



PennDOT Diverse Business Program

OVERVIEW

PennDOT established the Diverse Business (DB) Program in accordance with Section 303 of Title 74 of Pennsylvania's Consolidated Statutes. Section 303 requires that certain public entities provide opportunities for Diverse Businesses to participate on public transportation contracts. PennDOT, the Pennsylvania Turnpike Commission, and local transportation organizations must include the DB Requirements in construction and professional service contracts funded pursuant to Title 74.

In order for disadvantaged firms to participate in the DOT-assisted contracts of state and local transportation agencies they must apply for and receive certification as a Diverse Business (DB). To be certified as a DB, a firm must be a small business owned and controlled by socially and economically disadvantaged individuals.

What is a Diverse Business (DB)?

A DB is a for-profit small business where socially and economically disadvantaged individuals own at least a 51% interest, and also control management and daily business operations. DB's consist of the following ownership arrangements: Minority-owned or woman-owned business or service-disabled veteran-owned or veteran-owned small business that has been certified and pre-qualified by the Pennsylvania Uniform Certification Program (PA UCP).

To be regarded as economically disadvantaged, an individual must have a personal net worth that does not exceed \$1.32 million. To be seen as a small business, a firm must meet SBA size criteria and have an average annual gross receipts not to exceed \$22.41 million.

What goods and services do public transportation agencies purchase?

The DB Program only applies to 100% State-funded purchases and projects.

- Construction Projects
- Professional Services
 - Design Services and Consulting
 - Legal Services
 - Advertising or Public Relations
 - Accounting, Auditing or actuarial Services
 - Security Consulting
 - Computer and IT Services
 - Insurance Underwriting Services

How does my business become certified?

LCTA does not certify DB firms on its own. Rather, LCTA relies on the Pennsylvania Unified Certification Program (PA UCP) to certify DB applicants. The Pennsylvania Unified Certification Program allows applicants for the DB program to apply only once for a DB certification that will be honored by all recipients in the Commonwealth of Pennsylvania. The cost to gain certification is free of charge.

Applicants may submit an application and supporting documents to the PA UCP. The PA UCP then certifies the firm or rejects the application. Upon certification, firms are listed in the PA UCP Directory. On an annual basis, the PA UCP releases a DB directory of certified firms, and updates it throughout the year to include newly certified or decertified entities. Prospective DBs seeking certification can submit an application and supporting documentation to the PA UCP at:

Pennsylvania Department of Transportation
UCP Certification
P.O. Box 3251
Harrisburg, PA 17105-3251

Phone: 717-787-5891
Fax: 717-772-4026
Email: penndotucpinfo@pa.gov

Where can I find LCTA contracting opportunities?

All active LCTA contracting announcements, including RFP's and ITB, will be posted online at the LCTA website, www.lctabus.com. Print contracting announcements will appear in both the Citizens' Voice and Times Leader newspapers.

Outreach Events

LCTA will host an annual outreach event at its administrative offices in the fall of each fiscal year. The outreach event is designed to educate firms on the LCTA procurement process, how to respond to an RFP, vendor expectations and regulatory requirements, and to provide information on PA UCP certification.

Diverse Business Supportive Services

PennDOT has also established a comprehensive and effective Diverse Business Supportive Services (DB/SS) Program. The DB/SS is intended to provide training, assistance, and services to DB firms certified in the DB program to facilitate their development into viable self-sufficient organizations capable of competing for, and performing on state funded highway projects. The DB/SS program will be designed to contribute to the growth and eventual self-sufficiency of certified DB firms by providing assistance in the acquisition of skills and the identification of resources so that the firms can ultimately compete on an equal basis for contracts and subcontracts without the assistance of the DB program. Most importantly, all services are offered free-of-charge to diverse businesses. For more information about DB Supportive Services please visit their website at www.padbssc.com.

Where can I find more information about the PennDOT DB Program?

Program Contacts:

Luzerne County Transportation Authority
Attn: Frank Knorek, Compliance Analyst/DBELO
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Kingston, PA 18704.

Phone: 570-288-9356
Email: Fknorek@lctabus.com
Web: www.lctabus.com

Cheyney University of Pennsylvania
DBE Supportive Service Center
1837 University Circle
PO Box 200
Cheyney, PA 19319-0200

Toll Free: 877-736-6323
Fax: 610-399-2118
Email: penndbe@cheyney.edu
Web: www.padbssc.com

Pennsylvania Department of Transportation
Bureau of Equal Opportunity
Attn: Mr. Dwan Lee, DBE Program Administrator
400 North Street, Keystone Bldg., 5 West
Harrisburg, PA 17120

Phone: 800-468-4201 or 717-395-9199
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Web: www.penndot.gov