

## FDOT Small Business Strategies

The Department has implemented several Small Business Contracting Strategies, with the following objectives:

- Expanding the base of firms who compete for Department contracts. Since most businesses in Florida are small businesses, the key to increasing the competitiveness of the market is increasing the number of small businesses who contract with FDOT.
- Streamlining processes where possible, to remove barriers for small businesses desiring to compete for FDOT contracts.
- Leveraging the Department's small business database, to connect small businesses with other businesses for teaming opportunities on larger FDOT contracts.

**Strategy 1:** FDOT Business Development Initiative (BDI)- small business reserved program- Increase percentage of small business reserved projects.

- 15% of professional services contracts are reserved
- 10% of construction contracts are reserved
- 10% of maintenance contracts are reserved

The cap for small business reserved professional services contracts is \$1.5M for project specific contracts, and \$3 million for task assignment type contracts, such as continuing contracts, district-wide, and miscellaneous minor professional services contracts. Districts are approved for small business reserved construction contracts up to a maximum of \$3M.

**Strategy 2:** FDOT simplifies the size standards for small businesses.

The Department's small business size standard for professional services firms is \$6.5 M (average annual gross receipts over the last 3 years).

The Department's small business size standard for road and bridge construction firms is \$15M (average annual gross receipts over the last 3 years).

**Strategy 3:** Raise Professional Services Overhead Audit Threshold

Raise the dollar threshold for performing professional services without an overhead audit.

The overhead audit threshold requirement has been raised to \$500,000, allowing firms to contract for fees less than \$500,000 per contract without incurring the cost of an independent CPA to perform the audit.

**Strategy 4:** Under-Utilization Goal for DBEs and Small Businesses on Professional Services Contracts.

The objective of the DBE Under-Utilization Goal (implemented in 2013) is to incentivize professional services prime consultants to subcontract work in categories where DBEs are under-utilized (under-utilization is defined as 25% or less utilization level). During the procurement process, "Proposed Subconsultant Teaming" is considered as a factor in shortlisting, including teaming with under-utilized firms. The program was expanded in 2014 to include either DBEs or small businesses in under-utilized work categories, providing more flexibility, and will encourage use of DBEs and small businesses for teaming in a wider array of projects and work categories. Please note: Subconsultant teaming is only one of several factors considered in shortlisting. Preference points are not used.

**Strategy 5:** DBE and Non-DBE Small Business Aspirational Goal.

This strategy establishes an aspirational goal of 10.54% DBE usage and 3% non-DBE Small Business usage, to be used for professional services and design-build contracts.

Note: If the project is a small business reserved project, the Aspirational Goal is not applied. Also, professional services contracts with an under-utilization goal are exempted from the Aspirational Goal.

**Strategy 6: Small Business Database**

Registration is by means of self-certification, using the Small Business Affidavit Forms.

Firms submit the following FDOT Form:

<https://www.fdot.gov/equalopportunity/small-business-program.shtm>

Listing of Professional Services Small Businesses:

<https://www.fdot.gov/equalopportunity/small-business-program.shtm>

Listing of Construction and Maintenance Small Businesses:

<https://www.fdot.gov/equalopportunity/small-business-program.shtm>

**Strategy 7: Small Business Performance Measures.**

FDOT measures utilization of small businesses at a district level and reports this metric on a cumulative monthly or quarterly basis.

**Strategy 8: Subcontracting to Non-Small Business Firms on Professional Services Reserved Contracts**

Allows for a small business firm on professional services contracts to subcontract up to 45% of total contract dollars to non-small business firms on small business reserved contracts.

**Strategy 9: Use of Expanded Letter of Response for Professional Services Contracts**

Allows for the Expanded Letter of Response to be utilized as the procurement selection method for small business reserved professional services contracts.