

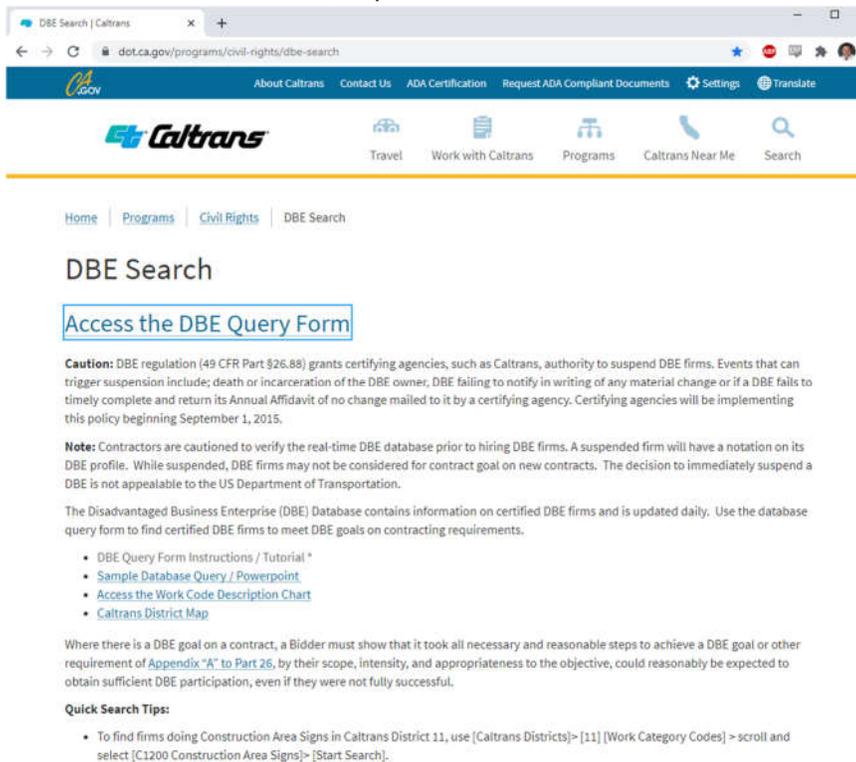
How To Create a DBE Listing By Location and Scope

This guide was developed to provide OCTA's contracting community guidance on how to search for DBE firms based on location and scope of work.

1. First, visit the DBE Firm Database page on the Department of Transportation's website at <https://dot.ca.gov/programs/civil-rights/dbe-search>



2. Click the "Access the DBE Query Form" link in blue.



3. Click the "Start DBE Firms Query" link which will take you to the DBE search page.

[**Start DBE Firms Query**](#)

4. You have now arrived at the California Unified Certification Program (CUCP) Database of certified DBE firms, see below:

Note:

- If using the "Firm Name" for your search criteria and the DBE profile does not display, use the "DBA Name" search criteria to locate a specific firm if the Firm ID is unknown.
- The DBE Certification does not expire. Firms that do not continue to meet the DBE criteria are decertified and removed from the database.
- For Bidders:** It is recommended that when making a query to locate certified DBEs for subcontracting opportunities, your search include, at minimum, "Work Categories" and "NAICS Categories."
- To report problems, email DBE.Certification@dot.ca.gov or call (916) 324-1700
- PLEASE NOTE OUR MAILING ADDRESS CHANGE effective immediately:**
 Caltrans - Office of Civil Rights
 Certification Branch
 PO Box 942874, MS 79
 Sacramento, CA 94274-0001

Search Filters:

