



Airport Concession Certification Overview

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Training Objectives

ACDBE Program Overview

Eligibility Requirements

Application Processing



Airport Concession Disadvantaged Business Enterprise (ACDBE) Program

The U.S. Congress established the ACDBE Program to:

- To ensure nondiscrimination in the award and administration of opportunities for concessions by airports receiving DOT financial assistance;
- To create a level playing field on which ACDBEs can compete fairly for opportunities for concessions;
- To ensure that the Department's ACDBE program is narrowly tailored in accordance with applicable law;
- To ensure that only firms that fully meet this part's eligibility standards are permitted to participate as ACDBEs;
- To help remove barriers to the participation of ACDBEs in opportunities for concessions at airports receiving DOT financial assistance; and
- To provide appropriate flexibility to airports receiving DOT financial assistance in establishing and providing opportunities for ACDBEs.



ACDBE Concession Examples

- A business, located on an airport, that is engaged in the sale of consumer goods or services to the public
- A business conducting
 - Management contracts and subcontracts, a web-based or other electronic business in a terminal or which passengers can access at the terminal,
 - Advertising business that provides advertising displays or messages to the public on the airport, or a business that provides goods and services to concessionaires.



Benefits of Becoming Certified

- Certification is recognized by 900 local agencies in California, other states and private companies.
- Expands opportunities to participate on federally-funded contracts.
- Become accessible to prime contractors needing to fulfill DBE participation goal requirements.
- Increases opportunities to network at events such as procurement fairs and pre-bids.
- Listing on the official CUCP database.



ACDBE Eligibility

- Socially and Economically Disadvantaged
- Ownership
- Control
- Independence
- Personal Net Worth (PNW)
- Business Size



ACDBE Eligibility

Ownership

To be an ACDBE, a firm must be at least 51% owned by socially and economically disadvantaged individual(s)



ACDBE Eligibility

**Socially and
Economically
Disadvantaged**

**Asian-Pacific Americans
Black Americans
Hispanic Americans
Native Americans
Subcontinent-Asian Americans
Women**

Note: If you are not in one of the six groups that has a presumption of social and economic disadvantage, you are still eligible to apply for ACDBE certification. Refer to 49 CFR 26, Appendix E.



ACDBE Eligibility

Control

51% owner(s) must possess the required license or credential, if required by law to own and/or control a certain type of firm



ACDBE Eligibility

Independence

Only an independent business may be certified as an ACDBE



ACDBE Eligibility

Personal Net Worth

The 51% majority owner(s) must not exceed the PNW requirement of \$1.32 million



ACDBE Eligibility

Business Size Standard

3-year average gross receipts cannot exceed \$56.42 million



ACDBE Eligibility

- Banks and financial institutions: \$1 billion in assets
- Car rental companies: \$75.23 million gross receipts
- Pay telephones: 1,500 employees
- Automobile dealers: 350 employees



California Unified Certification Program (CUCP)

- The United States Department of Transportation (USDOT) requires that a Unified Certification Program (UCP), governed by 49 CFR, Part 23 be put into practice by each state.
- The purpose of the UCP is to provide “one-stop shopping” of certification services to socially and economically disadvantaged individuals. Caltrans is the statewide certifying agency.





CUCP Certifying Agencies

- **California Department of Transportation (Caltrans)**
- Bay Area Rapid Transit (BART)
- City of Fresno
- **City of Los Angeles**
- Los Angeles County Metropolitan Transportation Authority (METRO)
- San Francisco Municipal Transportation Agency (SFMTA)
- San Mateo County Transit District (SAMTRANS)
- **San Diego County Regional Airport Authority (SDCRAA)**
- **San Francisco International Airport (SFO)**
- Santa Clara Valley Transportation Authority (VTA)



California Unified Certification Program (CUCP)

Welcome to the California Unified Certification Program Certification Portal! The CAUCP is responsible for DBE certification in the state of California and provides firms with "one-stop" shopping.

