

Disadvantaged Business Enterprise (DBE)
Small Business Program

of the

Fort Smith Airport Commission

as Sponsor of
Fort Smith Regional Airport

February 20, 2012

DBELO – Kathey Boze, Director of Administration
6700 McKennon Boulevard, Suite 200
Fort Smith, AR 72903
Phone: (479) 452-7000
Fax: (479) 452-7008
Kathey@FortSmithAirport.com



ATTACHMENT 9

SMALL BUSINESS PROGRAM

A. Overview

The Fort Smith Regional Airport (hereinafter called "Airport") will start a small business program to implement strategies that will facilitate competition by small business enterprises (SBEs) on DOT-assisted projects. The small business program will assist the airport in creating opportunities for race- and gender-neutral participation on DOT-assisted projects. Upon approval by the FAA, the small business program will become an attachment to the Airport's approved DBE program.

For this program, a small business is defined as one meeting the requirements of a CFR Part 26 for a "Small Business Concern". Only SBEs meeting this definition will be considered for inclusion in the small business program. SBEs shall be certified as small businesses with the US Small Business Administration (www.SBA.gov) or the Arkansas Economic Development Commission. The Airport will use these sources to verify SBE certification.

The Airport's small business program will adhere to the following assurances:

1. All the strategies listed in this program are authorized under Arkansas state law.
2. Certified DBEs that meet the size criteria established under this program are presumptively eligible to participate in this program.
3. There are no geographic preferences or limitations imposed on any federally assisted procurements included in this program.
4. There are no limits on the number of contracts awarded to firms participating in the program; however, every effort will be made to avoid creating barriers to the use of new, emerging, or untried businesses.
5. Aggressive steps will be taken to encourage minority and women owned firms that are eligible for DBE certification to become certified.
6. This program is open to all small businesses regardless of their location.

B. Strategies

The airport plans to use the following strategies to help eliminate obstacles for SBE participation on DOT-assisted projects. These strategies have been selected by the Airport because they can be successfully implemented by the current airport staff and have the greatest opportunity for race- and gender-neutral DBE participation at the Airport.

- For large construction contracts (those over \$1,000,000), the Airport will require bidders on the prime construction contract to specify elements of the contract or specific subcontracts that are of a size that small businesses can reasonably perform.
- For large construction projects (those over \$1,000,000) that can be reasonably unbundled, the airport will unbundle such construction contracts to a size that SBEs can reasonably perform. For this case, the phrase "reasonably unbundled" refers to projects that have work items that can be split from the project so that the project can be performed by two separate contractors in separate work areas.
- Advertise in small business or state-wide publications the steps required for a DBE firm to become certified.
- The Airport will begin posting small business opportunities on their website (www.fortsmithairport.com).

C. Implementation

The Airport will begin implementation of the proposed plan immediately upon receiving approval from the FAA. The Airport will fully implement the program in the time frame as established by the FAA but no more than 9 months after FAA approval of the program.

D. Reporting

All race-neutral DBE participation obtained by the plan will be reported as part of the Airport's annual DBE Accomplishment Reporting. In addition, the airport will track the plan's small business participation on an annual basis.