



# Great Falls International Airport (GTF)

## Overall DBE Three-Year Goal Methodology

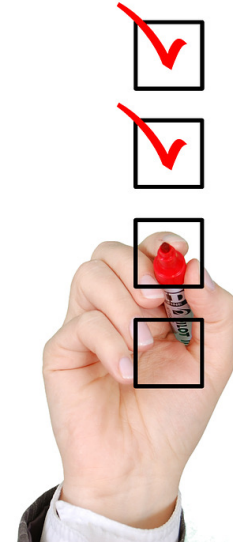
FY-2022-2024

October 1, 2021 through September 30, 2024

**Jacobs**

## PROGRAM OVERVIEW

- For all federally funded programs and projects, the Airport is encouraged to involve the participation of socially and economically disadvantaged individuals into their contracts.
- The Airport will ensure and promote that all business concessions will receive an equal opportunity to participate.
- The Airport will ensure nondiscrimination, eligibility, fair competition and opportunities and increase participation and awareness.
- The Airport will ensure and check businesses are properly complying, performing fair business practices, and will enforce appropriate program sanctions for non-compliance.



## WHO IS ELIGIBLE TO BE A DBE/ACDBE?

- For profit businesses that perform or seek to perform the related work.
- At least 51% owned by socially and economically disadvantaged individuals.
- Owners are US Citizens or lawful permanent residents
- Business's gross receipts from the previous 3 years are:
  - Less than 56.23 million for non-car rental
  - Less than 75.23 million for car rentals
- Personal net worth of individual is less than 1.32 million



# HOW TO PARTICIPATE?

- Apply and register under the State of Montana's Unified Certification (UCP) for DBE and ACDBE
- All airport concessionaires that are registered are eligible in this program.
- Website with instructions and support:
  - <http://www.mdt.mt.gov/business/contracting/civil/dbe.shtml>
- Key information needed:
  - % Business ownership
  - Financial assets
  - Gross receipts from previous 3 years



Appendix F  
**UNIFORM CERTIFICATION APPLICATION**  
**DISADVANTAGED BUSINESS ENTERPRISE (DBE) /**  
**AIRPORT CONCESSION DISADVANTAGED BUSINESS ENTERPRISE (ACDBE)**  
49 C.F.R. Parts 23 and 26

**Roadmap for Applicants**

**1. Should I apply?**

You may be eligible to participate in the DBE/ACDBE program if:

- The firm is a for-profit business that performs or seeks to perform transportation related work (or a concession activity) for a recipient of Federal Transit Administration, Federal Highway Administration, or Federal Aviation Administration funds.
- The firm is at least 51% owned by a socially and economically disadvantaged individual(s) who also controls it.
- The firm's disadvantaged owners are U.S. citizens or lawfully admitted permanent residents of the U.S.
- The firm meets the Small Business Administration's size standard and does not exceed \$23.98 million in gross annual receipts for DBE (\$50.42 million for ACDBEs). (Other size standards apply for ACDBE that are banks/financial institutions, car rental companies, pay telephone firms, and automobile dealers.)

**2. How do I apply?**

First time applicants for DBE certification must complete and submit this certification application and related material to the certifying agency in your home state and participate in an on-site interview conducted by that agency. The attached document checklist can help you locate the items you need to submit to the agency with your completed application. If you fail to submit the required documents, your application may be delayed and/or denied. Firms already certified as a DBE do not have to complete this form, but may be asked by certifying agencies outside of your home state to provide a copy of your initial application form, supporting documents, and any other information you submitted to your home state to obtain certification or to any other state related to your certification.

**3. Where can I send my application?**

MDT Civil Rights DBE Program PO Box 201060 Helena MT 59620 Fax: 406-444-7243

**4. Who will contact me about my application and what are the eligibility standards?**

The DBE and ACDBE Programs require that all U.S. Department of Transportation (DOT) recipients of federal assistance participate in a statewide Unified Certification Program (UCP). The UCP is a one-stop certification program that eliminates the need for your firm to obtain certification from multiple certifying agencies within your state. The UCP is responsible for certifying firms and maintaining a database of certified DBEs and ACDBEs for DOT grantees, pursuant to the eligibility standards found in 49 C.F.R. Parts 23 and 26.

**5. Where can I find more information?**

U.S. DOT—<https://www.civilrights.dot.gov/> (This site provides useful links to the rules and regulations governing the DBE/ACDBE program, questions and answers, and other pertinent information)

SBA—Small Business Size Standards matched to the North American Industry Classification System (NAICS): <http://www.census.gov/eos/www/naics/> and <http://www.sba.gov/content/table-small-business-size-standards>

In collecting the information requested by this form, the Department of Transportation (Department) complies with the provisions of the Federal Freedom of Information and Privacy Act (5 U.S.C. 552 and 552a). The Privacy Act provides comprehensive protections for your personal information. This includes how information is collected, used, disclosed, stored, and disposed. Your information will not be disclosed to third parties without your consent. The information collected will be used solely to determine your firm's eligibility to participate in the Department's Disadvantaged Business Enterprise Program as defined in 49 CFR 126.5 and the Airport Concession Disadvantaged Business Enterprise Program as defined in 49 CFR 123.7. You may review DOT's complete Privacy Act Statement in the Federal Register published on April 11, 2000 (65 FR 19477).

