

**City of Los Angeles Certification Information**  
**Small Local Business (SLB)**  
**Minority/Women Business Enterprise (MBE/WBE)**  
**Disadvantaged Business Enterprise (DBE)**  
**Airport Concession Disadvantaged Business Enterprise (ACDBE)**

**Certification Criteria:**

	SLB	MBE/WBE*	DBE*	ACDBE
<b>Ownership &amp; Control</b>	Not Applicable	At least 51% owned <u>and</u> controlled by one or more minority <sup>1</sup> individuals or women	At least 51% owned <u>and</u> controlled by one or more socially and economically disadvantaged individuals <sup>2</sup>	
<b>Qualifying Owner's Personal Net Worth</b>	Not applicable	Not Applicable	Less than <b>\$1,320,000</b> (excluding equity in primary residence and applicant business)	
<b>Size Standards (Avg. of 3 yrs gross receipts, including affiliates)<sup>3</sup></b>	Less than \$3 million	Not Applicable	Small Business Administration Size Standards up to <b>\$23.98</b> million	Less than <b>\$56.42</b> million
<b>Type of Business</b>	Firm headquartered in Los Angeles County  Competitively bid City procurement contracts less than \$100,000	Any for-profit, independent business pursuing business on City-funded contracts	Any for-profit, independent business doing business on Federal DOT funded contracts (e.g. highway, bridge, or transit construction)	A business that is: (a) located on the airport selling consumer goods or services to the public (excludes taxi, custodial & security services, and aeronautical activities) <b>OR</b> (b) Suppliers of goods and services to concessionaires (includes management, advertising, & web-based contractors)

\* **Centralized Certification Administration (CCA) will only accept DBE, MBE and WBE applications from firms with the principal office in the City of Los Angeles.**

<sup>1</sup> Black American, Hispanic American, Native American, Asian-Pacific American, or Subcontinent Asian American;

<sup>2</sup> Members of the minority groups listed above and women are presumed to be disadvantaged. Any other individual may be determined to be socially and economically disadvantaged on a case-by-case basis.

<sup>3</sup> For SLB, only the previous fiscal year's gross receipts is taken into account.

**Benefits of MBE/WBE/DBE/ACDBE Certification:**

1. Certification can raise a firm's profile in competing against non-certified subcontractors.
2. Certification provides marketing exposure to prime contractors and government agencies through the City of LA's online MBE/WBE/DBE/ACDBE database (<http://bca.lacity.org>) and the statewide DBE/ACDBE database ([www.californiaucp.com](http://www.californiaucp.com)).
3. The DBE certification is honored by agencies with DBE programs throughout California, including Caltrans and the LA County Metropolitan Transportation Authority (Metro).

**Benefits of SLB Certification:**

The firm receives a 10% preference on competitively bid contracts of \$100,000 or less. The preference is determined by taking 10% of the lowest bid received by a non-certified firm, and subtracting that amount from the bid of the SLB certified firm. If, after the preference is applied, the SLB's bid is less than or equal to the lowest non-certified firm's bid, the SLB will be awarded the contract.

**Frequently Asked Questions:**

**1. My firm is certified by another agency. Do I need to go through the certification process again?**

**Answer:** It depends which agency issued your certification. The City recognizes MBE/WBE certifications issued by **Caltrans**. The City will also honor **MBE** certifications issued by the **Southern California Minority Supplier Development Council (SCMSDC)**, and **WBE** certifications issued by the **Women’s Business Enterprise Council-West (WBEC-West)**.

The City recognizes Disadvantaged Business Enterprise (DBE) certification from any agency in the California Unified Certification Program (CUCP). In addition, if the DBE firm is owned and controlled by minority or women, the City will also recognize it as a certified MBE/WBE.

**Roster of California CUCP DBE/ACDBE Certifying Agencies**

Area	Submit Application Package to:	
Riverside, Imperial, San Diego, & Los Angeles Area	<p align="center"><b>CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)</b>            Phone: (916) 324-1700 or (866) 810-6346  <a href="http://www.dot.ca.gov">www.dot.ca.gov</a></p> <p><b>CITY OF LOS ANGELES</b>            Phone: (213) 847-2684  <a href="http://bca.lacity.org">http://bca.lacity.org</a>  <i>*City of Los Angeles firms only</i></p>	<p align="center"><b>LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY (METRO)</b>            Phone: (213) 922-2600  <a href="http://www.metro.net">www.metro.net</a></p>
Bay Area/ Central Valley	<p><b>S.F. BAY AREA RAPID TRANSIT DISTRICT (BART)</b>            Phone: (510) 464-6195  <a href="http://www.bart.gov">www.bart.gov</a></p> <p><b>CITY OF FRESNO</b>            Phone: (559) 621-1182  <a href="http://www.fresno.gov">www.fresno.gov</a></p> <p><b>SANTA CLARA VALLEY TRANSPORTATION AUTHORITY (VTA)</b>            Phone: (408) 321-5962  <a href="http://www.vta.org">www.vta.org</a></p>	<p><b>SAN FRANCISCO MUNICIPAL TRANSPORTATION AGENCY (SFMTA)</b>            Phone: (415) 701-4443  <a href="http://www.sfmuni.com">www.sfmuni.com</a></p> <p><b>SAN MATEO COUNTY TRANSIT DISTRICT (SAMTRANS)</b>            Phone: (650) 508-7939  <a href="http://www.samtrans.com">www.samtrans.com</a></p> <p><b>CENTRAL CONTRA COSTA TRANSIT AUTHORITY (CCCTA)</b>            Phone: (925) 676-1976  <a href="http://www.cccta.org">www.cccta.org</a></p>
Northern California	<p align="center"><b>CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)</b>            Phone: (916) 324-1700 or (866) 810-6346  <a href="http://www.dot.ca.gov">www.dot.ca.gov</a></p>	
Statewide ACDBE Certification	<p><b>CITY OF LOS ANGELES (see above)</b></p> <p><b>SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY</b>            619-400-2572  <a href="http://www.san.org">www.san.org</a></p>	<p><b>CALTRANS (see above)</b></p> <p><b>SAN FRANCISCO INTERNATIONAL AIRPORT</b>            650-821-5021  <a href="http://www.flysfo.com">www.flysfo.com</a></p>

**2. Once certified, how do firms procure contracts?**

**Answer:** The Business Assistance Virtual Network (BAVN) is a free service provided by the City of Los Angeles. You can view information about contractual opportunities offered by the various City departments in one convenient location, and can also search for certified subcontractors to complement your proposal or bid. If you wish to be notified of future City contract opportunities, please register in the BAVN at: <http://labavn.org>.

**For More Information:**

For additional information, answers to frequently asked questions, or to download an application form, visit <http://bca.lacity.org>. You can also contact the Centralized Certification Section at **(213) 847-2684**.