



# Business Diversity Programs (BDP)



Office of Business Diversity Programs  
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[vta.org/obdp](http://vta.org/obdp)



# Welcome to VTA's Business Diversity Programs



At the Valley Transportation Authority, it is our responsibility to provide an equal opportunity for all businesses to be represented in improving our transportation infrastructure.

VTA's Business Diversity Programs are designed to provide Disadvantaged, Small, Minority, Women, Disabled Veteran, and LGBT-owned businesses with a myriad of opportunities to learn, engage, and contribute within Silicon Valley's transportation industry.

VTA is honored to have been recognized for its nationally ground-breaking effort to include LGBT- owned businesses in this process, and we are proud to partner with the County of Santa Clara in encouraging this access in other important arenas in our region.

We have developed a strategic business diversity program that is targeted at providing participants with the key knowledge they will need to bid, compete for VTA contracts, receive certification, and grow their business.

I invite you to take advantage of an exceptional diversity program, and join us in making Santa Clara County the best it can be.

A handwritten signature in black ink that reads "Nuria I. Fernandez". The signature is fluid and cursive.

**Nuria I. Fernandez**

*General Manager/CEO*

*Santa Clara Valley Transportation Authority*

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# CONTENTS

## Section I

- 4 About Santa Clara Valley Transportation Authority (VTA) Business Diversity Programs
- 4 Mission Statement
- 4 Business Diversity Program Objectives

## Section II

- 4 Business Diversity Programs (BDP) (Local Funding Only)
- 4 About the Business Diversity Programs
- 5 Minority –Owned Business Enterprise (MBE)
- 5 Women –Owned Business Enterprise (WBE)
- 5 Disabled Veteran Business Enterprise (DVBE)
- 6 Lesbian, Gay, Bisexual, Transgender Business Enterprise (LGBTBE)
- 6 Who Can Apply?
- 6 MWBE Certification Eligibility Requirements at VTA
- 7 Applying for MBE and WBE Certification
- 7 MWBE Directory Listing
- 7 Frequently Asked Questions

## Section III

- 8 How to Do Business with VTA
  - 8 Register Online to Be a Vendor for VTA
  - 8 Find Information on VTA's Invitation for Bid (IFBs) or Requests for Proposals (RFPs)
  - 8 Get Certified
  - 8 Current Solicitations
  - 8 Contact Information
-

## **Section I: About Santa Clara Valley Transportation Authority (VTA) Business Diversity Programs**

### **Mission Statement**

To increase participation and ensure that small, disadvantaged, women, minority, Disabled Veterans (DV), Lesbian, Gay, Bisexual, Transgender (LGBT) owned businesses are afforded an equal opportunity to compete in VTA's procurement process and help businesses grow.

### **Business Diversity Program Objectives**

- Increase awareness of Business Diversity Programs
- Assist small, disadvantaged, women, minority, DV, and LGBT owned businesses grow
- Provide networking and business development technical assistance such as certification training, submitting proposals/bids, presentation on bonding, estimating, and bidding
- Provide a centralized website for SBE, DBE, M/WBE, DVBE and LGBTBE resources

## **Section II: Business Diversity Programs (BDP) (Local Funding Only)**

### **About the Business Diversity Programs**

The Business Diversity Program ("Program") applies to locally-funded contracts. VTA shall implement a business a business diversity program that ensures equal opportunity for Minority-Owned Business Enterprises (MBE), Women-Owned Business Enterprises (MBE), Disabled Veteran Business Enterprises (DVBE), and/or Lesbian, Gay, Bisexual, Transgender Business Enterprises (LGBTBE) in the area of public contracting. This Program sets the policies and procedures to be implemented by VTA to ensure that minority, women, disabled veteran, and LGBT businesses shall have an equal opportunity to participate in all VTA non-federally funded contracts. VTA administers a full MBE and WBE certification program, VTA accepts certification for DVBEs from the California Department of General Services, and LGBTBEs can be certified by the National Gay and Lesbian Chamber of Commerce and/or the California Public Utilities Supplier Clearinghouse.

## **Minority –Owned Business Enterprise (MBE)**

1. A business entity that is operated and controlled by a minority. A minority person shall mean Black American; Hispanic American; Asian Pacific American, Native American or Alaskan Native; Subcontinent Asian American.
2. The terms “operated and controlled” shall mean that the managerial and official staff of this entity shall be comprised of minority persons, sufficient in ratio and gross earnings to demonstrate that the business transactions are, in fact, controlled by minority persons; and that the primary power, direct or indirect, to influence the management of this entity shall rest with minority persons collectively own, operate, control and share in earnings of 51% or more of such an enterprise.

