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***Certification Office for Business  
Inclusion and Diversity***

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## **History of Certification**

“ . . . since 1983, a statutory provision requiring DOT to ensure that at least 10% of the funds authorized for the highway and transit financial assistance programs be expended with DBEs. DOT has established a single DBE goal, encompassing both firms owned by women and minority group members.”

See more at: <https://www.transportation.gov/civil-rights/disadvantaged-business-enterprise/dbe-program-overview#sthash.OqgmXOTO.dpuf>



## **Sole Certification Agency for the State of Oregon**

### **Disadvantaged Business Enterprise (ACDBE and DBE)**

*Funded by federal transportation dollars - (FHWA, FTA, and FAA)*

*\*DOT assisted projects*

### **Minority and Women Business Enterprise (M/WBE)**

**Service Disabled Veteran (SDV)**

**and Emerging Small Business (ESB)**

*Funded by state, county, city and special jurisdiction dollars*

*\*Any type of project*

**The D/M/WBE and SDV programs based on the individual**

**ESB Program based on the size of the business**

**\*SDV and ESB certifications race and gender neutral**



## What is Certification

- To ensure that small disadvantaged business **can compete fairly** for public contracting opportunities.
- To ensure that **only eligible firms** participate.
- To assist firms in **competing outside** the programs.



## **Benefits of Certification**

- Opportunity to bid on goal orientated contracts
  - Federal, state, county, and city projects
  - Large firms have programs and policies designed to engage and foster utilization of certified firms
- Awards aside from goals
  - \$10,000 direct award (State)
  - \$50,000 professional services
- Opportunities targeted toward emerging small businesses
  - \$100,000 Direct award through ODOT ESB program
  - Emergency response list



## **Benefits of Certification**

- Prime contractors
- Networking opportunities and events
- Exposure - Marketing tool
- Education opportunities
- Mentorship programs



## **Endless Opportunities**

Construction, Engineering, Architecture services

Building Maintenance and cleaning

Metal fabrication

Landscaping

Kitchen equipment

Uniforms and safety equipment

Fresh fruit-vegetables, frozen/canned food

Refrigeration repair

Medical supplies

Recreation equipment

Laundry supplies

Adult foster care provider

Nurses

Forestry

Consulting

Translation.....

# Mandatory Eligibility Requirements for Certification

## D/M/WBE and SDVC Programs:

- For-profit
- U.S. citizen
- Own at least 51% of your firm
- Control and manage day-to-day operations
- Contribution of capital
- Professional licensing
- Gross annual receipts (3 yr. average) not to exceed \$23.98 million

## DBE Specific:

- Certified in home state (DBE)
- Personal net worth not to exceed \$1.32 million





## Qualifications for ESB Certification

- Race and gender neutral
- **Oregon business** (*according to federal tax filing*)
- Properly **licensed** (*e.g., Engineering, Architecture, etc.*)
- **Registered** with Secretary of State
- No joint ventures
- Size guidelines – 12 year certification
  - Tier 1: < **19 employees**,  
non-construction **\$755,894.01** and Construction **\$1,259,823.37**
  - Tier 2: < **29 employees**,  
non-construction **\$1,889,735.05** and Construction **\$3,779,470.12**



## **Online Application - [www.orcobid.com](http://www.orcobid.com)**

- Step-by-step application process
- Submission of supporting documents
- Efficient processing time
- Easy access to your certification
  - Updating
  - Scheduling
  - Tutorials



## **Determining NAICS Codes – [www.NAICS.com](http://www.NAICS.com)**

North American Industry Classification System (NAICS)

How the government communicates: **Standardize communication and collect, analyze, and publish statistical data.**

### **Key Points When Determining NAICS**

- Focus on key services
- No limitation to number of codes on certification
- Include specific, key wording
- Business description
- Change codes as services change
- Marketing tool



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