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September 14, 2007

James Brame
U.S. Department of Transportation
Federal Aviation Administration
1701 Columbia Avenue
College Park, GA 30337

Re: Boca Raton Airport Authority

Dear Mr. Brame:

Dickey Consulting Services, Inc. is the DBE liaison Officer for the Boca Raton Airport Authority (BRAA). As required by 49 CFR Part 26, this letter serves as our notification of the Authority's goal and methodology for 2008.

Amount of Goal

The Authority's overall DBE goal for FY 2008 is 9.3%% of the Federal financial assistance that will be expended in DOT-assisted contracts. Given the amount of proposed DOT-assisted contracts that the Authority expects to award during this fiscal year, \$4,585,000.00, the goal is to expend approximately \$197,155.00 with DBE's during FY 2008.

Methodology

Step 1: Determination of the Base Figure

The FY 2008 projects: (Sound Insulation-Design and Construction, Noise Exposure Maps, Airfield Signage, Security Fencing, and Airport Administration Building Development), were used to identify the NAICS codes for the base figure. The table below shows the NAICS codes and types of industry for the projects:

Table 1 – NAICS Codes for FY 2008 Projects

NAICS	TYPE	DBE FIRMS	TOTAL FIRM
238310	Dry Wall & Insulation Contractors	14	165
238220	Plumbing , Heating, and Air Conditioning Contractors	20	1,619
238210	Electrical Contractors & Other Wiring Installation Contractors	41	1,451
541330	Environmental Engineering Services	100	1,125
33232(3)	Ornamental & Architectural Metal Work Manf.	2	127
541370	Surveying & Mapping	13	191
541820	Public Relations	20	162
531320	Real Estate Appraisers	2	276
484220	Truck Hauling	8	231
541350	Building Inspection Services	8	173
541690	Other Scientific & Technical Consulting Services	18	475
238910	Site Preparation Construction	18	352
339950	Signs Contractor (Electrical)	1	169
238990	Other Specialty Contractor Fencing & Gates	45	657
Totals		310	7,173

The base figure was based on the assumption that the firms identified in the above table are ready, willing, and able to do business on DOT-assisted projects. The numerator was calculated using information about the total number of DBE firms doing business in the Authority's normal market area directories. The denominator was calculated using 2002 Census Bureau County Business Patterns data.

$$\text{Base Figure} = \frac{310}{7,173} = 4.3\%$$

Step 2: Examination of Available Evidence to Determine Adjustment, if any, to the Base Figure

The Authority utilized its past DBE participation to calculate the Step 2 adjustment.

Table 2 – Past DBE Participation

Fiscal Year	DBE Goal	Actual DBE Participation	Race Neutral Over/Under Goal
2007	12.8%	3%	-9.8%
2006	15.4%	11.2%	-4.2%
2005	15.4%	17.4%	+2%
2004	15%	18.4	+3.4

- a. Determining the Median Past Participation – The first step in adjusting the Step 1 Base Figure for past participation is to determine the median past participation percentages. The following principles were considered in calculating the median past participation percentage:

The median was determined by arranging the values of previous actual DBE participation from low to high such as: 3%, 11.2%, 17.4% and 18.4%. The median is derived averaging the middle two values (11.2% and 17.4%). Therefore, 14.3% is the median past participation percentage.

- b. As a final step we adjusted the Step 1 Base Figure with the Median Past Participation. Step 1 Base Figure adjusted for past participation was obtained by taking the average of the Step 1 Base Figure and the median past participation. The average is obtained by adding together the Step 1 Base Figure 4.3% and the median past participation percentage of 14.3% and dividing by 2. The result is as follows:

$$\text{Overall Goal} = \frac{4.3\%+14.3\%}{2} = \frac{18.6\%}{2} = 9.3\%$$

Therefore, 9.3% is the step one base figure adjusted for past participation.

The Authority's race-neutral over and under goals for the past four years have been +3.4%, +2%,-4 2%, and -9.8%. The median is derived averaging the middle two values (+2% and -4.2%.) Therefore, the median amount by which the goal was under is -2%.

The Authority anticipates that 1% of the total proposed goal of 9.3% will be attained through race-neutral means.

Breakout of Race-Neutral and Race-Conscious Participation

The Authority has received \$4.5 million in DOT funds for FY 2008 capital improvement projects. The Authority estimates it will obtain 1% of the total proposed goal through race-neutral participation and 8.3% through race-conscious measures.

The Authority will use the following race-neutral means to increase DBE participation: develop and disseminate a brochure describing the contract opportunities at the Airport; participate in tri-county small/disadvantaged business and minority business workshops; and post all Authority contract opportunities on the Airport's website.

In order to ensure that the DBE program will be narrowly tailored to overcome the effects of discrimination, if the Authority uses contract goals it will adjust the estimated breakout of race-neutral participation as needed to reflect actual DBE participation (see 26.51(f)).

For reporting purposes, race-neutral DBE participation includes, but is not necessarily limited to: DBE participation through a prime contract a DBE obtains through customary competitive procurement procedures; DBE participation through a subcontract on a prime contract that does not carry 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. Race-conscious participation will be achieved through the assignment of a DBE goal on contracts.

The Authority will maintain data separately on DBE achievements in those contracts with and without contract goals, respectively.

The Situation Analysis

For the year 2006-2007 firms currently working with BRAA were asked to participate and either did not want to and /or did not qualify to become DBE's. DCS has discussed with Supply All the benefits of becoming a DBE vendor and they have begun the process of completing the application. Once completed and accepted, the 2007 DBE participation will increase from 3% to 7%. While conducting research for the tri-county business patterns it was noted there was a decrease in firms in certain industries and it was reflective of the decrease in DBE firms listed to conduct business in the tri-county areas.

There was an increase of Non-DBE firms, which aided in the result a lower DBE percentage as well. There are many reasons this could have taken place. However, the numbers in our report are reflective of those factors.

The Strategy

For fiscal year 2007-2008, DCS will expand the outreach efforts of the BRAA to insure more firms are aware of the program. We will do this by some of the following means outlined in the process below.

The Process

The Authority is required to submit its overall DBE goal to DOT on August 1 of each year. The Authority did not publish a notice of its proposed overall goal due to reporting time constraints. The Authority will publish the FY 2007/2008 goal starting the week of September 17, 2007 on its website, www.bocaairport.com and in the tri-county area local newspapers (*Sun-Sentinel*, *El Herald*, *Caribbean Gleaner*, *Westside Gazette*) informing the public that the proposed goal and rationale are available for inspection during normal business hours at the Authority's office for 30 days following the date of the notice, and that the Authority will accept comments on the goals for 45 days from the date of the notice (October 30th, 2007). By November 5th, 2007 the Authority will forward the results of the public comment period and participation.

There will be continuous outreach with the Minority Chambers of Commerce, The Greater Caribbean Chamber of Commerce, The Latin Chamber of Commerce, The Greater Miami Dade Chamber of Commerce, The Black Chamber of Commerce of West Palm Beach and other groups. The Authority's overall goal submission to USDOT/FAA will include a summary of information and comments received during this public participation process and the Authority's responses. The Authority will begin using its overall goal on October 1 of each year unless we have received other instructions from USDOT/FAA.

Public Comments

This section will be added after the public comment period of 45 days.

S:projects/ricondobocaairport/dbeplan&goals/2008dbemethodology/word