- Firm ID:
- DBA Name:
- Firm Name:
- City:
- Zip Code:
- Area Code:
- Caltrans Districts: District 01, District 02, District 03, District 04, District 05
- County: Alameda, Alpine, Amador, Butte, Calaveras
- Work Category Codes: A0110 CASH GRAINS, A0130 FIELD CROPS, EXCEPT C, A0160 VEGETABLES & MELONS, A0170 FRUITS & TREE NUTS, A0180 HORTICULTURAL SPECI
- Certification Types: DBE, ACDBE
- Majority Owner Gender: Male, Female
- Race/Ethnicity: Asian Pacific, Asian Subcontinent, Black, Caucasian, Hispanic
- License Type: A General Engineering Contractor, ARC Architect, ASB Asbestos, B General Building Contractor, C02 Insulation and Acoustical Cc
- NAICS Categories: 11 Agriculture, Forestry, Fishing, and Hunting
- NAICS Codes:

5. To get started, select a Caltrans District to add location parameters to your search:

Note:

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6. If you are unsure which District your project is located in, utilize the 'View CT District Map' link to identify the Counties included within each District:

← → ↻ ucp.dot.ca.gov/img/distmap.html

Caltrans District Map



7. When selecting a District your search results will be narrowed to display DBE firms who have identified they are “ready, willing and able” to perform within the selected District. OCTA recommends that prospective proposers search in the districts surrounding the project work area as well to demonstrate a sufficient Good Faith Effort. There is also an option to search by County, to select more than one County just click the box next to each county you would like to include. For reference, OCTA’s Market Area includes Orange, Los Angeles, San Bernardino and Riverside Counties.

DBE Search | Caltrans UCP Web Application - Main Page

ucp.dot.ca.gov/licenseForm.htm

Disadvantaged Business Enterprise Firm Search

[OCR Home](#) [Caltrans Home](#)

Note:

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Firm ID:
 DBA Name:
 Firm Name:

City:
 Zip Code:
 Area Code:

Caltrans Districts
 District 01
 District 02
 District 03
 District 04
 District 05
[View CT District Map](#)

County
 Alameda
 Alpine
 Amador
 Butte
 Calaveras

Work Category Codes
 A0110 CASH GRAINS
 A0130 FIELD CROPS, EXCEPT C
 A0160 VEGETABLES & MELONS
 A0170 FRUITS & TREE NUTS
 A0180 HORTICULTURAL SPECI
[Download Work Category Code List](#)

Certification Types
 DBE ACDBE

Race/Ethnicity
 Asian Pacific
 Asian Subcontinent
 Black
 Caucasian
 Hispanic

License Type
 A General Engineering Contractor
 ARC Architect
 ASB Asbestos
 B General Building Contractor
 C02 Insulation and Acoustical Co

Majority Owner Gender
 Male Female

NAICS Categories
 11 Agriculture, Forestry, Fishing, and Hunting

NAICS Codes

8. Now that you have selected your location parameters, you can move on to identifying a "scope" area. To search for DBE firms within a specific scope of work, you will select the applicable 'NAICS Categories' (NAICS) and/or 'Work Category Codes' (WCC) that is associated with the scope you would like to search. If you will be searching by WCC, proceed to step 13.

9. The North American Industry Classification System or NAICS (pronounced "nakes") is a classification of business establishments by type of economic activity (scope of work). If you are not familiar with the NAICS code associated with the scope of work you would like to search, visit <https://www.naics.com/search/> for assistance in identifying the correct NAICS category. This site will allow you to enter a keyword, that will subsequently be matched to a NAICS code.

naics.com/search/

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[Products](#)
[Company Lookup](#)

COVID-19

NAICS & SIC Identification Tools

Enter Keyword(s) [NAICS Search](#)

Enter Keyword(s) [SIC Search](#)

[NAICS CODE DRILL-DOWN](#)
[SIC CODE DRILL-DOWN](#)
[COMPANY LOOKUP TOOL](#)
[NAICS LOOKUP HELP](#)

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[Dat](#)
[NAI](#)

As an example, search for the relevant code for **Asphalt Paving work** on a Highway construction project:

The screenshot shows the NAICS Association website with a search for 'asphalt paving'. The search results table is as follows:

