WELCOME TO THE ACDBE/DBE CERTIFICATION WORKSHOP

July 29, 2023

Opening Remarks:
Craig Ruiz
Manager, Small Business Development
How to do Business with the Airport & ACDBE and DBE Certifications

Christine Pham & Jose Cortez
Small Business Development
San Diego County Regional Airport Authority (Authority)  
Small Business Development (SBD) Department

MISSION

• Established to ensure that small businesses have every opportunity to do business with the Airport Authority

• Build relationships between the Airport Authority and the small business community by providing valuable resources that exceed expectations and increase diversity
Why We Do It

Disadvantaged Business Enterprise (DBE) Program

- 49 CFR Part 26
- Overall DBE Goal 7.1%
- Applies to recipients of Federal Aviation Administration (FAA), Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funds of $250K+ awarded prime contracts

Airport Concession Disadvantaged Business Enterprise (ACDBE) Program

- 49 CFR Part 23
- Overall ACDBE Non-Car Rental Goal: 10.8% Overall ACDBE Car Rental Goal: 2.9%
- Applies to primary/commercial service airports that receive Airport Improvement Program funding from FAA & have car rental/non-car rental concession revenues $200k+
- A concession may be a business located at an airport (or for which the business activity takes place at an airport) engaged in the sale of goods and/or services to the public or a business that provides goods and services to those businesses.
- Food & Beverage, Retail, Passenger Services, Car Rental Companies, Vendors to Car Rental Companies
Authority Policy 5.12

- Preference program for Small Businesses, Local Businesses and Veteran Owned Small Businesses
- Preference for goal achievement - must meet or exceed goal to receive preference
- If there are apparent subcontracting opportunities: credit for prime + subs
- If no apparent subcontracting opportunities: credit for prime
- Does not apply to federally funded projects
- Up to 7% preference with $200k maximum
A LOCAL BUSINESS IS DEFINED AS ONE THAT MEETS THE FOLLOWING CRITERIA:

- Occupies workspace within San Diego County 6 months prior to solicitation release.
- Licensing & tax compliance
- Over fifty percent (50%) of the workforce based in the local office resides in San Diego County
- Headquartered in San Diego County.
- Complete Affidavit & enrolled in LB Directory
Authority Policy 5.12

Authority’s Small Business (SB) definition:

- Authority Bonding & Contract Financing Assistance Program, or
- DBE/ACDBE certification by California Unified Certification Program, or
- Valid certification issued by agency approved by Authority; agency verifies firm meets SBA size standards

Authority’s Veteran Owned Small Business (VOSB) definition:

- A certified veteran-owned or service-disabled veteran-owned small business or veteran (including disabled) business enterprise that meets the Authority’s Small Business definition in this policy
Bid Opportunities
Opportunity Types at SAN

CONSTRUCTION
• Capital Improvement Program
• Quieter Home Program
• New T1

FACILITIES MANAGEMENT
• Annual Service Agreements
• Ready Service Contracts

PROFESSIONAL SERVICES
• Consulting
• Advisory
• Business Service
• Major Professional Services

CONCESSIONS
• Food & Beverage, Retail, Passenger Services
• Goods & Services for Rental Car Companies

SUPPLIES

PUBLIC ARTS
Terminal & Roadways- Arrive (Turner, Flatiron, & Gensler)

New T1 Upcoming Opportunities

- Total Contract Value: $2.6 Billion
- Joint Venture
- Mixed Funding
- Project Labor Agreement (PLA)
- To pre-qualify visit www.arrivesdaa.com
- For bid opportunities visit www.arrivesdaa.com/bid-interest
- If you are interested in a specific bid package, email bidinterest@arrivesdaa.com to get information on bid packages

