



The Office of Diversity in Business Practices at the School District of Palm Beach County

CERTIFICATION GUIDE

Apply today for a three-year certification or recertification to participate in the Small Business Enterprise (SBE) and/or the Minority/Women Enterprise (M/WBE) program(s) for contracting opportunities.

Certified Vendor Benefits:



Construction

- Receive top consideration on projects to fulfill the Prime Contractor's SBE goal.
- Receive assistance with payment issues.
- Receive up to 20 additional points on bid evaluation (SBE Prime ONLY)



Goods & Services

- Receive up to 10 additional points on bid evaluations on a scale
- Receive a 5% bid price preference

Scan the QR code to start the certification process today!



<https://bit.ly/3J8jMWa>

SBE REQUIREMENTS

SMALL BUSINESS ENTERPRISE*

MWBE REQUIREMENTS

MINORITY OR WOMEN OWNED SMALL BUSINESS*

Application Processing Time is 30-60 days

LOCATION

- ✓ Independent, free-standing businesses at a physical address (including home offices)
- ✓ Headquartered in Palm Beach, Broward, or Miami -Dade

OWNERSHIP

- ✓ Established & operational for at least one full year prior to application
- ✓ 51% owned & operated by a minority or woman

QUALIFICATIONS

- ✓ Owner must submit a resume showing appropriate experience
- ✓ Hold all required state/local licenses
- ✓ The minority or woman must be the licensor/qualifier for the business

REVENUE CAPS

Average of 3 years
of gross receipts

- ✓ \$6MM for professional services
- ✓ \$7MM for commodities
- ✓ \$13MM for construction
- ✓ \$2MM for professional services
- ✓ \$3MM for commodities
- ✓ \$7MM for construction