



Alameda County Transportation Commission

Business Outreach & Networking Event
March 30, 2018

Joan Quillio
L. Luster & Associates
Contract Equity Consultant to Alameda CTC



**Local Business Contract Equity Program
and Certification**

Alameda CTC Mission Statement

Plan, fund and deliver transportation programs and projects that expand access and improve mobility to foster a vibrant and livable Alameda County.

Local Funds for Local and Small Local Businesses

| Year | LBE | SLBE |
|------------------------|----------------------------|----------------------------|
| 2013 | \$5,211,921 | \$2,867,684 |
| 2014 | \$3,527,088 | \$1,701,109 |
| 2015 | \$5,244,224 | \$1,435,781 |
| 2016 | \$8,766,121 | \$1,926,074 |
| 2017 | \$21,126,977 | \$4,067,998 |
| Total LBCE Payments | <u>\$43,876,332</u> | <u>\$11,998,646</u> |

5 Year Summary

Local Business Contract Equity Program Overview

- The LBCE Program supports Alameda CTC's policy of encouraging local businesses to locate and remain in Alameda County.
- LBE, SLBE, and VSLBE firms certified by Alameda CTC are eligible to meet the LBCE Program goals:

| Type of Contract | LBE | SLBE | VSLBE |
|--|-----|------|-------|
| <i>CONTRACTS OVER \$75,000</i> | | | |
| Construction | 60% | 20% | N/A |
| Professional Services | 70% | 30 % | N/A |
| <i>CONTRACTS BETWEEN \$25,000 AND \$75,000</i> | | | |
| Construction | N/A | N/A | N/A |
| Professional Services | N/A | N/A | 30% |

Local Business Contract Equity Program Overview

- The LBCE Program applies to:
 - *Contracts which are funded either in part or in whole by VRF, Measure B and/or Measure BB funds, or such funds in combination with other local funds; contracts with any state and/or federal funds do not apply.*
 - *Contracts which are either administered by Alameda CTC, or related to, or in support of, a Sponsor Agency-administered capital project.*

LBE Certification

To be eligible for certification, the business must meet or exceed all applicable criteria:

1. Hold a valid business license issued by Alameda County or a city within Alameda County for at least six (6) months prior to certification date;
2. Be located and fully operational at a fixed place of business within Alameda County where administrative, clerical, professional, and other productive work is continuously performed relative to its commercial contracts for at least six (6) months prior to the certification date

LBE Certification

3. Have a *minimum* of one full-time equivalent employee staffing the Alameda County office, if the business has one or more offices located outside of Alameda County;
4. Be bona fide with real and continuing business activities and ownership interests which are not created merely for the purpose of meeting the objectives of the LBCE Program;
and
5. Be economically independent, perform commercially useful functions, and have a customer base (a business acting as a passive conduit rather than contributing a value added or actual portion of the work performed does not qualify for certification).

SLBE Certification

- Must meet all LBE Criteria
- Have annual gross revenue, averaged over the most recent three (3) tax years, that does not exceed the current small business size standard for its principal business activity code as established by the U.S. Small Business Administration (SBA) and available on the SBA website.
- Must provide proof of business income and signed IRS form 4506-T

VSLBE Certification

- Must meet SLBE Criteria
- Have annual gross revenue, averaged over the most recent three (3) tax years, that does not exceed \$3.5 million
- Must provide proof of business income and signed IRS form 4506-T
- Certifications are valid for a period of two (2) years.

Apply for Certification

Visit the Alameda CTC website at www.alamedactc.org:

- Download the East Bay Interagency Alliance (EBIA) Common Certification Application, Supplemental B form, and Certification Checklist.
- Complete the forms and gather required documentation.
- Submit complete application package either by:
 - ✓ Email: certification@alamedactc.org
 - ✓ Mail to: Alameda CTC LBCE Certification
1111 Broadway, Suite 1100
Oakland, CA 94607

Contact the Certification Team for certification questions or assistance:

- Brooklyn Moore-Green t: 510/208-7468 e: bmoore@alamedactc.org
- Joan Quillio, MCA t: 510/208-7466 e: jquillio@alamedactc.org



Resources

Please visit our website or contact us for more information.



LBCE PROGRAM

www.alamedactc.org/app_pages/view/4543



CONTRACTING OPPORTUNITIES

www.alamedactc.org/news_items/index/2

CONTACT

E.W. Cheng

Associate Administrative Analyst

Email: echeng@AlamedaCTC.org

(510) 208-7420

