

FY 2022 - FY 2024

**DISADVANTAGED BUSINESS ENTERPRISE PROGRAM METHODOLOGY
FOR**



MELBOURNE ORLANDO INTERNATIONAL AIRPORT • MLB

MELBOURNE, FL

NOVEMBER 2023

METHODOLOGY for Establishing the Fiscal Year 2022 through Fiscal Year 2024 Overall Disadvantaged Business Enterprise (DBE) Goal for:

*Melbourne-Orlando International Airport
Melbourne FL*

In fulfillment of the requirements of 49 CFR Part 26, the Melbourne Airport Authority (hereafter ‘the Authority’) has developed a proposed Overall Goal for FY 2022-2024 FAA-AIP projects at the Melbourne-Orlando International Airport. The methodology used in establishing this goal is described herein.

Airport Sponsor: **Melbourne Airport Authority**
Airport: **Melbourne-Orlando International Airport**

DBELO: **Summer L. Wyllie-Vitt**
Procurement Manager
Melbourne-Orlando International Airport
One Air Terminal Parkway | Suite 220
Melbourne, FL 32901
Office: 321.723.6227 x 163
swyllie-vitt@mlbair.com

I. Detailed Methodology: Specific Steps

A. Amount of Goal

The Authority’s FY 2022-2024 overall goal for the Federal financial assistance it will expend in USDOT-assisted contracts is the following:

	<u>Overall</u>	<u>Race Neutral</u>	<u>Race Conscious</u>
Total Goal	6.1%	0.0%	6.1%
Year 1 Goal	3.8%	0.0%	3.8%
Year 2 Goal	4.2%	0.0%	4.2%
Year 3 Goal	7.5%	0.0%	7.5%

Given the amount of USDOT-assisted contracts that the Airport expects to let from FY 2022-2024, which is approximately **\$78,109,428**, the Airport has set a goal of expending approximately **\$4,729,291** with DBEs during this period.

B. Determination of the Market Area of the Study

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

Table 1: Melbourne-Orlando International Airport Market Area

County	Bidders	Percent of bidders	Dollars	Percent of dollars
Brevard	5	38.5%	\$3,049,576	20.7%
Lake	1	7.7%	\$11,717,200	79.3%
Orange	4	30.8%	\$0	0.0%
Market Area	10	76.9%	\$14,766,776	100.0%
Other	3	23.1%	\$0	0.0%
Total	13	100.0%	\$14,766,776	100.0%

SOURCE: Melbourne Airport Authority

C. Determination of Relevant NAICS Codes

Based on information provided by the Authority concerning the proposed projects for FY 2022 – FY 2024, a list of projects and AIP dollars for Airport was developed and is shown below.

**Table 2: Melbourne-Orlando International Airport
FY 2022-FY 2024 Projects & Activities**

Fiscal Year	Projects	Step 1 Goal	AIP Dollars
2022	Prepare Plans and Specifications - Rehabilitate Taxiway Pavements	3.2%	\$233,693
2022	Terminal Renovation and Expansion - Public Spaces	3.0%	\$1,924,000
2023	Rehabilitate Taxiway C	16.6%	\$2,003,361
2023	Prepare Plans and Specifications - Rehabilitate Taxiway A and Realign Connectors	3.2%	\$500,840
2023	Terminal Renovation and Expansion - New Gate, Fire Sprinklers, Plumbing Upgrades, Terminal Floor, HVAC (BIL-D)	3.0%	\$29,476,221
2024	Modify Airfield Lighting Vault	2.3%	\$1,962,943
2024	Rehabilitate Taxiway A and Realign Connectors	16.6%	\$24,758,370
2024	Terminal Renovation and Expansion - Inline Baggage System (BIL-E)	2.5%	\$3,000,000
2024	Terminal Renovation and Expansion - Roof Replacement, Electrical Upgrades (BIL-E)	2.4%	\$14,250,000
FY 2022 - FY 2024 Total			\$78,109,428

SOURCE: Melbourne Airport Authority

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

**Table 3a: Step 1 Base Figure
Melbourne Airport Authority**

FY 2022 - Prepare Plans and Specifications - Rehabilitate Taxiway Pavements						
Trades	NAICS	# of DBE Firms	All Firms	%DBE Availability	NAICS Dollars	DBE Dollars
Engineering	541330	23	727	3.2%	\$233,693	\$7,393
Total					\$233,693	\$7,393
Weighted Base Figure						3.2%

SOURCES:

1. 2021 County Business Patterns, U.S. Census Bureau.
2. Florida UCP DBE Directory, October 2023.