NAICS	NAICS Title	Common Keywords	SIC Crosswalk
324121	Asphalt Paving Mixture and Block Manufacturing	Asphalt paving mixtures made from purchased asphaltic materials	View SIC
324122	Asphalt Shingle and Coating Materials Manufacturing	Pitch, roofing, made from purchased asphaltic materials	View SIC
324110	Petroleum Refineries	Asphalt paving mixtures made in petroleum refineries	View SIC
237310	Highway, Street, and Bridge Construction	Asphalt paving (i.e., highway, road, street, public sidewalk)	View SIC
327120	Clay Building Material and Refractories Manufacturing	Paving brick, clay, manufacturing	View SIC
238990	All Other Specialty Trade Contractors	Concrete paving, residential and commercial driveway and	View SIC

Though multiple results are listed, it is always best to use the most specific work category. In this case, we will want to use the code associated with the actual asphalt paving work on a construction project. Therefore, we will utilize the **237310 Highway, Street and Bridge Construction** code associated with Asphalt Paving on a highway road, street, public sidewalk etc.

- Upon identification of your NAICS code, return to the CUCP Database, scan down to the bottom left side where the "NAICS Categories" section is located. You will need to select the option that displays the first two numbers of your selected NAICS code. For the example above this would be the 23 Construction category:

Sacramento, CA 94274-0001

Firm ID	<input type="text"/>	City	<input type="text"/>
DBA Name	<input type="text"/>	Zip Code	<input type="text"/>
Firm Name	<input type="text"/>	Area Code	<input type="text"/>

Caltrans Districts <input type="checkbox"/> District 01 <input type="checkbox"/> District 02 <input type="checkbox"/> District 03 <input type="checkbox"/> District 04 <input type="checkbox"/> District 05 View CT District Map	County <input type="checkbox"/> Alameda <input type="checkbox"/> Alpine <input type="checkbox"/> Amador <input type="checkbox"/> Butte <input type="checkbox"/> Calaveras	Work Category Codes <input type="checkbox"/> B1490 MISC NONMETALLIC MINERALS <input type="checkbox"/> C0600 MISC SUPPLIERS <input type="checkbox"/> C0612 SAFETY EQUIPMENT SUPPLIER Download Work Category Code List
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Certification Types <input checked="" type="radio"/> DBE <input type="radio"/> ACDBE	Race/Ethnicity <input type="checkbox"/> Asian Pacific <input type="checkbox"/> Asian Subcontinent <input type="checkbox"/> Black <input type="checkbox"/> Caucasian <input type="checkbox"/> Hispanic	License Type <input type="checkbox"/> Contractor <input type="checkbox"/> C29 Masonry Contractor <input type="checkbox"/> C31 Construction Zone Traffic Control Contractor
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Majority Owner Gender <input type="radio"/> Male <input type="radio"/> Female	NAICS Categories <input type="radio"/> 11 Agriculture, forestry, fishing, and mining <input type="radio"/> 21 Mining <input type="radio"/> 22 Utilities <input checked="" type="radio"/> 23 Construction <input type="radio"/> 31 Manufacturing <input type="radio"/> 32 Manufacturing	NAICS Codes <input type="checkbox"/> Structures Construction <input type="checkbox"/> 237210 Land Subdivision <input checked="" type="checkbox"/> 237310 Highway, Street, and Bridge Construction <input type="checkbox"/> 237990 Other Heavy and Civil Engineering Construction
--	---	---

Once selected, the available NAICS codes within that category will be displayed in a box to the right of the NAICS Categories box. Select your NAICS code. Click the box for **237310 Highway, Street, and Bridge Construction**.

11. Now your location and scope parameters have been set and you may proceed with submitting your query by clicking on the "Search-PDF Results" button at the bottom on page.
12. Success! You should now see a listing of DBE firms who have identified they are willing, ready and able to perform within your location parameters and are certified within the NAICS code you are running a search for.

Search Returned 124 Records

Query Criteria

Certification Types: DBE

Naics Category: 23 Construction

Naics Codes: 237310 Highway Street and Bridge Construction

13. Due to the broad nature of some NAICS categories, your search may return results that include DBE firms who may not specialize or be qualified to perform the scope of work you are looking for. In this case, it is recommended that you narrow your search by Work Category Code (WCC).

by utilizing a WCC. To find the appropriate WCC, click the “Download Work Category Code List” link underneath the respective “Work Category Codes” box.

