

Who's Who in WisDOT DBE Unit

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The DBE Program is a federal requirement legally enforced through and authorized in each Transportation Bill from ISTEA to Bipartisan Infrastructure Law.



DBE Policy

WisDOT's Disadvantaged Business Enterprise (DBE) Program is embodied in the Code of Federal Regulations 49 CFR part 26. The U.S. Congress established the DBE program in 1982 to ensure nondiscrimination in the award and administration of DOT-assisted contracts, help remove barriers to the participation of underrepresented firms in DOT-assisted contracts, and assist the development of firms to compete successfully in the marketplace outside of the DBE program.

The program goal is to increase participation of firms owned by disadvantaged individuals in all federal aid and state transportation facility contracts.

WisDOT will not discriminate on the basis of race, color, national origin, or gender in the award and performance of any USDOT assisted contracts in the administration of its DBE program or requirements 49 CFR part 26.



Doing Business with WisDOT

TYPICAL SUBCONTRACTING OPPORTUNITIES:

HIGHWAY CONSTRUCTION

- Clearing and Grubbing
- Concrete: Flatwork, Retaining Walls, Curb and Gutter
- Equipment and Material Suppliers
- Fencing
- Grading
- Erosion Control
- Sewer/Utility
- Traffic Control, Signing
- Pavement Marking
- Trucking

PROFESSIONAL SERVICES

- Archaeology Survey and Study
- Construction Management
- Design Engineering
- Geotechnical Services
- Public Information/Involvement
- Real Estate Acquisition
- Storm Water Management
- Surveying



DBE Qualifiers

WHO CAN BE A DBE?

A small for profit business that is at least 51% owned and controlled by socially and economically disadvantaged individual(s).

- Asian-Indian Americans
- Asian-Pacific Americans
- Black Americans
- Hispanic Americans
- Native Americans
- Women
- Any individual deemed as socially disadvantaged resulting from circumstances beyond their control per 49 CFR part 26 appendix E.

ELIGIBILITY CRITERIA

Average Annual Gross Receipts of the business are less than \$30.72M (effective 5/9/2024)

Applicant must prove:

- 51% Ownership of Business
- Operational and Managerial Control
- Personal Net Worth is less than \$2.047M (effective 5/9/2024)
- Technical Competence in Work Area
- Firm is independent of other businesses

DOCUMENTS REQUIRED*

- Uniform Certification Program (UCP) Application
- * Refer to the Supporting Documentation Checklist in the Certification Application
- Personal Net Worth Statement
- Requested Work/ Geographic Area Summary
- Contractor Statement of Experience
- Three (3) years of tax returns
- Go to the DBE eligibility web page for forms



“The firm seeking certification has the burden of demonstrating by a preponderance of evidence that it meets the DBE requirements.”

~49 CFR part 26.61

VENDOR REGISTRATION SYSTEM

All firms applying for DBE Certification are required to register in the Vendor Registration System (VRS).

Go here for more information on the VRS: <https://awpkb.dot.wi.gov/Content/vrs/VRS.htm>

To log into the VRS you must have a WAMS ID. To create a WAMS ID go to: <https://on.wisconsin.gov/WAMS/SelfRegController>

To register go to WisDOT Vendor Registration System (VRS): <https://vendorregistration.infotechinc.com/>

If you have a VRS registration question, send an email to AWPSupport@dot.wi.gov.



DBE Certification

1. Go to: <https://wisconsin.gov/Pages/doing-bus/civil-rights/dbe/eligibility-requirements.aspx>
2. Send the completed UCP application with supporting documents to DBE_Alert@dot.wi.gov with subject line: Certification Application.
3. Certification Analyst completes the following steps:
 - a. conducts a preliminary review of application submission,
 - b. contacts applicant to schedule an onsite review,
 - c. conducts the onsite visit using the WI UCP DBE Onsite Review Form
 - d. reviews all documents submitted to evaluate whether the firm meets the burden of proof for a certification decision,
 - e. sends a letter of approval or denial listing the decision per the federal regulations.
4. Approved firms are published in the WI UCP DBE Directory which primes are required to use for contracts with assigned DBE goals.
5. Newly Certified DBE Firms' business information is published in the DBE Reporter newsletter: <https://wisconsin.gov/Pages/doing-bus/civil-rights/dbe/newsletter.aspx>



DBE Support

DBE SUPPORT SERVICES

The WisDOT DBE Program offers financial, technical, and engineering services at no cost to WI DBE firms. Support Services are provided by professional consultants and engineers who have extensive experience in transportation contracting.

PROFESSIONAL SERVICES

include but are not limited to:

- Annual DBE Workshops and Networking Opportunities

BUSINESS AUTOMATION

- Business Consultation/Coaching
- Capacity Building Business Assessment
- Capability Statements
- Financial Planning
- Mobilization Loan Guaranty for working capital
- Mentoring by prime contractors and consultants who do business with WisDOT
- Subscription to Bid Express Small Business Network
- Website Development Support

