Secretary
Name, printed

Hillsborough County Aviation Authority
Signatory Entity Name, printed


Signature and Title
Alfred S. Austin, Chairman
Name and Title, printed

This 7th day of February, 2002.

Approved as to form:

(Attorney for Signatory)

Certifying Member Status ☒

Non-Certifying Member Status ☐