



San Diego Community College District Propositions S & N Construction Bond Program

*Approved Certifying Agency Policy Directive for
Small, Disadvantaged, Minority, Woman-owned, and Disabled Veteran Business Enterprises*

The District is committed to assuring transparency and the capture and reporting of accurate data in the implementation of the Propositions S and N Small Contractor Outreach Program. To this end, the District has identified and approved certifying agencies that use comprehensive and rigorous standards in determining Small, Disadvantaged, Minority, Woman-owned, and Disabled Veteran Business Enterprises (S/D/M/W/DVBE) certification eligibility.

The District's [Propositions S & N S/D/M/W/DVBE Certification Verification Form](#) requires the listing of certification identification numbers and expiration dates for all certified businesses. An affidavit that describes sanctions for providing false information must be signed under penalty of perjury and is incorporated in the form. The data provided is reviewed and verified by the District's outreach team before the applicant's participation is counted and recorded.

Consistent with the practices of other regional public agencies, certifications issued by entities that require the payment of fees (certification application processing and annual) will not be accepted. Interested and eligible firms are encouraged to pursue certification from the approved certifying agencies listed below.

1. California Department of General Services (DGS)

- Small Business Enterprise (*State size standard*)
- Disabled Veteran Business Enterprise

2. California Public Utilities Commission (CPUC) Supplier Clearinghouse

- Minority-owned Business Enterprise
- Women-owned Business Enterprise

3. California Unified Certification Program (CUCP/CALTRANS)

- Disadvantaged Business Enterprise
- State Minority Business Enterprise (*SBA size standard*)
- State Woman-owned Business Enterprise (*SBA size standard*)

4. City of San Diego

- Small Local Business Enterprise
- Emerging Local Business Enterprise

(See <http://www.sandiego.gov/eoc/pdf/slbe.pdf> for definitions and size standards)

5. Los Angeles County Metropolitan Transportation Authority (METRO)

- Disadvantaged Business Enterprise
- Small Business Enterprise (*SBA size standard*)

6. Small Business Administration (SBA)

- SBA-Certified 8(a) Program participants

(Reported by SDCCD as a certified Disadvantaged Business Enterprise, and identified through the System for Award Management (SAM))

Firms are encouraged to submit the [Certification Verification Form](#) with all bids, including copies of current certification documents.

Certification Resources

California Department of General Services (DGS)

DGS is the State's certifying agency for Small and Disabled Veteran Business Enterprises.

- **Office of Small Business & Disabled Veteran Business Enterprise Services**
<http://www.dgs.ca.gov/pd/Programs/OSDS.aspx>

California Department of Transportation (Caltrans) Unified Certification Program (CUCP)

Caltrans' Office of Business & Economic Opportunity (OBEO) is dedicated to increasing the participation of disadvantaged business enterprise in both Federal and State contracting and procurement. The Los Angeles County Metropolitan Transportation Authority (METRO) and the City of Los Angeles are California Unified Certification Program (CUCP) "certifying members."

- **California Unified Certification Program**
http://www.dot.ca.gov/hq/bep/business_forms.htm
- **Metro**
<http://www.metro.net/about/deod/cucp/>
- **City of Los Angeles**
http://bca.lacity.org/index.cfm?nxt=cc&nxt_body=div_occ_cca_forms.cfm

California Public Utilities Commission (CPUC) Supplier Clearinghouse

The CPUC Utility Supplier Diversity Program was mandated by the California State Legislature to require participating utilities to establish voluntary procurement goals of 5% for Women-owned Business Enterprises (WBE), and 15% for Minority Business Enterprises (MBE). The directive was subsequently augmented with a 1.5% goal for California Department of General Services certified Disabled Veteran Business Enterprises (DVBE). The Supplier Clearinghouse certifies and verifies that firms listed in the clearinghouse database maintain 51% ownership and control by minority group members, women and state-certified disabled veterans. Applications and information are available at <http://www.suppliernetwork.net/CPUC/>.

City of San Diego

The City of San Diego encourages utilization and participation Small Local Business Enterprises (SLBEs) in City contracts. A program overview, applications and other information are available at <http://www.sandiego.gov/eoc/boc/slbe.shtml>.

Small Business Administration (SBA)

Created in 1978, the SBA reviews Congressional legislation, testifies on behalf of small business, and assesses the impact of the regulatory burden on behalf of small businesses. The SDCCD recognizes the SBA's 8(a) Program Participants as certified *Disadvantaged Business Enterprise (DBE)*. Eligibility information and criteria is available at <http://www.sba.gov/category/navigation-structure/how-apply>. SBA-certified 8(a) participants are identified through the System for Award Management (SAM) registry database.

SDCCD and its outreach consultant team will monitor regulatory and other changes that may impact implementation of the Propositions S and N Small Contractor Outreach Program. Particular attention will be given to issues associated with S/D/M/W/DVBE certification. Updates will be provided to the contracting community as the District's construction bond program progresses.