



**Subject:** Stakeholder Consultation on Proposed ACDBE Participation Goals for FFY 2019-2021

Dear Colleagues,

The Capital Region Airport Commission (Commission) is required to submit to the Federal Aviation Administration (FAA) overall, three-year goals for Airport Concession Disadvantaged Business Enterprise (ACDBE) participation in concessions at Richmond International Airport (RIC) and the methodology for establishing the goals. Before submitting this information to FAA, the Commission is conducting a webinar to seek public comment on its proposed overall ACDBE participation goals of 17.75% for non-car rental concessions and 0.93% for car rental concessions for federal fiscal years 2019-2021. The webinar will be held:

Thursday, September 20, 2018  
**9:30 am to 11:30 am (EST)**

**Please register for the webinar at:**

<https://attendee.gotowebinar.com/register/4195376125152409101>

**After registering, you will receive a confirmation email containing information about joining the webinar.**

The Commission encourages your participation. Your comments are important to us, and we will incorporate them into our overall ACDBE goal and methodology submission. They may also be used to improve the effectiveness of our ACDBE program. We welcome information concerning the availability of disadvantaged businesses for concession opportunities, the effects of discrimination on opportunities for ACDBEs, and the Commission's efforts to increase participation of ACDBEs. Please send any information you wish to share to Russ Peaden not later than September 25, 2018:

Email: [rpeaden@flyrichmond.com](mailto:rpeaden@flyrichmond.com)

Fax: (804) 652-2610

Mail: ACDBE Liaison Officer

Capital Region Airport Commission

1 Richard E. Byrd Terminal Dr.

Richmond International Airport, VA 23250

Please also forward this invitation to other individuals, businesses and professional organizations that you believe would want to participate in our stakeholder consultation webinar meeting. Thanks in advance for your participation!

Sincerely,

A handwritten signature in blue ink, appearing to read "Jon E. Mathiasen", is written over a blue horizontal line that extends across the page.

Jon E. Mathiasen A.A.E.  
President & CEO