CONTACT INFORMATION

ADOT&PF Civil Rights Office
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Anchorage, AK 99519-6900

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2200 E. 42nd Avenue

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1-800-770-8255

Web site: http://dotcivilrights.alaska.gov

The Civil Rights Office (CRO) certifies all Disadvantaged Business Enterprises (DBEs) for the Alaska Unified Certification Program. The CRO also ensures statewide compliance with the Alaska Department of Transportation and Public Facilities (ADOT&PF) federal non-discrimination and affirmative action obligations as a condition of continued federal funding for highway and airport construction. ADOT&PF promotes opportunities for socially and economically disadvantaged individuals to participate on federally funded highway and aviation projects through the DBE Program.

It is the policy of the ADOT&PF to ensure compliance with Title VI of the Civil Rights Act of 1964, related statutes and regulations to the end that no person shall be excluded from participation in or be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance from the U.S. Department of Transportation on the grounds of race, color, sex, age, disability, or national origin.

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Federal regulations (49 CFR 26) require a Unified Certification Program be developed by all states. This is so Disadvantaged Business Enterprises (DBEs), rather than having to be certified with the various recipients of federal funds for transportation-related projects, could go to one office for certification. The Alaska Unified Certification Program (AUCP), was developed under a mutual agreement between all participating agencies, creating “one-stop shopping” for DBE certification in Alaska. Applicants certified by the AUCP process are recognized by all Federal Highway Administration, Federal Aviation Administration, and Federal Transit Administration recipients in Alaska. The State of Alaska Department of Transportation and Public Facilities (ADOT&PF) Civil Rights Office (CRO) does the certification for the State of Alaska. Each agency continues to administer all other aspects for their respective projects, but all use the AUCP DBE Directory maintained by the CRO.

### Submitting the Application

A completed application and supporting documentation demonstrating eligibility must be submitted to the Civil Rights Office. Certification applications are processed in the order they are received. It generally takes no more than 90 days to review an application after a completed application and all supporting documentation have been received.

### Determining Eligibility

Disadvantaged owners are interviewed in person (or by telephone if located out of state), and an on-site inspection of the business is conducted. After the interview, the CRO representative prepares a summary that is used to determine whether the firm meets the eligibility requirements for certification as a DBE.

**If a firm is awarded certification,** it becomes eligible for participation as a DBE on transportation-related contracts with federal funding by Alaskan recipients. Information about the certified firm is placed in the AUCP DBE Directory for distribution.

**If a firm is denied certification,** it is notified about the reasons why and is provided information on its appeal rights. Denied firms must appeal directly to the US Department of Transportation.

### Updating Certification

Annually, on the anniversary of the firm’s certification, all DBE firms are required to update information about ownership, management, equipment, employees, business size, and personal net worth.

“Keep Alaska Moving through service and infrastructure.”