

DOTD DISADVANTAGED BUSINESS ENTERPRISE (DBE)/SMALL BUSINESS ELEMENT (SBE) PROGRAMS

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**House Committee on Minority, Female and
Veteran Enterprises**

December 17, 2020 – 2:00 p.m.



The DBE/SBE Program



The DBE/SBE Program SUPPORTIVE SERVICES

Consultants:

- **SJB Group – Region A** (LADOTD Districts: Shreveport-04, Monroe-05, Chase-58, Lake Charles-07, Lafayette-03, Alexandria-08, Baton Rouge-61)
- **Urban League of Louisiana – Region B** (New Orleans-02, Hammond-62)

The DBE/SBE Program

- In 1999, the U.S. Department of Transportation mandated that each state develop a Unified Certification Program
- In 2003, the Louisiana Unified Certification Program (LAUCP) was implemented and is now in full operation

The DBE/SBE Program

- 49 CFR Part 26 - PARTICIPATION BY DISADVANTAGED BUSINESS ENTERPRISES IN DEPARTMENT OF TRANSPORTATION FINANCIAL ASSISTANCE PROGRAMS
- U.S. DOT Recipients includes:
 - Federal Highway Administration (FHWA)
 - Federal Aviation Administration (FAA)
 - Federal Transit Administration (FTA)

The DBE/SBE Program

- There are Four (4) Certifying Agencies in Louisiana, Divided into 2 Regions
- **REGION 1 – CERTIFIES STATEWIDE**
 - Louisiana Department of Transportation & Development
- **Region 2 – CERTIFIES IN THE NEW ORLEANS AREA ONLY**
 - Louis Armstrong New Orleans International Airport
 - New Orleans Regional Transit Authority
 - Louisiana Department of Transportation & Development – New Orleans Location

The DBE/SBE Program

- Only firms that are certified with the LA UCP can be counted towards DBE goals for projects requiring DBE Participation.
- A DBE or SBE project goal is a percentage of the awarded contract amount that must be subcontracted by the Prime Contractor to certified DBE or SBE firms.
- All project goals are set by the DBE and SBE Goal Committee prior to advertisement. The project is examined to determine the location and scope of services. The DBE and SBE certified directories are used to assess the number of firms certified in the specific items listed in the scope of work.
- Small Business Element (SBE) goals are set on projects that are estimated to be between \$150,000 and \$500,000.
- Disadvantaged Business Enterprise (DBE) goals are set on projects that are estimated at \$500,000 and above

DBE CERTIFICATION

of polynesia



DBE CERTIFICATION

- For-profit small business concern.
- 51 percent owned by one or more individual(s) who are both socially and economically disadvantaged.
- Eligibility requirements for certification as a DBE are stated in 49 CFR, Part 26, Subpart D-Certification Standards.
- Presumptive groups include **Women, Black Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, Subcontinent Asian-Americans, or other minorities** found to be disadvantaged by the regulations, or any individual found to be socially and economically disadvantaged on a case-by-case basis.

DBE CERTIFICATION

- PERSONAL NET WORTH - \$1.32 Million
- BUSINESS SIZE STANDARD – Cannot exceed \$23.98 Million in 3-year average of Gross Receipts
- OWNERSHIP
- INDEPENDENCE
- MANAGEMENT AND CONTROL

DBE WEBPAGE



DOTD A-Z | CONTACT US | SITE MAP | EMPLOYEE PORTAL

Search for Projects, Services, Manuals or Other Information



About DOTD

Employment

Maps / GIS

News & Events

My DOTD

RESIDENTS
In My Community

BUSINESS
Working With DOTD

GOVERNMENT
State and Local Resources

INSIDE
La DOTD

Home ▶ Inside LaDOTD ▶ [Divisions](#) ▶ Administration ▶ Compliance

- Contract Compliance Unit
- Construction Letting Information
 - DBE Directory for Fed Projects Ready, Willing & Able Firms
- Disadvantaged Business Enterprise (DBE)
 - DOTD DBE Certification
 - DBE Contract Admin Unit
 - DBE Supportive Services
- Forms & Manuals
- Labor Compliance Program
- On The Job Training (OJT)
 - On The Job Training Program
 - OJT Support Services
- Small Business Element (SBE)
 - DOTD SBE Certification
 - SBE Contract Administration Unit
- Title VI
- ADA Program
- Title VII Program Unit
- Links
 - Subcontractor Payments
 - Certified Payroll

DOTD DBE Certification

The Disadvantaged Business Enterprise (DBE) Program was created to remedy past and current discrimination against DBE firms. The intention is to level the playing field for socially and economically disadvantaged individuals wanting to do business with the DOTD on U.S. Department of Transportation federally assisted projects.