**Table 3b: Step 1 Base Figure
Melbourne Airport Authority**

FY 2022 - Terminal Renovation and Expansion - Public Spaces						
Trades	NAICS	# of DBE Firms	All Firms	%DBE Availability	NAICS Dollars	DBE Dollars
Building Construction	236220	20	373	5.4%	\$860,278	\$46,128
Land Subdivision	237210	0	50	0.0%	\$186,006	\$0
Concrete	238110	5	222	2.3%	\$42,626	\$960
Masonry Contractors	238140	4	178	2.2%	\$60,064	\$1,350
Other Foundation, Structure, and Building Exterior Contractors	238190	2	66	3.0%	\$187,944	\$5,695
Electrical Contractors	238210	11	582	1.9%	\$176,318	\$3,332
Plumbing, Heating, and Air-Conditioning Contractors	238220	1	861	0.1%	\$273,196	\$317
Drywall and Insulation Contractors	238310	0	226	0.0%	\$124,004	\$0
Landscaping	561730	9	1200	0.8%	\$13,563	\$102
Total					\$1,924,000	\$57,884
Weighted Base Figure						3.0%

SOURCES:

1. 2021 County Business Patterns, U.S. Census Bureau.
2. Florida UCP DBE Directory, October 2023.

**Table 3c: Step 1 Base Figure
Melbourne Airport Authority**

FY 2023 - Terminal Renovation and Expansion - New Gate, Fire Sprinklers, Plumbing Upgrades, Terminal Floor, HVAC (BIL-D)						
Trades	NAICS	# of DBE Firms	All Firms	%DBE Availability	NAICS Dollars	DBE Dollars
Building Construction	236220	20	373	5.4%	\$13,179,700	\$706,686
Land Subdivision	237210	0	50	0.0%	\$2,849,665	\$0
Concrete	238110	5	222	2.3%	\$653,048	\$14,708
Masonry Contractors	238140	4	178	2.2%	\$920,204	\$20,679
Other Foundation, Structure, and Building Exterior Contractors	238190	2	66	3.0%	\$2,879,349	\$87,253
Electrical Contractors	238210	11	582	1.9%	\$2,701,245	\$51,054
Plumbing, Heating, and Air-Conditioning Contractors	238220	1	861	0.1%	\$4,185,445	\$4,861
Drywall and Insulation Contractors	238310	0	226	0.0%	\$1,899,777	\$0
Landscaping	561730	9	1200	0.8%	\$207,788	\$1,558
Total					\$29,476,221	\$886,800
Weighted Base Figure						3.0%

SOURCES:

1. 2021 County Business Patterns, U.S. Census Bureau.
2. Florida UCP DBE Directory, October 2023.

**Table 3d: Step 1 Base Figure
Melbourne Airport Authority**

FY 2023 - Prepare Plans and Specifications - Rehabilitate Taxiway A and Realign Connectors						
Trades	NAICS	# of DBE Firms	All Firms	%DBE Availability	NAICS Dollars	DBE Dollars
Engineering	541330	23	727	3.2%	\$500,840	\$15,845
Total					\$500,840	\$15,845
Weighted Base Figure						3.2%

SOURCES:

1. 2021 County Business Patterns, U.S. Census Bureau.
2. Florida UCP DBE Directory, October 2023.

**Table 3e: Step 1 Base Figure
Melbourne Airport Authority**

FY 2023 - Terminal Renovation and Expansion - New Gate, Fire Sprinklers, Plumbing Upgrades, Terminal Floor, HVAC (BIL-D and BIL-E)						
Trades	NAICS	# of DBE Firms	All Firms	%DBE Availability	NAICS Dollars	DBE Dollars
Building Construction	236220	20	373	5.4%	\$13,179,700	\$706,686
Land Subdivision	237210	0	50	0.0%	\$2,849,665	\$0
Concrete	238110	5	222	2.3%	\$653,048	\$14,708
Masonry Contractors	238140	4	178	2.2%	\$920,204	\$20,679
Other Foundation, Structure, and Building Exterior Contractors	238190	2	66	3.0%	\$2,879,349	\$87,253
Electrical Contractors	238210	11	582	1.9%	\$2,701,245	\$51,054
Plumbing, Heating, and Air-Conditioning Contractors	238220	1	861	0.1%	\$4,185,445	\$4,861
Drywall and Insulation Contractors	238310	0	226	0.0%	\$1,899,777	\$0
Landscaping	561730	9	1200	0.8%	\$207,788	\$1,558
Total					\$29,476,221	\$886,800
Weighted Base Figure						3.0%

SOURCES:

- 2021 County Business Patterns, U.S. Census Bureau.
- Florida UCP DBE Directory, October 2023.

