

DBE Supportive Services

Following certification, supportive services are available to firms free of charge. This program provides training and consulting services to GDOT certified DBEs to assist with obtaining the skills and experience necessary to compete for federally assisted GDOT contracts.

Questions?

Call the DBE Help Desk

404.631.1273

**VISIT THE GDOT WEBSITE REGULARLY
TO VIEW UPCOMING PROJECTS
OPEN FOR BID.**



UCP Contacts

Lead Agency

GDOT

Equal Employment Opportunity

📍 600 West Peachtree Street, NW (7th Floor)
Atlanta, GA 30308

📞 404.631.1273 Phone | 404.631.1943 Fax

Certifying Partner

MARTA

Office of Diversity and Equal Opportunity

📍 2424 Piedmont Road, NE,
Atlanta, GA 30324

📞 404.848.5270 Phone | 404.848.4302 Fax

Firms located in Fulton, DeKalb, or Clayton Counties must submit their applications electronically through MARTA. *GDOT, as the lead certifying Agency remains available to answer questions or respond to any concern regardless of the firm's county of record.

🌐 <https://marta.diversitysoftware.com/FrontEnd/StartCertification.asp?XID=8903&TN=marta>

Eligibility

Applicants carry the burden of proof regarding eligibility and must meet all requirements concerning group membership or individual disadvantage, business size, ownership and control.



DBE

Disadvantaged Business Enterprise Certification



www.dot.ga.gov

How can I become DBE-certified?

First, make sure your firm meets the criteria:

Small Business Status

The firm (including its affiliates) must be a small business as defined by Small Business Administration standards. It must not have annual average gross receipts over \$31.84 million over the previous three fiscal years (\$56.42 million for Airport Concessionaires - ACDBEs).

Disadvantaged Status

Presumed disadvantaged status applies to permanent U.S. residents that are African-American, Hispanic, American Indian, Asian-Pacific, and subcontinent Asian-Americans, as well as women. GDOT may also determine, on a case-by-case basis, that individuals who do not belong to any of these groups are socially and/or economically disadvantaged.

Personal Net Worth

The disadvantaged owner's personal net worth (not including primary residence and ownership in the business) may not exceed \$2.047 million to qualify as economically disadvantaged.

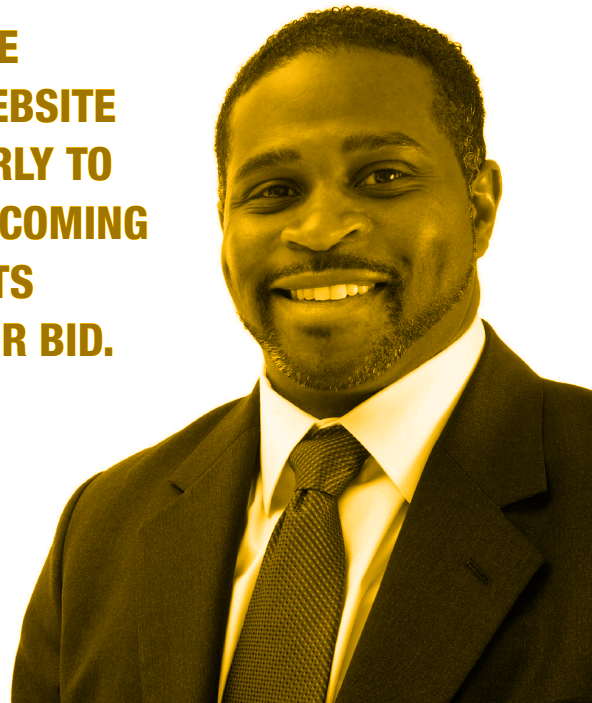
Independence

The firm must not have relationships with any other firm in such a way that it would compromise the applicant firm's independence and the disadvantaged owner's equity.

Control

The managerial role of the socially and economically disadvantaged owners in the firm's overall affairs must be such that the DBE program administrators can reasonably conclude that the socially and economically disadvantaged owner(s) exercise control over the firm's day-to-day operations, management and policy.

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I meet the criteria now what?

1. Applicants may download an application packet from our website at dot.ga.gov/PS/Business/DBE. Download the application and the Personal Financial Statement.
2. When the completed application packet is received, GDOT will check it for any missing documentation (be sure to follow the supporting documents checklist). GDOT will return packets to applicants who are missing four or more documents. If necessary, GDOT may ask for additional documentation or information.
3. Once GDOT has determined that the packet is complete, it will be assigned to a DBE Coordinator. He/She will coordinate a date and time to conduct an on-site visit. The on-site may be done virtually or GDOT may visit the business to verify the submitted documentation.
4. If all criteria are met, the firm will be certified. GDOT does not issue certificates. The firm will receive a certification letter and the firm's information will be listed in the **DBE (UCP) Directory found on GDOT's website. The official record of continued certification is the firm's listing in the UCP Directory.**

How long does it take?

The federal regulations provide us 90 days to process an application. If the application is not complete at the time of submission, the process may take longer than 90 days. Please keep in mind that meeting the 90-day processing time depends on the timeliness of the applicant's response to requests. These requests may include scheduling of the on-site visit.

Once I'm certified then what?

To do business with GDOT, all prime contractors, subcontractors, certified DBEs and non DBE firms must be registered with the Department. This is a separate process from the DBE certification and is handled by the Office of Construction Bidding Administration. There is also a prequalification process for all consultants interested in providing services to GDOT. For more information, visit dot.ga.gov/contractors.

Now that all requirements have been met, it's time to build good relationships.

A firm may likely work with GDOT as a prime contractor or a subcontractor. If the firm works as a sub, it should know the primes who work with GDOT. Submit competitive bids to the prime contractors for projects whether highway, airport or transit related.

When contracted to perform work, a firm must perform a commercially useful function (CUF). The firm's participation must be real and substantial, performed as a viable, independent DBE owned firm in compliance with the spirit of the applicable laws and regulations.

