

Certification Quick Start Guide -  
**California Certifications**

Procurement can be a daunting process.  
 That's why we're here.



**Part 1: Benefits & Eligibility Criteria**

Certification Processed by:		CA Dept of General Services - STATE OF CALIFORNIA	California Unified Certification Program (CUCP)
<b>Certification</b>	Small Business (SB), Micro- Business, SB-Public Works	Disabled Veteran Business Enterprise (DVBE)	Disadvantaged Business Enterprise (DBE), Airport Concessionaires DBE (ACDBE)
<b>Goals</b>	25%	3% State, 5% for CA Dept. of Veteran Affairs	Goals set by each agency based on disparity study. Federal FHWA and FAA contracts
<b>Benefits</b>	5% price preference for SBs & for Primes that subcontract min. of 25% to SBs. SB/DVBE Option allows direct contracting for 5,000.01 to \$249,999 (\$388,000 for public works) w/bids from 2 SBs or DVBEs. Good Faith Effort not permitted for contracts with DVBE goals.		Sets aside and mandatory subcontracting goals applicable to some contracts. Applicable to Federally funded contracts. Recognized by over 800 Federal, State, and local agencies.
<b>Important Criteria</b> <i>Note: not all criteria are listed. To learn more, see Application Process (reverse)</i>	All owners must reside in CA, and business must be in CA. SB - 100 or fewer employees OR PW – 200 or less employees <a href="https://www.dgs.ca.gov/PD/Services/Page-Content/Procurement-Division-Services-List-Folder/Certify-or-Re-apply-as-Small-Business-Disabled-Veteran-Business-Enterprise">https://www.dgs.ca.gov/PD/Services/Page-Content/Procurement-Division-Services-List-Folder/Certify-or-Re-apply-as-Small-Business-Disabled-Veteran-Business-Enterprise</a>	51% owned & controlled by service-disabled vets (100% if an LLC).  Min. 10% disability rating. SDVs must live in CA, home office must be in the U.S.	No min sales or yrs of operation required. 51% of owner/s must have critical expertise, unconditional management & control, & be socially & economically disadvantaged. Majority owner must possess a critical license or credential required by the State. Non- minorities must prove individual social disadvantage.
<b>Can't exceed \$ thresholds for Financial Criteria</b> <i>Read Regulations for details.</i>	Avg revenues/3 fiscal years: SB \$16M, Micro \$5M. Manufacturers: max. of 100 employees (25 if Micro), no revenue cap. PW - \$37M GARS over 3 years	Goods, Services, or IT - \$249,999.99 Public Works – \$388,000.00	\$1.32M personal net worth excluding home & business. Company's avg. revenues/3 fiscal years cannot exceed \$26.29M/yr, avg/3 yrs (\$56.42M/yr for airport concessions).
<b>Look for a Company</b>	<a href="https://www.caleprocure.ca.gov/pages/PublicSearch/supplier-search.aspx">https://www.caleprocure.ca.gov/pages/PublicSearch/supplier-search.aspx</a>		<a href="https://caltrans.dbesystem.com">https://caltrans.dbesystem.com</a>



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**Part 2: Application Process** --no fees are charged to obtain these certifications.

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<b>Application Process</b>	Online application & documents upload. Will only be archived for 90 days.	Start by finding you certifying agency nearest to you. Application at: <a href="https://californiaucp.dbesystem.com">https://californiaucp.dbesystem.com</a>	
<b>Approximate Timeframe</b>	2 - 3 hrs for online forms & document upload. Approval is often instant, additional paperwork & review for some. You must respond to follow-up email. DVBEs without a disability rating letter must allow up to 6 months to obtain this from the V.A..	5 - 10 hrs to complete & print, copy business and personal taxes & financial documents, + additional documents. Up to 90 days for review, including a site visit.	
<b>Get Started</b>	<a href="https://www.caleprocure.ca.gov/pages/index.aspx">https://www.caleprocure.ca.gov/pages/index.aspx</a>	<a href="https://californiaucp.dbesystem.com">https://californiaucp.dbesystem.com</a>	
<b>Issued By</b>	State of California <a href="https://www.caleprocure.ca.gov/pages/PubicSearch/supplier-search.aspx">https://www.caleprocure.ca.gov/pages/PubicSearch/supplier-search.aspx</a>	CUCP Certifying Agency based on location of business <a href="https://californiaucp.dbesystem.com">https://californiaucp.dbesystem.com</a>	
<b>Renewal Requirements</b>	Renewal required every two years.	Annual update notarized. No expiration.	