**Table 3f: Step 1 Base Figure
Melbourne Airport Authority**

FY 2024 - Modify Airfield Lighting Vault						
Trades	NAICS	# of DBE Firms	All Firms	%DBE Availability	NAICS Dollars	DBE Dollars
Highway & Street	237310	11	49	22.4%	\$10,906	\$2,448
Electrical	238210	11	582	1.9%	\$1,812,443	\$34,256
Site Prep	238910	11	175	6.3%	\$139,594	\$8,775
Total					\$1,962,943	\$45,479
Weighted Base Figure						2.3%

SOURCES:

- 2021 County Business Patterns, U.S. Census Bureau.
- Florida UCP DBE Directory, October 2023.

**Table 3g: Step 1 Base Figure
Melbourne Airport Authority**

FY 2024 - Rehabilitate Taxiway A and Realign Connectors						
Trades	NAICS	# of DBE Firms	All Firms	%DBE Availability	NAICS Dollars	DBE Dollars
Highway & Street	237310	11	49	22.4%	\$16,047,092	\$3,602,408
Site Prep	238910	11	175	6.3%	\$4,704,090	\$295,686
Engineering	541330	23	727	3.2%	\$2,475,837	\$78,328
Geotechnical Testing	541380	4	42	9.5%	\$1,283,767	\$122,264
Landscaping	561730	9	1200	0.8%	\$247,584	\$1,857
Total					\$24,758,370	\$4,100,542
Weighted Base Figure						16.6%

SOURCES:

1. 2021 County Business Patterns, U.S. Census Bureau.
2. Florida UCP DBE Directory, October 2023.

**Table 3h: Step 1 Base Figure
Melbourne Airport Authority**

FY 2024 - Terminal Renovation and Expansion - Inline Baggage System (BIL-E)						
Trades	NAICS	# of DBE Firms	All Firms	%DBE Availability	NAICS Dollars	DBE Dollars
Building Construction	236220	20	373	5.4%	\$1,101,856	\$59,081
Land Subdivision	237210	0	50	0.0%	\$238,239	\$0
Concrete	238110	5	222	2.3%	\$54,596	\$1,230
Masonry Contractors	238140	4	178	2.2%	\$76,931	\$1,729
Other Foundation, Structure, and Building Exterior Contractors	238190	2	66	3.0%	\$240,721	\$7,295
Electrical Contractors	238210	11	582	1.9%	\$225,831	\$4,268
Plumbing, Heating, and Air-Conditioning Contractors	238220	1	861	0.1%	\$349,914	\$406
Drywall and Insulation Contractors	238310	0	226	0.0%	\$158,826	\$0
Conveyor and Conveying Equipment Manufacturing	333922	0	8	0.0%	\$535,714	\$0
Landscaping	561730	9	1200	0.8%	\$17,372	\$130
Total					\$3,000,000	\$74,139
Weighted Base Figure						2.5%

SOURCES:

1. 2021 County Business Patterns, U.S. Census Bureau.
2. Florida UCP DBE Directory, October 2023.

**Table 3i: Step 1 Base Figure
Melbourne Airport Authority**

FY 2024 - Terminal Renovation and Expansion - Roof Replacement, Electrical Upgrades (BIL-E)						
Trades	NAICS	# of DBE Firms	All Firms	%DBE Availability	NAICS Dollars	DBE Dollars
Building Construction	236220	20	373	5.4%	\$4,822,688	\$258,589
Land Subdivision	237210	0	50	0.0%	\$1,377,644	\$0
Concrete	238110	5	222	2.3%	\$315,710	\$7,111
Masonry Contractors	238140	4	178	2.2%	\$444,864	\$9,997
Roofing Contractors	238160	0	252	0.0%	\$1,548,913	\$0
Other Foundation, Structure, and Building Exterior Contractors	238190	2	66	3.0%	\$1,391,994	\$42,182
Electrical Contractors	238210	11	582	1.9%	\$1,305,891	\$24,682
Plumbing, Heating, and Air-Conditioning Contractors	238220	1	861	0.1%	\$2,023,414	\$2,350
Drywall and Insulation Contractors	238310	0	226	0.0%	\$918,429	\$0
Landscaping	561730	9	1200	0.8%	\$100,453	\$753
Total					\$14,250,000	\$345,664
Weighted Base Figure						2.4%