The Compliance Programs Section, Certification Unit, certifies businesses capable of performing services and/or products which can be credited toward DBE goals. The certification process ensures that only qualified small business firms that are independently owned and controlled by one or more socially and economically disadvantaged individuals are certified for this program. The first step in the certification process is to complete and submit a DBE application.

UNIFIED CERTIFICATION PROGRAM (UCP)

In order to comply with regulatory mandates, LADOTD has collectively joined with the Louis Armstrong New Orleans International Airport, and the New Orleans Regional Transit Authority to develop and implement uniform procedures for DBE certification. This program eliminates the necessity for DBE firms to complete multiple applications, as certification decisions are reciprocally accepted throughout the UCP membership in Louisiana. Any firm may apply with our department; however, the other 2 agencies listed above and the LADOTD New Orleans DBE Office are restricted by geographic location. Our department is recognized as the certifying agent for all airports and transit authorities located within the boundaries of Louisiana who have contracting opportunities in excess of \$250,000.00 annually. This authority excludes those entities mentioned in the previous paragraph.

For further information on the UCP, or to download a DBE application, please go to:

<http://www8.dotd.la.gov/ucp/>

Small Business Technical Assistance Resources and Programs



DBE Unified Certification Webpage



THE STATE OF LOUISIANA'S Unified Certification PROGRAM

LA UCP Home
CERTIFYING AGENCIES
Region 1
Region 2
UCP Work Type List
UCP Directory Search
UCP Links
UCP Forms

LOUISIANA UNIFIED CERTIFICATION PROGRAM (LA UCP) for Disadvantaged Business Enterprises (DBE)

UCP/DBE Agreement
Provides information about what is the Unified Certification Program for Disadvantaged Business Enterprises and its purpose.

UCP Plan and Process
Describes how the Unified Certification Program works.

Certifying Agencies

Region 1

-  Department of Transportation and Development
DOTD Construction Letting Information

Region 2

-  Louis Armstrong New Orleans International Airport
-  New Orleans Regional Transit Authority
-  DOTD New Orleans DBE Office

UCP Application and Miscellaneous Forms
UCP Work Item List
UCP Directory Search
Find a Certified DBE Company by Company Name, Region, parish, type of service and/or type of work performed.

UCP Links and Other Useful Information



LOUISIANA DEPARTMENT OF TRANSPORTATION & DEVELOPMENT

DBE Certification Guidelines

THE STATE OF LOUISIANA's
Unified Certification
PROGRAM

LOUISIANA'S on the MOVE!
DOTD BUILDS the WAY

LA UCP Home

CERTIFYING AGENCIES

Region 1

Region 2

UCP Work Type List


UCP Directory Search

UCP Links

UCP Forms

LA UCP Downloads

The following documents are provided in Adobe PDF format. You will need to have the Adobe PDF Reader installed on your computer to view and print the documents below. If you do not have Adobe PDF Reader, please download and install it first.



- Uniform Certification Application
- Mailing Instructions
- Personal Net Worth Form

DBE Certification Guidelines



OMB APPROVAL NO:
2105-0510
Expiration Date: 10/31/2021

Appendix F

UNIFORM CERTIFICATION APPLICATION
DISADVANTAGED BUSINESS ENTERPRISE (DBE) /
AIRPORT CONCESSION DISADVANTAGED BUSINESS ENTERPRISE (ACDBE)
49 C.F.R. Parts 23 and 26

Roadmap for Applicants

1. Should I apply?

You may be eligible to participate in the DBE/ACDBE program if:

- The firm is a for-profit business that performs or seeks to perform transportation related work (or a concession activity) for a recipient of Federal Transit Administration, Federal Highway Administration, or Federal Aviation Administration funds.
- The firm is at least 51% owned by a socially and economically disadvantaged individual(s) who also controls it.
- The firm's disadvantaged owners are U.S. citizens or lawfully admitted permanent residents of the U.S.
- The firm meets the Small Business Administration's size standard and does not exceed \$23.98 million in gross annual receipts for DBE (\$56.42 million for ACDBEs). (Other size standards apply for ACDBE that are banks/financial institutions, car rental companies, pay telephone firms, and automobile dealers.)