To apply for DBE certification you may contact any one of the ten CUCP Certifying Partners -Los Angeles County Metropolitan Transit Authority (LA Metro), San Diego County Regional Airport Authority (SDCRAA), San Francisco Bay Area Rapid Transit District (BART), San Francisco International Airport (SFO), San Francisco Municipal Transportation Agency (SFMTA), San Mateo County Transit District (SAMTrans), Santa Clara Valley Transportation Authority (VTA), City of Los Angeles, City of Fresno, California Department of Transportation (Caltrans) - by clicking on their logo.

Vendor Certification

Search our database of DBE/ACDBE certified vendors

Find a California Certifying Agency

Search for Certified Firms

System Training

Learn how to fully utilize our system with a live trainer

Training

California Work Codes

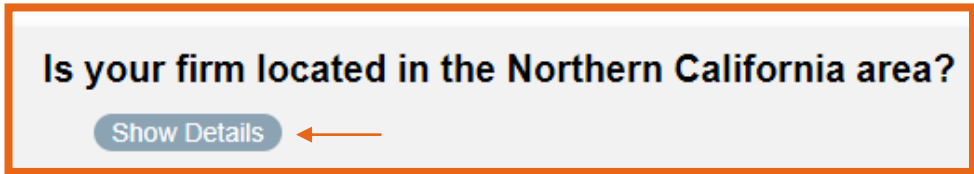
Click the link below to view the California Work Codes Guide

Work Code Guide

<https://californiaucp.dbesystem.com/>



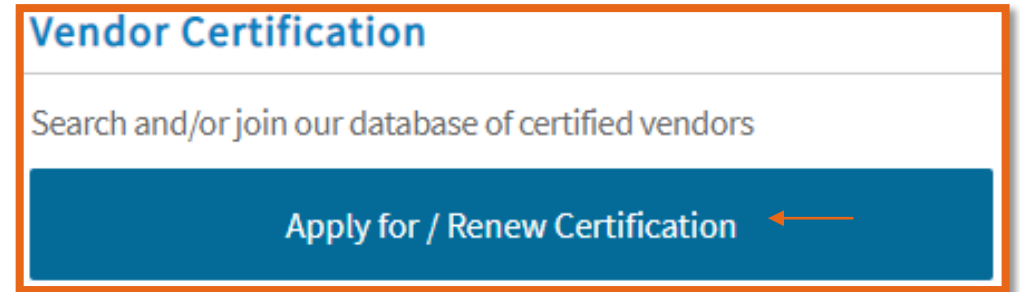
1. The Online Certification screen will populate, click “show details” under the “Is your firm located in the Northern California area?”



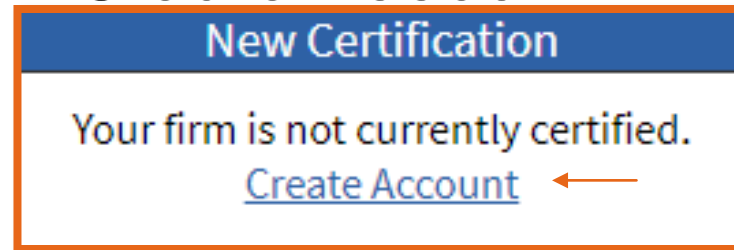
2. Click “California Department of Transportation”



