

DISABLED VETERANS BUSINESS ENTERPRISE (DVBE) PROGRAM FREQUENTLY ASKED QUESTIONS

1. How can I get certified as a DVBE?

The City of Los Angeles and LAWA does not process applications for DVBE certifications.

To apply for DVBE certification from agencies LAWA recognizes for DVBE, please visit the following websites and follow the links. There is contact information for each agency on the home page.

- For U.S. Department of Veterans Affairs: <https://www.vip.vetbiz.gov/>
- For U.S. Small Business Administration:
<https://www.sba.gov/contracting/government-contracting-programs/service-disabled-veteran-owned-businesses>
- State of California, Department of General Services: <http://www.dgs.ca.gov/pd/Programs/OSDS/GetCertified.aspx>

2. If your firm is currently certified with one of the following agencies, it will be automatically considered as a DVBE by LAWA:

CERTIFYING AGENCY	CERTIFICATION	ACCEPTED BY LAWA AS DVBE?
U.S. Department of Veterans Affairs*	Service-Disabled Veteran-Owned Small Business (SDVOSB)	Yes
U.S. Small Business Administration (SBA)*	Service-Disabled Veteran-Owned Small Business (SDVOSB)	Yes
State of California	Disabled Veteran Business Enterprise (DVBE)	Yes

* The SDVOSB must be headquartered in California to qualify as a DVBE with LAWA.

3. If I am a DVBE, can my certification be verified in LABAVN?

Yes. In your LABAVN profile, please click "Certifications" and then click "Request for Certifications" to select the appropriate agency which certified your firm. LABAVN will then verify your certification with that agency, and your DVBE designation should appear for your firm.

4. If I am a DVBE, how does my participation count?

If the prime contractor is a DVBE per the chart above, the prime's participation in the contract will count as 100% DVBE. If the DVBE prime contractor also utilizes DVBE subcontractors, the total DVBE participation will be counted as 100% DVBE. If the prime contractor is not a DVBE but uses DVBE subcontractors on the contract, LAWA will credit the prime contractor with the percentage of total dollars paid to the DVBE subcontractors versus the total dollars paid to the prime contractor.

5. How does LAWA track my DVBE participation level?

Prime contractors will be required to submit monthly Subcontractor Utilization forms to LAWA's Procurement Services Division (PSD). At the end of the contract, the prime contractor will submit a Final Subcontracting Report to PSD indicating the dollar amounts paid to each subcontractor. PSD will verify with all subcontractors the amount of compensation paid to them. The DVBE achievement level will be calculated as the percentage of the total dollars paid to DVBE subcontractors versus the total dollars paid to the prime contractor.

6. If I am awarded a contract with a DVBE participation level, can I be penalized for failing to meet my pledged DVBE level?

Yes. LAWA's DVBE Program is a mandatory program; therefore, the DVBE participation level pledged by the prime contractor will become part of the contract. The prime contractor may be assessed a penalty of up to 10% of the amount of the Subcontract(s) involved. Prime contractors must receive written approval from PSD for any reduction, increase, or other change to any DVBE Subcontract amount. If a DVBE subcontractor's scope of work is reduced or eliminated as a result of a Change Order issued by LAWA, the resulting change in the DVBE participation will not be subject to a penalty.

7. How can I find DVBEs?

The following databases can be used to search for DVBEs:

- U.S. Department of Veterans Affairs: <https://www.vip.vetbiz.gov/>
- U.S. Small Business Administration(for California assistance, please see in SBA Office directory):
<https://www.sba.gov/tools/local-assistance/vboc>
- State of California: <https://caleprocure.ca.gov/pages/PublicSearch/supplier-search.aspx>

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities.