

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

CERTIFICATION CATEGORY	REQUIREMENTS	CERTIFYING AGENCY	CONTACT INFORMATION	CERTIFICATION APPROVAL PROCESS
Small Business Enterprise (SBE) Or Small Local Business Enterprise (SLBE)	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 APPLICATION: http://www.dot.ca.gov/hq/bep/downloads/pdf/UCP_DBE_APPLICATION_2-08.pdf	30 – 90 days
		2. City of Oakland	Office of the City Administrator Contract Compliance & Employment Services Phone (510) 238-3970 Fax (510) 238-3363 sdarensburg@oaklandnet.com APPLICATION: http://cces.oaklandnet.com/ContComp/pdf/102208_sq_coo.pdf	30 – 90 days
		3. Port of Oakland	Social Responsibility Division Phone (510) 627-1436 Fax (510) 451-1656 PBell@portoakland.com APPLICATION: http://www.portofoakland.com/pdf/cert_port.pdf	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 Application: http://www.documents.dgs.ca.gov/pd/smallbus/TradeFocusApp.pdf	30-90 days