Firm ID **City**
DBA Name **Zip Code**
Firm Name **Area Code**

Caltrans Districts District 01 District 02 District 03 District 04 District 05
[View CT District Map](#)

County Alameda Alpine Amador Butte Calaveras

Work Category Codes
 A0110 CASH GRAINS
 A0130 FIELD CROPS, EXCEPT CASH GRAINS
 A0160 VEGETABLES & MELONS
[Download Work Category Code List](#)

Certification Types DBE ACDBE

Majority Owner Gender Male Female

Race/Ethnicity Asian Pacific Asian Subcontinent Black Caucasian Hispanic

License Type A General Engineering Contractor ARC Architect ASB Asbestos B General Building Contractor

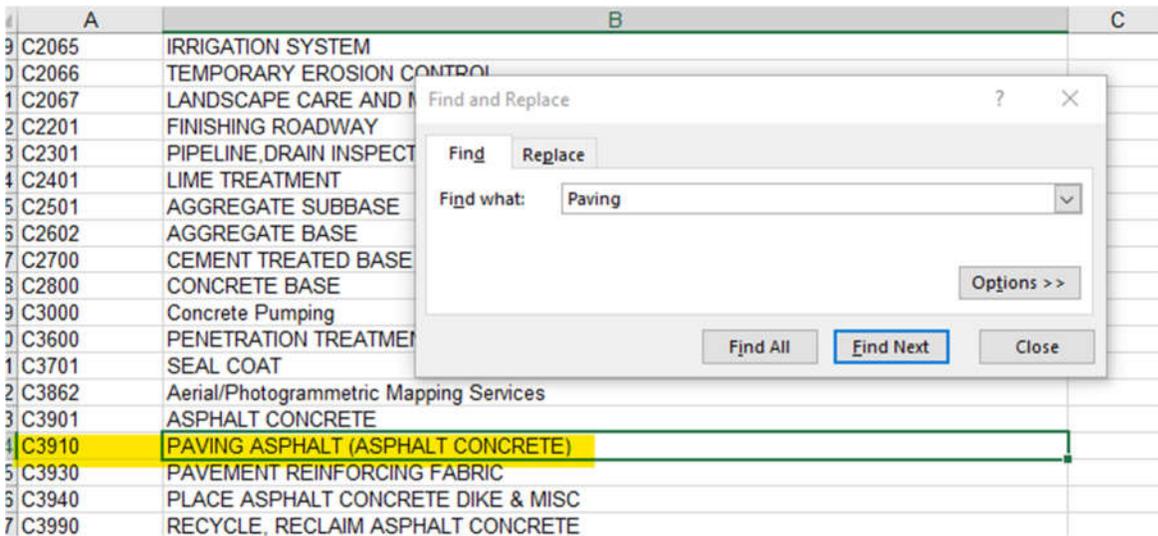
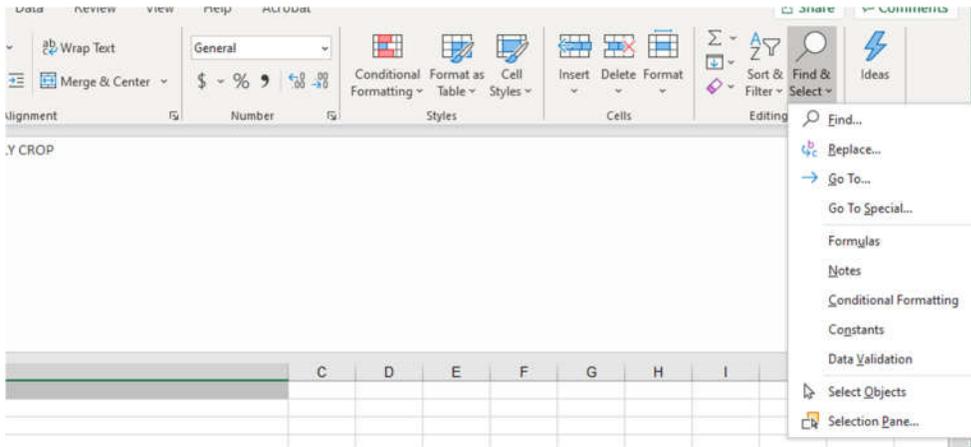
NAICS Categories 11 Agriculture, Forestry, Fishing, and Hunting 21 Mining 22 Utilities 23 Construction 31 Manufacturing