<table>
<thead>
<tr>
<th>Bid Pkg.</th>
<th>Bid Package Description</th>
<th>Approx. ITB Range</th>
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<tbody>
<tr>
<td>TER-001B</td>
<td>Demo/Abatement - T1</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-003B</td>
<td>Misc Metals A - Roof &amp; Exterior Gate Stairs</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-004B</td>
<td>Misc Metals B</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-009B</td>
<td>Overhead Ceiling Doors</td>
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<tr>
<td>TER-010B</td>
<td>Interior Glazing</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-011B</td>
<td>Decorative Metal</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-016B</td>
<td>Painting / Wallcoverings</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-018B</td>
<td>Ceramic Tile</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-020B</td>
<td>Metal Stud Framing, Plaster, Drywall &amp; Drywall Ceilings</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-022B</td>
<td>Flooring: Terrazzo</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-023B</td>
<td>Metal Assemblies</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-027B</td>
<td>Flooring: Resinous</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-028B</td>
<td>Flooring: Carpet &amp; Resilient</td>
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<tr>
<td>TER-031B</td>
<td>Toilet Partition &amp; Accessories - Specialties</td>
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<td>TER-032B</td>
<td>Signage</td>
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<tr>
<td>TER-038B</td>
<td>Lockers &amp; Shelving</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-039B</td>
<td>Bird netting @ enclosed areas</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-048B</td>
<td>Misc. Fixtures, Furniture, Equipment</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-052B</td>
<td>Terminal Sitework - Site Concrete</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-062B</td>
<td>Doors, Frames, Hardware</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-063B</td>
<td>Specialty Millwork</td>
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<tr>
<td>TER-065B</td>
<td>Exterior Glazed Assemblies - Connector</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-069B</td>
<td>Concrete on Steel Deck</td>
<td>Jun-23 Jul-23</td>
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<tr>
<td>TER-090B</td>
<td>Terminal Sitework - Fences, AOA, Concrete Wall, Canopy</td>
<td>Jun-23 Jul-23</td>
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<td>TER-093B</td>
<td>Automated Screening Lanes FF&amp;E</td>
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<td>TER-096B</td>
<td>CBRA Tables</td>
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Project Goals

- Turner/Flatiron Small Business Commitment: 25%
- Turner/Flatiron Local Business Commitment: 80%
- Turner/Flatiron Veteran Owner Business Commitment: 3%
Facilities Management

Annual Service Agreements
- 30 service provider agreements
- Contract term: 3 years with 2 1-year options (on average 5 years)
- Provide routine preventative maintenance services and on call services as well

Ready Service Agreements
- 26 ready service contracts in place
- Minimum of 3 contractors per trade
- Project task authorizations range from $5k minimum to a maximum of $100k
- Contract term: 3 years with 2 1-year options (on average 5 years)
- Payment bonding is required for work over $25k
- Prevailing wage is applicable
SAN’s Professional Services Partners

**AECOM**
Warren Sprague, Program Manager
562-754-2568
Warren.Sprague@aecom.com
Aecom.com
Architecture & Design, Construction Mgt., Engineering, Environmental Services, Program Management

**BURNS & MCDONNELL**
Justin Sherman, Vice President & Branch Manager
San Diego Office
303-489-5485
jsherman@burnsmcd.com
Burnsmcd.com
Full service Engineering, Architecture, Construction, Environmental and Consulting Solutions Firm

**C&S COMPANIES**
Brian C. Saull, P.E. ENV SP, Managing Engineer
bsaull@cscos.com
Quality Engineering, Architectural, and Construction Services

**JACOBS**
Hany Haroun, P.E., Transportation Market Leader - California
Hany.Haroun@jacobs.com
Technical Professional Services Firm

**THE JONES PAYNE GROUP, INC.**
Timothy J. Fenlason
tfenlason@jonespayne.com
Architectural & Engineering Services for Quieter Home Program (Subcontracting work may include: Mechanical, Electrical, HVAC, Door and Window Installation Services)
Rental Car Company
Goods & Services Opportunities

To view goods and services list, read the ACDBE Goal Methodology at www.san.org/smallbusiness located in the DBE/ACDBE section.
Rental Car Company Goods & Services Opportunities

Save the Date

August 29, 2023 - Airport Rental Car Supplier Diversity Outreach Day Event
9am San Diego Airport Facilities Management Building 3272 Admiral Boland Way, San Diego Ca

• Learn about contracting opportunities with Rental Car Companies
• Take advantage of small business opportunities
• Meet with Rental Car Decision Makers to discuss current business and contracting opportunities

Scan QR for more information from participating airports.
Registration link for SAN added soon to list of airports in QR.
Upcoming SAN Business Networking Opportunity

Save the Date

- Annual business networking event hosted by SAN Small Business Development Team
- Learn about partnering, teaming, and contract opportunities
- Build relationships with participating exhibitors

San Diego International Airport
Meet the Primes

September 7, 2023
5 PM - 7 PM PDT
Balboa Park Club Ballroom
2150 Pan American Road West, San Diego, CA 92101

Join us for a FREE networking event with San Diego International Airport, contractors, concessionaires, public agencies, banks, business and financial support services, and regional partners. Attendees will form business relationships, obtain valuable resources, and learn about partnership and contract opportunities with airport stakeholders.

