

Aviation Department
Business Education Series #5

City of Phoenix Certification Programs

Thursday, September 19, 2024

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City of Phoenix Small Business Programs

ACDBE/DBE/SBE Certification



Equal Opportunity Department
Creating an inclusive & equitable environment where everyone is valued.

**Business Relations
Division**

Small Business Program Overview

- The Federal ACDBE/DBE and local SBE Programs
- Benefits of Certification
- Program requirements for Certification eligibility
- Application process for certification
- Q & A



3 Types of Certification

Airport Concession Disadvantaged Business Enterprise
Disadvantaged Business Enterprise
Small Business Enterprise

The Business Relations Division Equal Opportunity Department

The EOD-Business Relations Division administers Small Business Certification programs for both the US Department of Transportation's DBE/ACDBE programs and the City of Phoenix local SBE program.

Additionally, BRD provides outreach services to the small business community.

BRD works to:

- ❖ Promote business opportunities and capabilities of AC/D/SBE and all small businesses
- ❖ Eliminate barriers for equal economic opportunity for AC/D/SBEs in the marketplace.



USDOT FINAL Rule

- May 9, 2024, the Final Rule became effective making major changes to the program!
- For the first time in a decade, USDOT has modernized the DBE program, including:
 - **Streamlining the DBE and ACDBE certification and eligibility process**
 - **Aligning DBE and ACDBE program definitions**
 - **Implementing virtual flexibilities**
 - **Expanding reporting requirements for DOT-funding recipients.**





What is certification?

- Certification is the process used to determine an applicant's eligibility to participate in the ACDBE/DBE/SBE Programs
- The criteria followed in making the determination is set forth in the 49 Code of Federal Regulations (CFR) Parts 23 and 26 and Chapter 18 of City ordinance
- Certification applies **only to the owner(s)** of the business.
- ACDBE/DBE/SBE certification is **not transferable.**

Benefits of Certification

- Participate in the City's subcontracting goals program.
- AC/D/SBEs are eligible to bid on procurement or general services contracts reserved for competition among certified firms.
- Exposure for additional business opportunities through listing in on-line certification directory.
- Construction firms are eligible to meet project goals set on contracts funded and/or administered by the City and its subrecipients.
- Private sector firms, as well as other government agencies, offer opportunities to certified firms.
- REMEMBER CERTIFICATION IS NOT A GUARANTEE OF WORK!



Federal Program vs. Local Program

Small Business Certification Programs offered by the City of Phoenix

ACDBE/DBE

- Federal program (Part 23 & Part 26)
- USDOT-funded contracts administered by the City or its subrecipients (surrounding cities, Valley Metro and statewide)
- Firms located throughout the United States that completed the DBE process with the UCP



SBE

- Local program (Phoenix City Code Chapter 18 Article VI)
- Opportunities to do business with the City of Phoenix
- Applicable to procurement and contracting that occurs using City funds
- Only available to firms with a primary or principal location in Maricopa County



Arizona Unified Certification Program (AZUCP)



Three (3) DBE certifying agencies in Arizona partner to make up the Arizona Unified Certification Program (AZUCP):

- ❖ City of Phoenix *processes **all ACDBE** applications in AZ*
- ❖ Arizona Department of Transportation (ADOT)
- ❖ City of Tucson

The AZUCP allows applicants for the DBE/ACDBE program to apply once for certification that will be honored by all recipients in the state of Arizona*.

*Interstate certification is a separate process that allows firms to be certified in states outside of their Jurisdiction of Certification (JOC).

NOTE: There is **NO RECIPROCITY** between AZ and other states.



Requirements for Certification

ACDBE/DBE

Socially and Economically Disadvantaged Owner (SEDOs)*

- Black Americans
- Hispanic Americans
- Native Americans
- Asian - Pacific Islanders
- Subcontinent Asian Americans
- Women
- Any additional groups whose members are designated as socially and economically disadvantaged by the SBA, at such time as the SBA designation becomes effective.

SBE

Race & Gender-Neutral Subcontracting Program No Social and Economic Disadvantage requirement

Owner(s) must be US Citizen or lawfully admitted permanent resident(s).	Owner(s) must be U.S citizens or permanent legal resident(s).
Owner's personal net worth cannot exceed \$2,047,000 (excluding ownership interest in the applicant business, retirement account and the primary residence).	Owner's personal net worth cannot exceed \$2,047,000 (excluding ownership interest in the applicant's business and the primary residence).
Can be located anywhere in U.S. but must complete the DBE certification process in Arizona.	Firm must have a primary or principal location in Maricopa County.
Business must qualify as a small business under the Small Business Administration guidelines.	Business must qualify as a small business under the Small Business Administration guidelines.
Owners must have the experience, expertise, and control of the day-to- day operations of the firm.	Owners must have the experience, expertise, and control of the day-to- day operations of the firm.
Copies of 3 completed or in progress jobs, contracts, proposals or bids (not applicable to ACDBEs).	Copies of 3 completed or in progress jobs, contracts, proposals or bids.

*Members of groups which are rebuttably presumed to be socially and economically disadvantaged (49 CFR Part 26.5).

Arizona Certified Small Business Directories

ACDBE, DBE, and Small Business Concerns (SBC)

Use the Arizona Transportation Business Portal (AZ UTRACS)

<https://utracs.azdot.gov/search>



SBE

City of Phoenix Certification & Compliance System

<https://phoenix.diversitycompliance.com>

NOTE: The City of Phoenix does not issue hard copies of AC/D/SBE certificates as proof of certification. e-Copies can only be requested by the certified firm and uploaded into the portal for retrieval by the requesting small business. Certified Directories reflect **current status** of the firm (i.e. listed = certified).

Contact Us

Certification Section

EOD – Business Relations Division

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Certification Questions?



AVIATION OUTREACH PROGRAM



Opportunity Specific:

- Business Information Meetings
- Matchmaking/Fastpitch Events
- Pre-Solicitation Meetings

General Outreach:

- Business Educations Series
- Aviation Business Summit
- Community Events



RESOURCES

City Vendor Registration:



City Solicitations:



City Certification Info:



Aviation Outreach Events:



Aviation Business Website:



Have More Questions? Contact Us



skyharbor.com/airport-business/



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