3. Click “Apply for/Renew Certification”



4. The Online Certification screen will populate, click “Create Account”



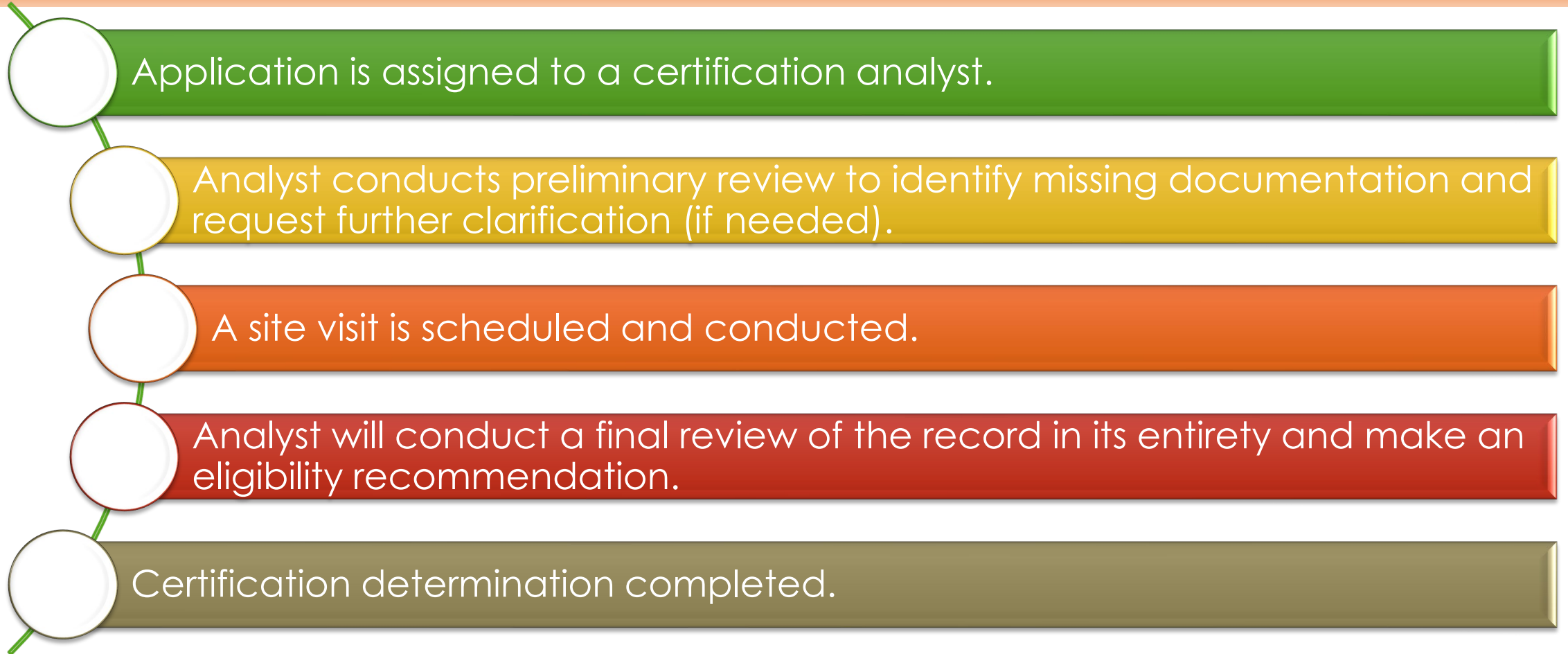
Key Reminders

- Complete application within 90 days
- DBE Application and Personal Net Worth Statement (PNW) must be signed and notarized
- Upload required documents
- You may use the direct link to access the system:
<https://caltrans.dbesystem.com/>





Application Processing: How it Works





Covid-19 Advisory

- In light of the COVID-19 pandemic, agencies may use computer, tablet, and mobile device technologies, such as Skype, Zoom, and other similar telecommunication applications, to interview firm owners and key personnel and take virtual tours of office space, equipment, and job sites. In order to carry out site visits, agencies may also:
 - Visit the residence/office building to take external photographs and confirm the owner's presence (if doing so does not compromise social distancing).
 - Conduct drive-by visits of job sites to photograph necessary items.
 - Ask firm owners to electronically submit supplemental and additional pictures of equipment, etc.



Additional Links

- Uniform Certification Application:
<https://www.transportation.gov/civil-rights/disadvantaged-business-enterprise/uniform-certification-application-english>
- Personal Net Worth Statement (PNW):
<https://www.transportation.gov/civil-rights/disadvantaged-business-enterprise/new-dbe-personal-net-worth-statement>
- CUCP Out-of-State Declaration:
<https://dot.ca.gov/-/media/dot-media/programs/civil-rights/documents/dbe/interstate-checklist-and-application-a11y.pdf>



Additional Links

Certification “Analyst of the Day”

Monday-Friday
8:00AM – 5:00PM

(916) 324-1700

DBE.certification@dot.ca.gov

Local DSBL

- Located in 12 districts
- Primary contact for small business-related concerns

DSBL Contact List:

<https://dot.ca.gov/programs/civil-rights/dsbl-contact-list>

Thank you!

For questions or additional information, please contact the certification branch or your local DSBL.

