

## SMALL BUSINESS ENTERPRISE (SBE) or SMALL LOCAL BUSINESS ENTERPRISE (SLBE) CERTIFICATION REQUIREMENTS

CERTIFICATION CATEGORY	REQUIREMENTS	CERTIFYING AGENCY	CONTACT INFORMATION	CERTIFICATION APPROVAL PROCESS
<b>Small Business Enterprise (SBE) Or Small Local Business Enterprise (SLBE)</b>	A. All requirements that apply to LBE			
	B. Current certification document or letter with SBE designation and a cap of \$12M over three years sales or services	1. Caltrans/DOT CUCP	California Dept. of Transportation (Caltrans) 1823 14th Street, Sacramento, CA 95814 Phone: 916.324.1700 or 866.810.6346 FAX: 916.324.1862  <b>APPLICATION:</b> <a href="http://www.dot.ca.gov/hq/bep/downloads/pdf/UCP_DBE_APPLICATION_2-08.pdf">http://www.dot.ca.gov/hq/bep/downloads/pdf/UCP_DBE_APPLICATION_2-08.pdf</a>	30 – 90 days
		2. City of Oakland	Office of the City Administrator Contract Compliance & Employment Services Phone (510) 238-3970 Fax (510) 238-3363 <a href="mailto:sdarensburg@oaklandnet.com">sdarensburg@oaklandnet.com</a>  <b>APPLICATION:</b> <a href="http://cces.oaklandnet.com/ContComp/pdf/102208_sq_coo.pdf">http://cces.oaklandnet.com/ContComp/pdf/102208_sq_coo.pdf</a>	30 – 90 days
		3. Port of Oakland	Social Responsibility Division Phone (510) 627-1436 Fax (510) 451-1656 <a href="mailto:PBell@portoakland.com">PBell@portoakland.com</a>  <b>APPLICATION:</b> <a href="http://www.portofoakland.com/pdf/cert_port.pdf">http://www.portofoakland.com/pdf/cert_port.pdf</a>	30 – 90 days
		4. State of California General Services DGS	Office of Small Business and DVBE Services Monday-Friday, 8 a.m. to 5 p.m. Phone (916) 375-4940 (Main Office Reception) Phone (800) 559-5529 (Procurement Division Reception) Fax (916) 375-4950 Physical Location 707 3rd Street, 1st Floor, Room 400 West Sacramento, CA 95605  <b>Application:</b> <a href="http://www.documents.dgs.ca.gov/pd/smallbus/TradeFocusApp.pdf">http://www.documents.dgs.ca.gov/pd/smallbus/TradeFocusApp.pdf</a>	30-90 days