Register at:
https://SANPrimes23.eventbrite.com
Vendor Portal

Register on the Vendor Portal now at www.san.org/business

San Diego County Regional Airport Authority
Vendor Portal

NEW VENDOR REGISTRATION
Create a new vendor record. If you wish to view or edit an existing vendor, simply Log In.

BID OPPORTUNITIES
Search and bid electronically on opportunities with this agency; download documents, and become a prospective bidder.

MY CONTRACTS
Manage your awarded contracts, record payments, add subcontractors, produce reports and charts.

CERTIFIED VENDORS
Find Certified Local Businesses

IMPORTANT:
• Registration for new vendor account
• Existing vendors: update your vendor account contact information (email) to ensure receipt of emails
• Bid opportunities notifications - current and past bids
• Local Business Enterprise (LBE) Certification
• LBE Directory

Vendor Portal powered by: PLANETBIDS
ACDBE & DBE Certifications
California Unified Certification Program (CUCP)

- Participate in statewide Unified Certification Program that provides:
  - “One-Stop-Shop” certification services seeking to participate in U.S. Dept. of Transportation funded contracts
  - Eliminates need for firms to obtain certifications from multiple agencies within the state
- 10 certifying agencies participate in CUCP and follow same certification procedures
- Statewide CUCP ACDBE/DBE Directory: [https://californiaucp.dbesystem.com/](https://californiaucp.dbesystem.com/)
California Unified Certification Program (CUCP)
Roster of Certifying Agencies

San Diego International Airport
(619) 400-2568
Email: sbd@sand.org

CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)
Office of Business Economic Opportunity
(916) 324-1700
Email: DBE.Certification@dot.ca.gov

City of Los Angeles
(213) 847-2684
Email: bca.certifications@lacity.org

Los Angeles County Metropolitan Transportation Authority (METRO)
(213) 922-2600
Email: certificationunit@metro.net

S.F. BAY AREA RAPID TRANSIT DISTRICT (BART)
(510) 464-6100

San Francisco Municipal Transportation Agency (SFMTA)
(415) 701-4436

San Francisco International Airport (SFO)
(650) 821-5021 (SFO Concessions Only)

City of Fresno
(559) 621-1163

Santa Clara Valley Transportation Authority (VTA)
(408) 321-5962
Email: Osdb.osdb@vta.org

San Mateo County Transit District (SAMTRANS)
(650) 508-7939
## Eligibility Criteria: ACDBE & DBE Certifications

<table>
<thead>
<tr>
<th>ROADMAP FOR APPLICANTS</th>
<th>DBE</th>
<th>ACDBE</th>
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<tbody>
<tr>
<td>For-Profit Business that performs or seeks to perform transportation related work for recipient of Fed. Aviation Admin./Fed. Highway Admin./Fed. Transit Admin.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>51%+ Owned by Socially &amp; Economically Disadvantaged Individual(s) Who Controls Firms</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Personal Net Worth is no more than $1.32 million</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Disadvantaged Owner(s) U.S. Citizens or Lawfully Admitted Permanent U.S. Residents</td>
<td>X</td>
<td>X</td>
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<tr>
<td>Meet’s Small Business Administration’s size standard</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>(*DBEs working on FAA contracts are only subject to SBA size standards. DBE working on FHWA and FTA contracts are subject to BOTH SBA size and DBE statutory gross receipts standards)</td>
<td></td>
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<tr>
<td>Firm’s gross annual receipts does not exceed $30.40 million (FTA and FHWA assisted projects only)</td>
<td>X</td>
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</tr>
<tr>
<td>Firm’s gross annual receipts does not exceed $56.42 million (Other size standards apply for ACDBE that are banks/financial institutions, car rental companies, pay telephone firms, automobile dealer)</td>
<td></td>
<td>X</td>
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Interstate ACDBE/DBE Certification