NAICS Codes

14. Upon clicking on the link, you will be prompted to download an Excel file inclusive of all available work categories. You can use this document to run a keyword search to identify which WCC is most applicable to the scope you are looking for.

WORK_CODE	WORK_CODE_DESC
A0110	CASH GRAINS
A0130	FIELD CROPS, EXCEPT CASH GRAINS
A0160	VEGETABLES & MELONS
A0170	FRUITS & TREE NUTS
A0180	HORTICULTURAL SPECIALTIES
A0190	GENERAL FARMS, PRIMARILY CROP
A0210	LIVESTOCK, EXCEPT DAIRY AND POULTRY
A0240	DAIRY FARMS
A0250	POULTRY & EGGS
A0270	ANIMAL SPECIALTIES
A0290	GENERAL FARMS, PRIMARILY ANIMAL
A0710	SOIL PREPARATION SERVICES
A0720	CROP SERVICES
A0740	VETERINARY SERVICES
A0750	ANIMAL SERVICES, EXCEPT VETERINARY
A0751	Animal Control
A0760	FARM LABOR & MANAGEMENT SERVICES
A0780	LANDSCAPE & HORTICULTURAL SERVICES
A0781	Landscape, Tree Services
A0810	TIMBER TRACTS
A0830	FOREST PRODUCTS
A0850	FORESTRY SERVICES
A0910	COMMERCIAL FISHING
A0920	FISH HATCHERIES & PRESERVES
A0970	HUNTING, TRAPPING, GAME PROPAGATION
B1010	IRON ORES
B1020	COPPER ORES
B1030	LEAD & ZINC ORES
B1040	GOLD & SILVER ORES

For example: Let us utilize our previous example of asphalt paving. Search ‘Asphalt’ and ‘Paving’ independently using the “Find & Select” tool on Excel to get optimal results:



The ‘Find’ search shows that there are multiple WCC’s that include our key words. It is important to review all options and select the code that best represents the scope of work you need performed. In this example we are looking for asphalt paving contractors which pertains to C3910- Paving Asphalt (Asphalt Concrete).

15. Upon identification of your WCC, return to the CUCP Database, within the “Work Category Code” section scan down until you find your WCC and check the box:

Work Category Codes

C3910 PAVING ASPHALT (ASPHALT CONCRETE)
 C3930 PAVEMENT REINFORCING FABRIC
 C3940 PLACE ASPHALT CONCRETE DIKE & MISC
 C3990 RECYCLE, RECLAIM ASPHALT CONCRETE
 C4010 PORTLAND CEMENT & CONCRETE PAVEMENT

[Download Work Category Code List](#)

License Type

16. Now that you have identified your location and scope parameters, click on the blue “Search – PDF Results” button at the bottom of the page.
17. Success! You should now see a listing of DBE firms who have identified they are willing, ready and able to perform within your location parameters and are certified within the WCC you are running a search for.