SOURCES:

1. 2021 County Business Patterns, U.S. Census Bureau.
2. Florida UCP DBE Directory, October 2023.

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

E. Determination of the “Weighted” DBE Base Figure

The Step 1 DBE Base Figure for each project was derived by using a weighting process by which the percentage of dollars spent on various activities (represented by NAICS codes) were multiplied by the percentage of relevant DBE firms to all relevant firms as indicated in Table 3a-i above.

II. Adjustments to the DBE Base Figure

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

“...additional evidence in the sponsor’s jurisdiction be considered to determine what adjustment, if any, is needed to the base figure in order to arrive at your overall goal” (26.45(d)).

A. Adjustment Factors to Consider

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

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

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

**Table 4: Melbourne-Orlando International Airport
DBE Accomplishment**

Report Period	DBE Goal	DBE Percentage Achieved	Achieved Over/Under
FY 2018	11.9%	4.6%	-7.3%
FY 2020	8.7%	2.7%	-6.0%
FY 2021	4.7%	2.0%	-2.7%
FY 2022	4.7%	1.9%	-2.8%
Median	6.7%	2.4%	-4.4%

SOURCE: Uniform Report of DBE Commitments/Awards and Payments

The median DBE accomplishment for the periods, as shown above, for the Authority is 2.4%. Although the median is 2.4% the Authority will use the FY 2018 accomplishment of 4.6% as its adjustment factor. The Authority feels 4.6% more accurately reflects DBE capacity.

B. Consultations

The Authority held a public meeting on November 17, 2023. The purpose of the meeting was to solicit information from interested stakeholders about the draft goal, as well as the availability of potential DBEs at the Airport, the effects of discrimination on opportunities for DBEs, and the Airport’s effort to increase DBE participation. Please see Appendix A for the attendee list and consultation comments.

C. Adjustment to Step 1 DBE Base Figures: Melbourne-Orlando International Airport, FY 2022 - FY 2024

With the adjustment factors considered to this point, the Authority will adjust the Step 1 base figures as calculated above with the adjustment factor of (4.6%). The Authority will average the step 1 figure for each project with the adjustment factor. The adjusted goal for each project will be multiplied with the federal dollars to calculate a DBE goal in dollars.

**Table 5: Melbourne-Orlando International Airport
FY 2022 – FY 2024 Overall Goal**

Fiscal Year	Project	Step 1	Step 2 adjustment	Overall Goal	AIP Dollars	DBE Goal (dollars)
FY 2022	Prepare Plans and Specifications - Rehabilitate Taxiway Pavements	3.2%	4.6%	3.9%	\$233,693	\$9,072
	Terminal Renovation and Expansion - Public Spaces	3.0%	4.6%	3.8%	\$1,924,000	\$73,194
FY 2022 Total				3.8%	\$2,157,693	\$82,266
FY 2023	Rehabilitate Taxiway C	16.6%	4.6%	10.6%	\$2,003,361	\$211,978
	Prepare Plans and Specifications - Rehabilitate Taxiway A and Realign Connectors	3.2%	4.6%	3.9%	\$500,840	\$19,442
	Terminal Renovation and Expansion - New Gate, Fire Sprinklers, Plumbing Upgrades, Terminal Floor, HVAC (BIL-D)	3.0%	4.6%	3.8%	\$29,476,221	\$1,121,353
FY 2023 Total				4.2%	\$31,980,422	\$1,352,773
FY 2024	Modify Airfield Lighting Vault	2.3%	4.6%	3.5%	\$1,962,943	\$67,887
	Rehabilitate Taxiway A and Realign Connectors	16.6%	4.6%	10.6%	\$24,758,370	\$2,619,714
	Terminal Renovation and Expansion - Inline Baggage System (BIL-E)	2.5%	4.6%	3.5%	\$3,000,000	\$106,069
	Terminal Renovation and Expansion - Roof Replacement, Electrical Upgrades (BIL-E)	2.4%	4.6%	3.5%	\$14,250,000	\$500,582
FY 2024 Total				7.5%	\$43,971,313	\$3,294,252
FY 2022 - FY 2024 Overall Goal				6.1%	\$78,109,428	\$4,729,291

The total DBE goal in dollars was divided by the total federal portion of the projects to derive the overall DBE goal of 6.1% for FY 2022 - FY 2024.

