

List of Certifying CUCP DBE Agencies

- **California Department of Transportation
Office of Civil Rights**
1823 14th Street
Sacramento, CA 95811
916) 324-1700
- **City of Fresno**
2600 Fresno St., Room 2156
Fresno, CA 93721-3622
(559) 621-1163
- **City of Los Angeles**
1149 S. Broadway Street, Suite 300
Los Angeles, CA 90015
(213) 847-2684
- **Los Angeles County Metropolitan
Transportation Authority (METRO)**
One Gateway Plaza
Los Angeles, CA 90012
(213) 922-2600
- **San Francisco Bay Area Rapid Transit
(BART)**
300 Lakeside Drive, 18th Floor
Oakland, CA 94612
(510) 464-6100
- **San Francisco Municipal Transportation
Agency (SFMTA)**
1 South Van Ness Avenue, 6th Floor
San Francisco, CA 94103
(415) 701-4436
- **San Mateo County Transit District
(SAMTRANS) & Peninsula Corridor Joint
Powers Board (JPB)**
1250 San Carlos Avenue
San Carlos, CA 94070
(650) 508-7939
- **Santa Clara Valley Transportation Authority
(VTA)**
3331 North First Street, Bldg. A
San Jose, CA 95134
(408) 321-5962

List of Certifying CUCP ACDBE Agencies

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of Civil Rights**
1823 14th Street
Sacramento, CA 95811
324-1700
- **City of Los Angeles**
1149 S. Broadway Street, Suite 300
Los Angeles, CA 90015
(213) 847-2684
- **San Diego Regional Airport Authority
Small Business Development Department**
P. O. Box 82776
San Diego, CA 92138
Ph. (619) 400-2568
(San Diego Concessions Only)
- **San Francisco International Airport (SFO)
Small Business Affairs Office**
P.O. Box 8097
San Francisco, CA 94128
Ph. (650) 821-5021
(SFO Concessions Only)
- **City of Fresno**
2600 Fresno St.
Fresno, CA 93721-3623
(559) 621-7036

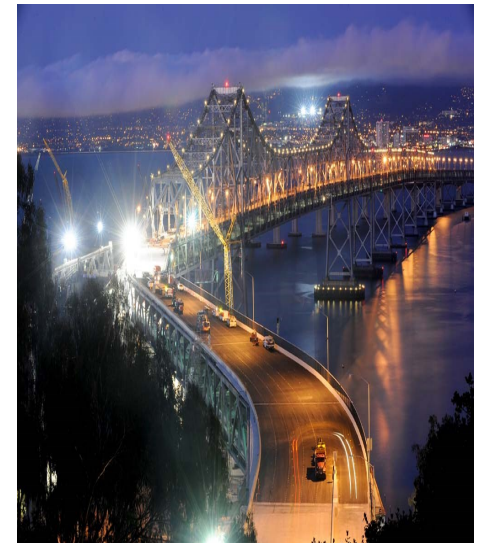
For individuals with disabilities, this document is available in Braille, large print, or computer disc. To obtain a copy in one of these alternative formats, please contact:

California Department of Transportation
Office of Civil Rights Certification Branch
1823 14th Street
Sacramento, CA 95811
(916) 324-1700
TTY: 711
Email address: DBE.Certification@dot.ca.gov

January 2021



How to apply for Disadvantaged Business Enterprise (DBE) Certification?



California Unified
Certification Program
(CUCP)

What are the main eligibility requirements for DBE certification?

Social and Economic Disadvantage:

A disadvantaged owner must be a U.S. Citizen (or resident alien) and meet the federal definition of socially and economically disadvantaged as defined in the Code of Federal Regulation 49 CFR Part 26.67. Presumptive groups include women, Black Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, Subcontinent Asian-Americans, or any individual found to be socially and economically disadvantaged on a case-by-case basis.

Personal Net Worth: Only disadvantaged persons having their personal net worth (PNW) of less than \$1.32 million can be considered as a potential qualified DBE.

Business Size Standard: A firm (including affiliates) must be a small business as defined by the U.S. States Small Business Administration. Average annual gross receipts over the previous three fiscal years may not exceed \$26,290,000 (\$56,420,000) for airport concessions in general, with some exceptions). Lower size standards may apply depending on business activity determination.

Ownership: Must be a for-profit small business concern, where socially and economically disadvantaged individual(s) own at least 51 percent interest in the firm.

Independence: The business must not be affiliated with another firm in such a way as to compromise its independence and control.

Management and Control: The DBE owner(s) must possess the power to direct or cause the direction of the management and policies of the firm and to make day-to-day decisions, as well as long-term decisions on matters of management, policy and operations.

On-Site Visit: The Federal regulations require an on-site review be conducted for all DBE applicants.

How can I apply for DBE certification?

To begin the process, go to the Caltrans website at: <https://dot.ca.gov/programs/civil-rights/dbe>

Click on the box "Become DBE Certified" and check the boxes as it pertains to your firm. This takes you to the DBE application.

For your convenience, a list of helpful resources is located on the Caltrans website at: <https://dot.ca.gov/programs/civil-rights/dbe>

Under the OCR Links heading click on Disadvantaged Business Enterprise and then DBE Certification Resources. This connects you to the federal regulations, sample DBE application packet, and the application process flowchart. For questions, contact the Caltrans DBE Certification Office at:

(916) 324-1700, Monday—Friday
8:00 a.m.-5:00 p.m. OR
DBE.Certification@dot.ca.gov

Where do I send my application once it has been completed and notarized?

See the list of certifying agencies on the back of this pamphlet and submit your application to the nearest agency in your firm's geographic location. Include all the required supporting documents as it applies to your firm to ensure completeness of the application package.

If you have any additional questions, please contact the nearest agency to your firm for assistance.

What are the benefits of being DBE certified?

- Certification is recognized by 600 local agencies in California.
- Expands opportunities to participate in federally-funded projects.
- Become accessible to prime contractors needing to fulfill DBE participation goal requirements.
- Listing in official directories such as the DBE database used by prime contractors.
- Increase opportunities to network at events such as procurement fairs and pre-bids.
- Eligible for mentor protégé opportunities such as Caltrans' Cal-Mentor programs.
- No fees to apply, except the cost of having your application notarized.