2. How do I apply?

First time applicants for DBE certification must complete and submit this certification application and related material to the certifying agency in your home state and participate in an on-site interview conducted by that agency. The attached document checklist can help you locate the items you need to submit to the agency with your completed application. If you fail to submit the required documents, your application may be delayed and/or denied. Firms already certified as a DBE do not have to complete this form, but may be asked by certifying agencies outside of your home state to provide a copy of your initial application form, supporting documents, and any other information you submitted to your home state to obtain certification or to any other state related to your certification.

3. Where can I send my application? [INSERT UCP PARTICIPATING MEMBER CONTACT INFORMATION]

DBE CONTRACT ADMINISTRATION

Contract Compliance Lifecycle



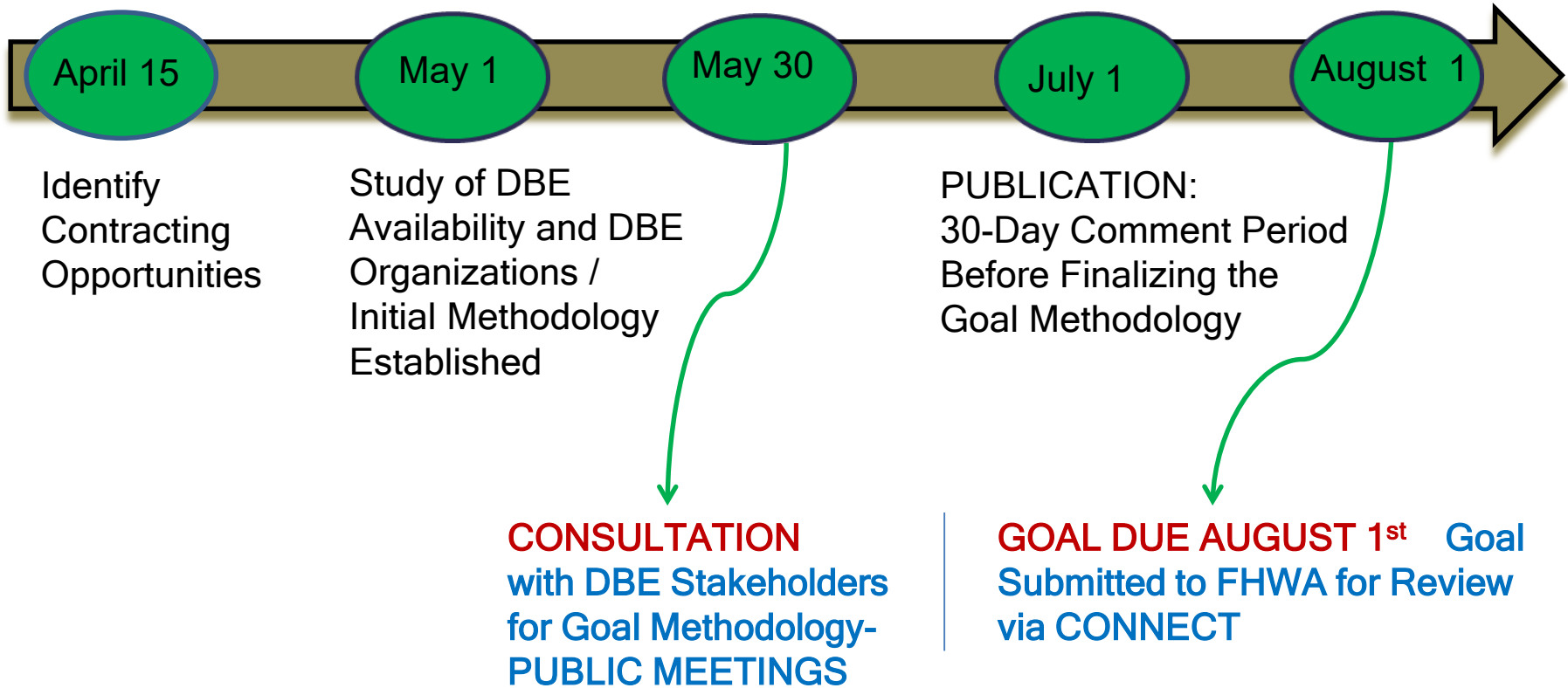
LADOTD DEPARTMENT GOAL METHODOLOGY

15%

- 49 CFR § 26.45 - Overall DBE Goal
3-year period (2020-2022)
- Base Figure Percentage - BF%
- Median Past Participation - MPP%
- Calculation to determine goal
 - $$\frac{\text{BF}\% + \text{MPP}\%}{2} = \frac{\text{Sum}(\text{BF}\\&\text{MPP}\%)}{2}$$