III. Process

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

Following this consultation, the Authority published a notice of the proposed overall goal, informing the public that the proposed goal and its rationale were available for review and comment during normal business hours at the Authority's administrative office, for 30 days following the date of the notice. The notice included addresses (including offices) to which comments could be sent and addresses where the proposal could be reviewed. This process was used to establish the goals for FY 2022 to FY 2024.

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

IV. Breakout of Estimated Race-Conscious/Race-Neutral Participation

The Authority will meet the maximum feasible portion of its overall goal by using race-neutral means of facilitating DBE participation. The Authority will use a combination of the following race-neutral means to increase DBE participation:

1. Arranging solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitate DBE and other small businesses participation (e.g., unbundling large contracts to make them more accessible to small businesses, encouraging prime contractors to subcontract portions of work that they might otherwise perform with their own forces);
2. Disseminating information communications on contracting procedures and specific contract opportunities (e.g., ensuring the inclusion of DBEs, and other small businesses, on recipient mailing lists for bidders, ensuring the dissemination to bidders on prime contracts of lists of potential subcontractors).

The Authority proposes a race-conscious goal of **6.1%** and a race-neutral goal of **0.0%**. The reason for this breakout is that the projects from previous years show that the median amount by which the past DBE goals were under-achieved is **4.4%** (see **Table 4**).

The Authority will adjust the estimated breakout of race-neutral and race-conscious participation as needed to reflect actual DBE participation (26.51(f)) and it will track and report race-neutral and race-conscious participation separately. For reporting purposes, race-neutral DBE participation includes, but is not necessarily limited to, the following: DBE participation through a prime contract; a DBE obtains through customary competitive procurement procedures; DBE participation through a subcontract on a prime contract that does not carry a DBE goal; DBE participation on a prime contract exceeding a contract goal; and DBE participation through a subcontract from a prime contractor that did not consider a firm's DBE status in making the award.

V. Contract Goals

The Authority will use contract goals to meet any portion of the overall goal that the Authority does not project being able to meet using race-neutral means. Contract goals are established so that, over the period to which the overall goal applies, they will cumulatively result in meeting any portion of the overall goal that is not projected to be met through the use of race-neutral means.

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

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

Appendix A: Resource Listing

A. Resource Documents:

1. Florida UCP DBE Directory
2. 2021 County Business Patterns, Census Bureau
3. Uniform Report of DBE Commitments/Awards and Payments

Appendix B: Melbourne Orlando International Airport – Web conference – November 17, 2023

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

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

Questions/Comments

1. Are there any opportunities for technology companies?

The Airport will be updating it’s security system. Please check the Airport’s website under business opportunities www.mlair.com. You can also contact the Airport’s DBELO Summer Wyllie-Vitt at 321-723-6227 or swyllie-vitt@mlair.com.

2. Are there any upcoming opportunities for engineering services?

Not at this time.

Stakeholder Meeting Attendee List

Attendee	Organization
Pablo Auffant Matos	Auffant And Partners, LLC
Kristina	LTG, INC.
Hamid Elkheir	International Synergy For Technical Services LLC
Darrell Fullington	Trusted & Dependable Solutions LLC
Dharmesh Patel	Rudram Engineering, Inc
Alkesh Patel	Rudram Engineering
Davia Perley	Melbourne Orlando International Airport
Gil Ramirez	LTG, Inc.
Barbara Schempf	BLS Aviation
Mary Vuono	TraConcepts, LLC
Mike O’Dell	Melbourne Orlando International Airport
Summer Wyllie-Vitt	Melbourne Orlando International Airport
Wilfred Nixon	Ken Weeden & Associates
Danielle Andrews	Ken Weeden & Associates