[Skip to Main Content](#)

[Back To Query Form](#)

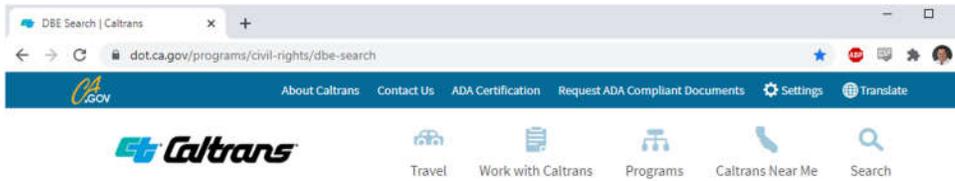
Search Returned 18 Records

Query Criteria

Work Category Codes: C3910

Firm ID	36647
DBA Name	BIG VALLEY ASPHALT
Firm Name	
Address Line1	3510 BRIAN WAY
Address Line2	
City	BAKERSFIELD
State	CA
Zip Code1	93308
Zip Code2	
Mailing Address Line1	3510 BRIAN WAY
Mailing Address Line2	
Mailing City	BAKERSFIELD
Mailing State	CA
Mailing Zip Code1	93308
Mailing Zip Code2	
Certification Type	SWBE
EMail	donnawatson52@yahoo.com
Contact Name	DONNA WATSON
Area Code	661
Phone Number	587-5837
Extension	
Alt Area Code	
Alt Phone Number	
Extension	
Fax Area Code	661
Fax Phone Number	326-8562
Agency Name	DEPARTMENT OF TRANSPORTATION
Counties	10, 15, 19, 39,
Districts	06, 07, 10,
DBE NAICS	237310, 238990,
ACDBE NAICS	
Work Codes	C3910 PAVING ASPHALT (ASPHALT CONCRETE); C4040 CLEAN & SEAL PAVEMENT JOINTS - ROUT & SEAL CRACKS; C8501 PAVEMENT MARKER;
Licenses	A General Engineering Contractor;
Trucks	
Gender	F
Ethnicity	CAUCASIAN
Firm Type	SWBE

18. As an additional resource in identifying the most appropriate NAICS and/or Work Category Code you can also download the Work Code Description Chart document by visiting the DBE Firm Database page on the Department of Transportation’s website at <https://dot.ca.gov/programs/civil-rights/dbe-search> and clicking on the “Access the Work Code Description Chart”(shown below).



Home | Programs | Civil Rights | DBE Search

DBE Search

Access the DBE Query Form

Caution: DBE regulation (49 CFR Part §26.88) grants certifying agencies, such as Caltrans, authority to suspend DBE firms. Events that can trigger suspension include; death or incarceration of the DBE owner, DBE failing to notify in writing of any material change or if a DBE fails to timely complete and return its Annual Affidavit of no change mailed to it by a certifying agency. Certifying agencies will be implementing this policy beginning September 1, 2015.

Note: Contractors are cautioned to verify the real-time DBE database prior to hiring DBE firms. A suspended firm will have a notation on its DBE profile. While suspended, DBE firms may not be considered for contract goal on new contracts. The decision to immediately suspend a DBE is not appealable to the US Department of Transportation.

The Disadvantaged Business Enterprise (DBE) Database contains information on certified DBE firms and is updated daily. Use the database query form to find certified DBE firms to meet DBE goals on contracting requirements.

- [DBE Query Form Instructions / Tutorial *](#)
- [Sample Database Query / Powerpoint](#)
- [Access the Work Code Description Chart](#)
- [Caltrans District Map](#)

Where there is a DBE goal on a contract, a Bidder must show that it took all necessary and reasonable steps to achieve a DBE goal or other requirement of [Appendix "A" to Part 26](#), by their scope, intensity, and appropriateness to the objective, could reasonably be expected to obtain sufficient DBE participation, even if they were not fully successful.

Quick Search Tips:

- To find firms doing Construction Area Signs in Caltrans District 11, use [Caltrans Districts]> [11] [Work Category Codes] > scroll and select [C1200 Construction Area Signs]> [Start Search].

19. This document will provide a summary of work associated with each of the Work Category Code and the associated NAICS. It is recommended you select the "All Industries" tab on the bottom of the Excel Workbook to maximize the listing of Work Category Codes.