= Department DBE Goal%

Goal Submittal Timeline



DBE Project Goal Development



Compliance Programs Staff

Highway Construction Engineers

Goal Setting Worksheet: Work Scope & Availability Calculations

| | <i>Work Category/Scope</i> | <i>6 Digit NAICS</i> | <i># Certified Firms</i> | <i># Total Firms</i> | <i>Work Scope Availability</i> | <i>Work Scope Amount</i> | <i>Certified Work Scope Amount</i> |
|---|----------------------------|----------------------|---|----------------------|--|--------------------------|------------------------------------|
| 1 | <input type="text"/> | <input type="text"/> | <input type="text"/> ÷ <input type="text"/> = <input type="text"/> % <input type="checkbox"/> Check here if 3 or fewer certified firms | <input type="text"/> | <input type="text"/> % x \$ <input type="text"/> | \$ <input type="text"/> | \$ <input type="text"/> |
| 2 | <input type="text"/> | <input type="text"/> | <input type="text"/> ÷ <input type="text"/> = <input type="text"/> % <input type="checkbox"/> Check here if 3 or fewer certified firms | <input type="text"/> | <input type="text"/> % x \$ <input type="text"/> | \$ <input type="text"/> | \$ <input type="text"/> |
| 3 | <input type="text"/> | <input type="text"/> | <input type="text"/> ÷ <input type="text"/> = <input type="text"/> % <input type="checkbox"/> Check here if 3 or fewer certified firms | <input type="text"/> | <input type="text"/> % x \$ <input type="text"/> | \$ <input type="text"/> | \$ <input type="text"/> |
| 4 | <input type="text"/> | <input type="text"/> | <input type="text"/> ÷ <input type="text"/> = <input type="text"/> % <input type="checkbox"/> Check here if 3 or fewer certified firms | <input type="text"/> | <input type="text"/> % x \$ <input type="text"/> | \$ <input type="text"/> | \$ <input type="text"/> |

Sum of Certified Work Scope Amounts: \$ ← Add up all Certified Work Scope Amounts and enter total dollar amount.

Total Project Amount: \$

↓ Divide Sum of Certified Work Scope Amounts by Total Project Amount

Project Goal: %

Goal Setting Worksheet: Work Scope & Availability Calculations

EXAMPLE

| | Work Category/Scope | 6 Digit NAICS | # Certified Firms | # Total Firms | Work Scope Availability | Work Scope Amount | Certified Work Scope Amount |
|---|------------------------|---------------|--|---------------|--|-------------------|-----------------------------|
| 1 | EARTH WORK (201 202) | 10 | 12 | 35 | 34.29 % <small>Enter 0% if 3 or fewer certified firms</small> | \$ 149,500 | \$ 51,263.55 |
| | | | <input type="checkbox"/> Check here if 3 or fewer certified firms | | | | |
| 2 | DRAINAGE (701 702 703) | 50 | 7 | 34 | 20.59 % <small>Enter 0% if 3 or fewer certified firms</small> | \$ 178,900 | \$ 36,835.51 |
| | | | <input type="checkbox"/> Check here if 3 or fewer certified firms | | | | |
| 3 | MOBILITY (727) | MOB | 2 | 20 | 0 % <small>Enter 0% if 3 or fewer certified firms</small> | \$ 445,000 | \$ 0 |
| | | | <input checked="" type="checkbox"/> Check here if 3 or fewer certified firms | | | | |
| 4 | | | | | | | |
| | | | <input type="checkbox"/> Check here if 3 or fewer certified firms | | | | |

