

# SELLING TO THE CITY

A Workshop for Local Businesses



## SWaM/O SDV & DBE Certification

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## SWaM/O Certification

The Small, Women-owned, and Minority-owned Business / Micro Business certification program is a state program of the Commonwealth of Virginia.

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## SWaM/O Definitions

- "**Minority-owned business**" means a business that is at least 51% owned by one or more minority individuals who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51% of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more minority individuals.
- "**Women-owned business**" means a business that is at least 51% owned by one or more women who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51% of the equity ownership interest is owned by one or more women who are citizens of the United States or legal resident aliens, and both the management and daily business operations are controlled by one or more women.

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## SWaM/O Definitions (cont.)

- **"Small business"** means a business that is at least 51% independently owned and controlled by one or more individuals who are U.S. citizens or legal resident aliens, and together with affiliates, has 250 or fewer employees, or average annual gross receipts of \$10 million or less averaged over the previous three years. One or more of these individual owners shall control both the management and daily business operations of the small business.
- **"Micro Business Qualification"** is a business designation which is certified as a Small Business under the SWaM Program and has no more than twenty-five (25) employees, and no more than \$3 million in average annual revenue over the most recent three-year period

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## Certifying agency is the Virginia Department of Small Business and Supplier Diversity

(formerly the Virginia Department of Minority Business Enterprise-DMBE).

The purpose is to enhance procurement opportunities for SWaM and Micro businesses participating in **state-funded** projects.

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## SDV Designation

### Service-Disabled Veteran Designation

As part of the Virginia Small, Women-owned, and Minority Owned Business (SWaM) certification program, qualifying service-disabled veterans who are small business owners may obtain a Service Disabled Veteran designation in the Virginia SWaM vendor database.

This is not a separate SWaM certification, but rather a designation of those small businesses that are owned by Service Disabled Veterans.

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## DBE Certification

Disadvantaged Business Enterprise  
(DBE) certification program is a Federal  
program.

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## DBE Definition

DBEs are for-profit small business concerns where socially and economically disadvantaged individuals own at least a **51% interest** and also control management and daily business operations.

African Americans, Hispanics, Native Americans, Asian-Pacific and Subcontinent Asian Americans, and women are presumed to be socially and economically disadvantaged.

Other individuals can also qualify as socially and economically disadvantaged on a case-by-case basis

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## Certifying agency is the Virginia Department of Small Business and Supplier Diversity

(formerly the Virginia Department of Minority Business Enterprise-DMBE).

The purpose is to increase the participation of certified DBEs in projects funded by the US Department of Transportation, Federal Transit Administration, and other **federal** sectors.

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## DBE Projects

The Program is governed by the U.S. Federal Regulations in 49 CFR Parts 26 and 23.

Projects typically include construction, such as building and designing roads, bridges, railroads, ports, and airports, as well as most anything purchased by Charlottesville Area Transit.

When the City contracts for goods and services using federal funds for Charlottesville Area Transit, the City must follow the federal DBE requirements.

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## DBE & SWaM Certification: Differences / Similarities

- DBE is a Federal Program
- SWaM is a State Program
- DBE & SWaM share the same certification number in the SBSD vendor directory (however, they are two separate certifications).

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## Why Register?

In accordance with section 2.2-4310B of the Virginia Code, the City is unable to grant preferences or set-asides to any class of business, however it is the policy of the City to take every reasonable effort to increase opportunities for participation of small, minority and women owned businesses, micro business and service disabled veterans in all aspects of the City's procurement activities.

**Most Charlottesville businesses will likely qualify for one or a combination of the SWaM/O certifications**

If your business is not certified, the City encourages qualifying businesses to become certified. This certification is important to the City's program which facilitates the participation of small businesses and businesses owned by women, minorities, and service disabled veterans in procurement transactions.

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## DBE Vendor Directory

City uses the SBDB vendor directory to find  
SWaM & DBE vendors.

The City encourages qualifying businesses to become SWaM and/or DBE certified. These certifications are important to the City's programs which facilitate the participation of disadvantaged businesses in the City's procurements using state or federal funds.

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One Website to Register for  
SWaM and DBE Certifications!

<http://sbsd.virginia.gov/aboutus.html>

Website information cards are available in the lobby.