- Must be certified in your home state first
- Participation in other state’s DBE/ACDBE Programs to compete for Dept. of Transportation assisted contracts
- Out of State recipient interstate processing response (1 of 2) on case by case basis:
  1. Accept home state certification after confirming firm’s certification valid (State A written confirmation/ State A’s electronic ACDBE/DBE directory verified); OR
  2. ACDBE/DBE asked to provide home state application form, supporting documentation, notices/correspondences/no change affidavit/notices of changes/appeal documents. State A must submit onsite report to State B upon request.

Interstate Certification 49 C.F.R. §26.85
Support Documents Checklist

• Gather/scan all required documents before submission into California Unified Certification Program’s Certification Portal.

• Utilize Department Transportation’s Application Checklist.

Supporting Documents Checklist Link (See page 15):
https://www.transportation.gov/civil-rights/disadvantaged-business-enterprise/ready-apply
**NAICS Codes**

**North American Industry Classification System**

- **RAICS Search**
  - Enter keyword or 2-6 digit code
  - Go

- **Introduction to NAICS**
  The North American Industry Classification System (NAICS) is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy.

  NAICS was developed under the auspices of the Office of Management and Budget (OMB), and adopted in 1997 to replace the Standard Industrial Classification (SIC) system. It was developed jointly by the U.S. Economic Classification Policy Committee (ECPC), Statistics Canada’s, and Mexico’s Instituto Nacional de Estadística y Geografía, to allow for a high level of comparability in business statistics among the North American countries.

  This official U.S. Government Web site provides the latest information on plans for NAICS revisions, as well as access to various NAICS reference files and tools. Additional information on the background and development of NAICS is available in the History section of this Web site.

- **Research and identify all North American Industry Classification System (NAICS) codes applicable to your business**

- **NAICS code expansion**

- **Look for NAICS at U.S. Census Burea’s NAICS website:**
  [https://www.census.gov/naics/](https://www.census.gov/naics/)
ACDBE Certification Process & Timeline

CERTIFICATION PROCESSING TIME: 90 days from receipt of complete application

- California Unified Certification Program ACDBE/DBE Certification Portal and Directory: [www.californiaucp.dbesystem.com](http://www.californiaucp.dbesystem.com)

- San Diego Airport (SAN) Concessions, Rental Car Company Vendors, and Firms Competing for DBE Program SAN opportunities apply here by going to SAN’s ACDBE/DBE Certification Portal: [www.san.gob2g.com](http://www.san.gob2g.com)

- Federal Aviation Administration National Certified ACDBE/DBE Directory: [www.faa.dbesystem.com](http://www.faa.dbesystem.com)
Helpful Tips Once You’re Certified

- **MAINTAIN** your certification (annual updates)

- **RESEARCH** on DBE/ACDBE program opportunities. Pay attention to notifications of upcoming opportunities/RFPs by registering on recipient Vendor/Bid Portals

- **RELATIONSHIP BUILDING** through conferences outreach events, and pre-submittal meetings

- **LEVEL UP** through free business support service centers (e.g. Small Business Development Center, APEX Accelerators, Small Business Administration, SCORE, and more)
Contact Information
Small Business Development Department
San Diego International Airport
Small Business Development
website: www.san.org/smallbusiness
619-400-2568
SBD@san.org

Craig Ruiz
Manager, Small Business Development
San Diego International Airport
619-400-2565
CRuiz@san.org

Jose Cortez
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San Diego International Airport
619-400-2584
jcortez@san.org

Christine Pham
Program Manager, Small Business Development
San Diego International Airport
619-400-2569
CPham@san.org

Perlita Carranza
Program Coordinator, Small Business Development
San Diego International Airport
619-400-2585
PCarranza@san.org

IMPORTANT WEBSITES:
San Diego Airport ACDBE/DBE Certification Portal: www.san.gob2g.com
California Unified Certification Program ACDBE/DBE Directory: www.californiaucp.dbesystem.com
San Diego International Airport Vendor Portal: www.san.org/business

Questions?
Thank You!

Please scan the QR code to complete a brief survey to provide us feedback
Technical Assistance 1:1s