Sum of Certified Work Scope Amounts: \$ 88,099.06

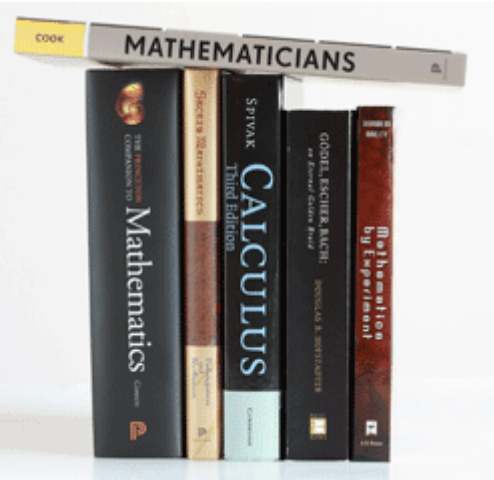
Add up all Certified Work Scope Amounts and enter total dollar amount

Total Project Amount: \$ 829,310.57

* This is the total of all work items (\$773,400 are DBE work items)

Divide Sum of Certified Work Scope Amounts by Total Project Amount

Project Goal: 10.62 %



DBE Department Goal is Precise

- Precise Methodology
- Reviewed and approved by FHWA

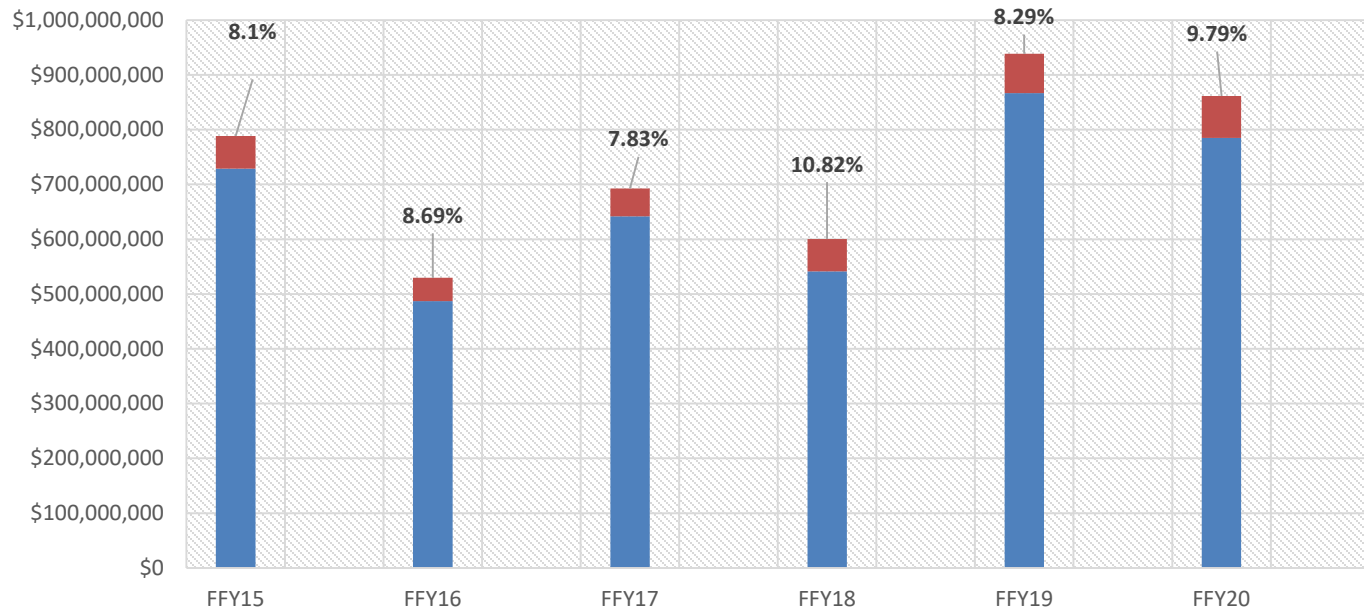
DBE Project Goal is Negotiable

- Compliance Program Staff
- Highway Construction Engineers



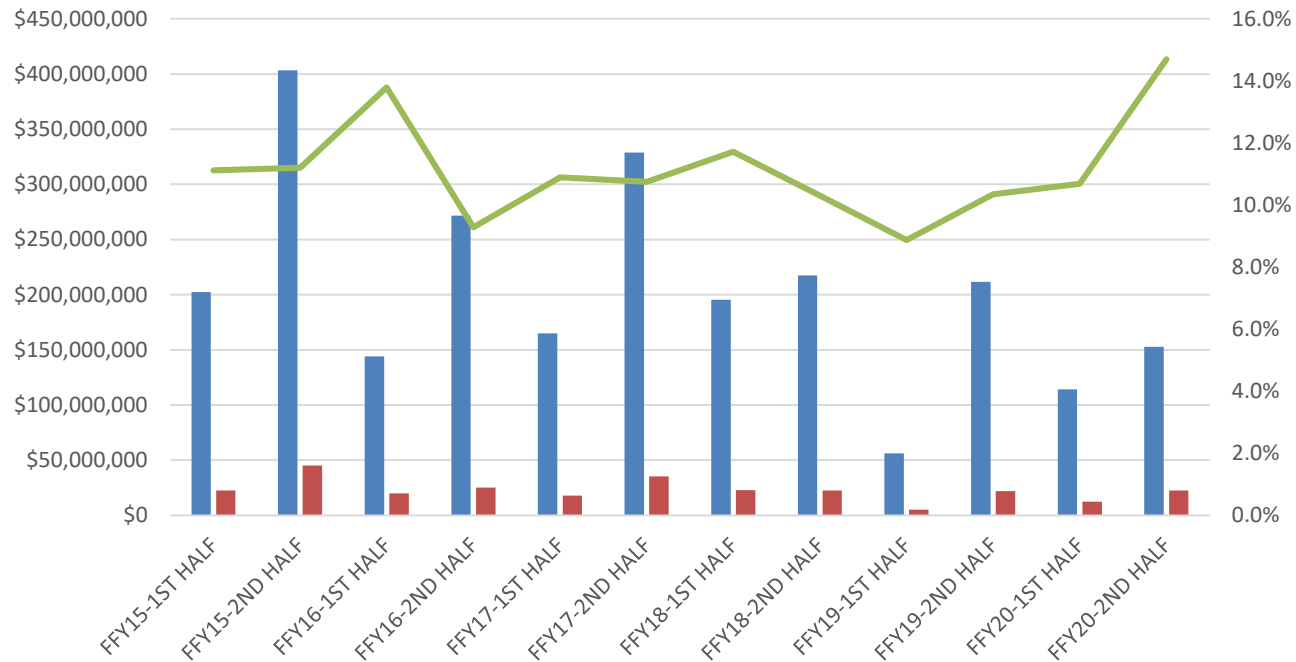
TOTAL CONTRACTS AWARDED AND TOTAL CONTRACTS AWARDED TO DBE'S

CONTRACTS AWARDED – 6 – YEAR REPORT



TOTAL CONTRACTS COMPLETED AND TOTAL CONTRACTS COMPLETED TO DBE'S

COMPLETED CONTRACTS



Total Contracts Paid

Total Contracts Paid to DBE's

DBE GOALS

| STATE | 2020 GOAL |
|---------------------------|-----------|
| Alabama | 8.61% |
| Arkansas | 8.60% |
| Florida | 10.65% |
| Georgia | 10.00% |
