



## OFFICE OF COMMUNITY INVESTMENT AND INFRASTRUCTURE

# SMALL BUSINESS ENTERPRISE (SBE) CERTIFICATION PROCEDURES

As of March 30, 2012, the Office of Community Investment and Infrastructure (“OCII” as Successor Agency to the San Francisco Redevelopment Agency) has adopted a new procedure for certifying Small Business Enterprises (SBE), Minority-owned Business Enterprises (MBE) and Women-owned Business Enterprises (WBE). OCII will no longer directly certify SBE, MBE, and WBE, but will instead rely on the information provided in other public entities’ business certifications to establish eligibility for OCII’s SBE Program.

OCII has adopted an SBE Program with an overall 50% SBE participation goal, and OCII will continue to administer the former Agency’s SBE and M/WBE policies on the continuing projects in the three major project areas: Hunters Point Shipyard/Candlestick Point, Mission Bay, and Transbay. OCII will accept the information on documented small economically disadvantaged businesses (L/DBE, SBE, MBE, and WBE) certifications from the following jurisdictions:

- City and County of San Francisco – Local Disadvantaged Business Enterprises (L/DBE)
- State of California – Small Business Enterprises (SBE)
- Federal, and
- Any other local jurisdiction

The OCII Contract Compliance Division will make the final determination on the consistency of the certification standards and acceptance or denial of certifications listed above. Small businesses certified with the City and County of San Francisco under their Local Business Enterprise program and other jurisdictions that meet OCII’s SBE certification standards will count toward the SBE goal. Generally, in order to be recognized as an economically disadvantaged SBE, the business must have an average annual gross income on the three most recent tax returns that does not exceed the thresholds below:

- \$2.5 million dollars for professional service
- \$3.5 million for truckers
- \$10 million for suppliers
- \$14 million for specialty construction contractors
- \$20 million for general building and engineering construction contractors

For information regarding certification, please visit the following websites:

- LBE certification - <http://sfgov.org/cmd/LBE-CERTIFICATION-0>
- DBE certification - <http://www.sfcta.org/doing-business-us/transportation-authority-dbelbe-program>
- State of California’s SBE certification - <http://www.dgs.ca.gov/pd/Programs/OSDS.aspx>

Should you have additional questions, please contact compliance staff at [George.bridges@sfgov.org](mailto:George.bridges@sfgov.org).