## **Women –Owned Business Enterprise (WBE)**

1. A business entity that is operated and controlled by a woman regardless of race or ethnicity.
2. The terms “operated and controlled” shall mean that the managerial and official staff of this entity shall be comprised of women, sufficient in ratio and gross earnings to demonstrate that the business transactions are, in fact, controlled by women; and that the primary power, direct or indirect, to influence the management of this entity shall rest with women collectively own, operate, control and share in earnings of 51% or more of such an enterprise.

## **Disabled Veteran Business Enterprise (DVBE)**

DVBE - as used herein means a business concern certified by the California Department of General Services (DGS).

VTA possesses a reciprocity agreement with DGS and all DGS DVBE Certified firms are counted for credited on locally funded VTA projects. For more information on DGS DVBE Certification visit: [www.dgs.ca.gov](http://www.dgs.ca.gov) and click on Procurement.

## **Lesbian, Gay, Bisexual, Transgender Business Enterprise (LGBTBE)**

LGBTBE – as used herein means a business concern certified by the National Gay and Lesbian Chamber of Commerce (NGLCC) and/or the California Public Utilities Supplier Clearinghouse (CPUC).

VTA recognizes LGBTBE Certification from NGLCC and CPUC and all NGLCC and CPUC LGBTBE certified firms are counted for credit on locally funded VTA projects. For more information on NGLCC and/or CPUC LGBTBE Certification, visit [www.nglcc.org/get-certified](http://www.nglcc.org/get-certified) and/or [www.thesupplierclearinghouse.com](http://www.thesupplierclearinghouse.com)

### **Who Can Apply?**

For MBE or WBE: Any business concern that satisfies one or more of the definitions for MBE or WBE may apply at VTA.

For DVBE: Any business concern that satisfied the requirements for DVBE certification as set forth by the California Department of General Services may apply at the California Department of General Services Procurement website.

For LGBTBE: Any business concern that satisfied the requirements for LGBTBE certification as set forth by the NGLCC or the CPUC.

### **MWBE Certification Eligibility Requirements at VTA**

An MBE and WBE is a for-profit business that has demonstrated, by a preponderance of evidence, that it satisfies the following MBE and WBE program certification standards, including but not limited to

1. Ownership: The ownership by each of these individuals must be real, substantial and continuing, going beyond pro forma ownership, as represented in merely the ownership documents.
2. Independence: The business must be independent. Its viability must not depend on a relationship with another firm or firms.
3. Licensing: Owner(s) must possess all the state or locally required licenses or credentials.

## **Applying for MBE and WBE Certification**

For MBE or WBE: Visit [www.vta.org/osdb](http://www.vta.org/osdb) and click on the Business Diversity Programs link.

For DVBE: Visit [www.dgs.ca.gov](http://www.dgs.ca.gov) and click on Procurement.

For LGBTBE: Visit [www.nglcc.org/get-certified](http://www.nglcc.org/get-certified) and/or [www.thesupplierclearinghouse.com](http://www.thesupplierclearinghouse.com)

## **MWBE Directory Listing**

You can search through our Certified Vendor Directory for MWBEs here:

<https://vta.sdbbe.com/?TN=vta>

## **Frequently Asked Questions**

**Q:** Does MBE, WBE, DVBE or LGBTBE Certification qualify my firm for other public works projects?

**A:** Contact the specific agency for certification reciprocity.

**Q:** How do I get a contract after I become certified?

**A:** Be patient and persistent. Most large businesses don't typically win contract awards on their first attempt. It's a competitive process that could prove quite fruitful over time. Be diligent and be aware of upcoming opportunities to align your business to better match what each contract requires.



## Section III: How to Do Business with VTA

### Register Online to Be a Vendor for VTA:

1. Go to the VTA website: [www.vta.org/procurement](http://www.vta.org/procurement)
2. Fill in the blanks according to instructions. Click on “Submit Registration” at the bottom.

### Find Information on VTA’s Invitation for Bid (IFBs) or Requests for Proposals (RFPs):

1. Go on the VTA website: [www.vta.org/solicitations](http://www.vta.org/solicitations)
2. Click on any solicitation you are interested in for further information. Our website is updated regularly.

### Get Certified

Applications for SBE/DBE/MWBE Certification Programs can be found at [www.vta.org/OSDB](http://www.vta.org/OSDB)

### Current Solicitations

Prospective consultants, contractors and suppliers can use [www.vta.org/procurement](http://www.vta.org/procurement) to:

- Register online to be a vendor
- Receive notifications of VTA procurements
- Download procurement documents

### Contact Information

For more information, contact Procurement, Contracts and Materials Management at (408) 321-5742.

**“Spend the time to build relationships with prospective business partners. Their experience and advice is invaluable!”**

*- Lonnie Coplen, Alternative + Renewable Construction*

**“The new firms should know that the certification process is simple. There are a lot of resource individuals and companies that they can reach out to achieve their certification process. The certification process is a must in order for the small companies to grow their business.”**

*- Jeff Enar, JPS Inc.*

