Airport Concession Certification Overview

Presented by
Aisha Copeland,
Acting Branch Chief, Outreach
smallbusinessadvocate@dot.ca.gov
Training Objectives

- ACDBE Program Overview
- Eligibility Requirements
- Application Processing
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
To be an ACDBE, a firm must be at least 51% owned by socially and economically disadvantaged individual(s).
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.
51% owner(s) must possess the required license or credential, if required by law to own and/or control a certain type of firm.
Only an independent business may be certified as an ACDBE
The 51% majority owner(s) must not exceed the PNW requirement of $1.32 million.

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
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)
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://californiauipc.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 is assigned to a certification analyst.

Analyst conducts preliminary review to identify missing documentation and request further clarification (if needed).

A site visit is scheduled and conducted.

Analyst will conduct a final review of the record in its entirety and make an eligibility recommendation.

Certification determination completed.
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

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.