1	Work Code	Category	Description	License Requirement	NAICS Code(s)
165	C3600	PENETRATION TREATMENT & PRIME COAT	Initial application of liquid to absorbent surface preparatory to construction; possibly the first coat in a series of applications.	A- General Engineering Contractor, C-12 Earthwork & Paving Contractor OR C-32 Parking & Highway Improvement - CSLB	238390 - Other Building Finishing Contractors 238990 - All Other Specialty Trade Contractors
166					
167					
168	BITUMINOUS SEAL				
169	C3701	SEAL COAT	Application of asphaltic emulsion and screenings or an application of a mixture of asphaltic emulsion and added water.	C-32 Parking and Highway Improvement Coordinator OR A-General Engineering Contractor OR C-12 Earthwork & Paving Contractor - CSLB	238990 - All Other Specialty Trade Contractors
170	C3862 same as C8762	AERIAL/PHOTOGRAMMETRIC MAPPING SERVICES See Professional Services			
171	ASPHALT CONCRETE				
172	C3901	ASPHALT CONCRETE	Furnishing and mixing aggregate and asphalt binder at a central mixing plant, spreading and compacting the mixture and furnishing and placing pavement reinforcing fabric.	C-12 Earthwork & Paving Contractor OR A-General Engineering Contractor-CSLB	237310 - Highway, Street, and Bridge Construction
173	C3910	PAVING ASPHALT (ASPHALT CONCRETE)	High quality, hot mixture of asphalt cement & well graded aggregate.	C-12 Earthwork & Paving Contractor OR A-General Engineering Contractor-CSLB	237310 - Highway, Street, and Bridge Construction
174	C3930	PAVEMENT REINFORCING FABRIC	Shall be placed on existing pavement to be surfaced or between layers of asphalt concrete when the work is shown on the plans or specified in the special provisions, or ordered by the Engineer.	C-12 Earthwork & Paving Contractor OR A-General Engineering Contractor-CSLB	237310 - Highway, Street, and Bridge Construction
175	C3940	PLACE ASPHALT CONCRETE DIKE & MISC	Embankment used on roadways for controlling or holding back water and erosion control.	C-12 Earthwork & Paving Contractor OR A-General Engineering Contractor-CSLB	237310 - Highway, Street, and Bridge Construction
176	C3990	RECYCLE, RECLAIM ASPHALT CONCRETE PAVEMENT	Common method of utilizing the left over rubble when structures made of concrete are demolished or renovated. Smaller pieces of concrete are used as gravel for new construction projects.	C-12 Earthwork & Paving Contractor OR A-General Engineering Contractor-CSLB	237310 - Highway, Street, and Bridge Construction
177					
178	PORTLAND CEMENT CONCRETE PAVEMENT				
179	C4010	PORTLAND CEMENT & CONCRETE PAVEMENT	Consists of constructing a pavement of portland cement concrete on a prepared subgrade.	A- General Engineering Contractor, C-12 Earthwork & Paving Contractor OR C-8 Concrete Contractor - CSLB	238990 - All Other Specialty Trade Contractors OR 238110 - Poured Concrete Foundation and Structure Contractors
180	C4040	CLEAN & SEAL PAVEMENT JOINTS - ROUT & SEAL CRACKS	Aids in waterproofing the pavement. Joints are sandblasted and then filled with heated sealant and may include sawing to provide a proper surface.	A-General Engineering Contractor, D-06 Concrete Related Services-CSLB OR C-8 Concrete Contractor-CSLB	238990 - All Other Specialty Trade Contractors
181					
182	PAVEMENT SUBSEALING & JACKING				
183	C4101	PAVEMENT SUBSEALING & JACKING	Filling voids beneath existing portland cement concrete pavement, by drilling holes through the existing pavement, injecting grout through the holes and filling the drilled holes with mortar or concrete.	A-General Engineering Contractor, C-8 Concrete Contractor OR C-8 Foundation Jacking Contractor- CSLB	C- 561990 - All Other Support Services
184					
185	PROFESSIONAL SERVICES				
186	Construction Supplier	Professional Services	Truckers&Transportation	All Industries	