

Business Development Initiative (BDI) Requirements



- As defined by FS 337.027(2), a small business is a “Business with yearly average gross receipts of less than \$15 million for construction and maintenance contracts and less than \$6.5 million for professional services contracts. A business’ average gross receipts are determined by averaging its annual gross receipts over the last 3 years, including the receipts of any affiliate as defined in s. 337.165.”
- Reserving Business Development Initiative (BDI) contracts for small businesses - The Department’s District Offices will identify Construction, Maintenance, and Professional Service projects that do not exceed \$1.5 million, per contract, to be reserved for small businesses.
- Eligible BDI Construction and Maintenance contracts are reported monthly based on the contract letting date. In addition, the Maintenance contract renewals are included as reserved contracts. Renewals should be identified by the date of the renewal and reported to the Business Development Specialist, Equal Opportunity Office, in order to be counted. Renewals are counted as a small business reserved contract and also included in the total number of contracts per fiscal year.
- Professional Service contracts are reported monthly based on the contract execution date.
- All businesses (prime and sub) working on BDI reserved contracts must be currently certified by the Department as a small business.
- A list of all businesses working on BDI reserved contracts must be verified in the database in order to be eligible to work on a BDI contract.
- To be eligible for BDI Professional Services contracts, businesses must comply with the Department’s Prequalification requirements as defined per Florida Administrative Code Chapter 14-75.
- To work on BDI contracts, every business must be certified submitting a notarized, or digitally signed affidavit to the Equal Opportunity Office prior to the contract execution date. This includes all sub-contractors and sub-consultants. Only certified small businesses’ will be permitted to work on BDI contracts.
- To maintain small business certification, an affidavit must be submitted annually on the anniversary date of the previously signed affidavit. Failure to submit the affidavit on the anniversary date will result in the removal of certification and ineligibility for BDI contracts.
- An anniversary reminder notice will be sent to the email address on record thirty (30) days prior to the anniversary date.
- FDOT reserves the right to request every business’ and/or affiliated business’ tax returns in order to verify small business program compliance in accordance with F.S. 337.027. Failure to comply with this request could result in certification removal.