| Kentucky | 10.70% |
| Louisiana | 15.00% |
| Mississippi | 9.96% |
| Missouri | 16.05% |
| South Carolina | 13.20% |
| Tennessee | 8.27% |
| Texas | 14.40% |
| Southern Regional Average | 11.40% |

*Louisiana ranked 12 out of 53 states and territories

DBE Department Goal Attainment Progress Report

| FFY | 1ST HALF | 2ND HALF | DEPT GOAL |
|-------|-------------|-------------|-----------|
| 14/15 | 11.1% | 11.2% | 10.47% |
| 15/16 | 13.8% | 9.3% | 10.47% |
| 16/17 | 10.9% | 10.8% | 13.09% |
| 17/18 | 11.7% | 10.3% | 13.09% |
| 18/19 | 8.8% | 10.3% | 13.09% |
| 19/20 | 10.7% | 14.7% | 15.0% |

DBE Department Goal – 15%

**Increased from first half
2019 to 2020 by 1.9%**

**Increased from second
half 2019 to 2020 by 4.4%**

**Total increase from
2019 to 2020 is 6.3%**

CONTACT INFORMATION

<http://wwwsp.dotd.la.gov/Pages/default.aspx>

http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Administration/Compliance/Pages/DBE_Certification.aspx

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QUESTIONS