Under 49 C.F.R. 126.107, dated February 2, 1999 and January 28, 2011, if at any time, the Department or a recipient has reason to believe that any person or firm has willfully and knowingly provided incorrect information or made false statements, the Department may initiate suspension or debarment proceedings against the person or firm under 49 C.F.R. Parts 180 and 1200, Suspension/Debarment and Remediation, and/or refer the matter to the Department of Justice for criminal prosecution under 18 U.S.C. 1001, which prohibits false statements in Federal programs.

## Great Falls International Airport

### GTF Proposed Projects – FY2022 through FY2024

Fiscal Year	Proposed Projects Description	Contract Amount
2022	Terminal improvements – HVAC, Terminal Signage, Entry Concrete (Design and Construction)	\$1,275,00
2022	Terminal Improvements - Lobby Expansion (Phase II – Construction)	\$2,044,445
2022	Landside Improvements: Hwy to MANG (Phase III – Design/Bidding)	\$250,000
2023	Landside Improvements: Hwy to MANG (Phase III – Construction)	\$1,888,889
2023	Terminal Improvements – Roofing and Exterior Rehabilitation (Design and Construction)	\$3,500,000
2023	Southwest GA Improvements: Taxiway and GA Ramp (Phase I – Design/Bidding)	\$250,000
2023	Employee and Rental Car Lot Expansion (Design, Bidding, and Construction)	\$550,000
2023	Taxiway A Fog Seal and Striping (Design, Bidding, and Construction)	\$300,000
2024	Southwest GA Improvements: Taxiway and GA Ramp (Phase II – Construction)	\$1,500,000
2024	Public Pay Parking Expansion (Design, Bidding, and Construction)	\$500,000
2024	SRE Facility Expansion (Phase III – Design, Bidding, and Construction)	\$1,500,000
TOTAL		\$13,558,334

We will express our contract goals as a percentage of the total amount of a DOT assisted contract, not just the federal share of the DOT assisted contract. The DOT contract amount includes federal entitlements, discretionary funds, and local funds.

The logo for Jacobs, featuring the word "Jacobs" in a white, bold, sans-serif font on a blue background.

## OVERALL THREE-YEAR GOAL



0.00% Race- Conscious  
1.60% Race-Neutral

Total dollar amount to be expended on DBE's  
is \$216,933

## MARKET AREA

The Airport Market Area is defined as the area in which the substantial majority (generally, at least 75%) of the contractors and subcontractors with whom the airport does business are located and the area in which the airport spends the substantial majority of its contracting dollars.

Great Falls International Airport



**Based on the Bidder's List, a substantial majority (81/88 = 92.05%) of the bidders are located within these 5 counties: Cascade, Gallatin, Lewis and Clark, Missoula and Yellowstone.**

**Due to the distribution of these counties, the entire state of Montana has been considered as the market area.**

**Jacobs**

## Determine a Base Figure for the Overall Goal

GTF calculated a base figure using the criteria suggested in  
49 CFR Part 26.45 as follows

Using Unified Certification Program DBE Directories, the Airport  
identified the number of DBE businesses in the Airport Market Area  
that were classified under the 2017 North American Industry  
Classification System (NAICS) codes:

## Determine NAICS Classification Codes & Percentage of Work

### 2017 North American Industry Classification System (NAICS) Codes

237310 – Prime Contractors 50%	238320 – Building (Painting) 1%	541380 – Quality Control Testing 1%
238110 – Concrete Specialty Work 2%	238330 – Building (Flooring) 2%	561730 – Erosion Control and Seeding 1%
238120 – Building (Steel) 3%	238910 – Earthwork and Site Preparation 1%	
238140 – Building (Masonry) 3%	238990 – Other Specialty Contractors 8%	
238160 – Building (Roofing) 4%	423990 – Material Supplier 1%	
238210 – Electrical 6%	541330 – Engineering Services 12%	
238220 – Building (Mechanical) 4%	541370 – Surveying 1%	



## Determined Availability in Market Area Data Collection & Calculations

- Market Area- Montana
- Type of Work and % of Work
- # DBEs
- # Total Firms



Basic Calculation  
Total DBEs/All Firms  
4/76

Amount Weighted by Type and Percentage of Work  
=  
**1.60%**

## Base Figure Adjustments

Reviewed GTF's DBE past participation levels and the disparity study conducted for the Montana Department of Transportation (MDT) to determine if an adjustment to the base figure was required. Considering the lack of consistency in past participation, as well as differing project scopes, **the base goal of 1.60% will not be adjusted for past participation.**

**0.00% Race-Conscious**

**1.60% Race-Neutral**



## PUBLIC PARTICIPATION

Questions and Answers