**Submit completed form to** [**smallbusiness@dot.state.fl.us**](mailto:smallbusiness@dot.state.fl.us)

**Firm Type (select only one option below):**

**Construction Firms and all other Non-Professional Services Firms**

**Professional Services**

**Registration Type:**  **Initial Registration**  **Annual Renewal**

Firms must be registered in MyFloridaMarketPlace (MFMP) before the Department is able to add to the small business database. Information to register with MFMP is available here:

<http://www.dms.myflorida.com/business_operations/state_purchasing/myfloridamarketplace>

Please note: Completion of this form and listing on the small business site does not constitute Prequalification with FDOT.

Contractors who wish to become prequalified with FDOT in construction work classes should go to:

<https://www.fdot.gov/contracts/prequal-info/prequalified.shtm>

Consultants who wish to become prequalified with FDOT in Professional Services work types should visit: <https://www.fdot.gov/procurement/prequalification.shtm>

Business Name

Business Address                  

Street City State Zip

Mailing Address

Street City State Zip

Telephone       Other

Business Owner

E-mail       Date Business Established

Federal Employer Identification Number

FDOT Districts I am interested in performing work in: (Please check all that apply)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | District 1 |  | District 4 |  | District 7 |
|  | District 2 |  | District 5 |  | Turnpike |
|  | District 3 |  | District 6 |  | Central Office |

I,       am an owner or duly authorized representative of

      (Proposer/name of business), and I do hereby declare:

This business:

Meets the definition for a small business pursuant to Section 337.027, F.S.

* Gross revenues, three year average (include affiliate businesses) $

*Pursuant to Section 337.027, F.S., a small business means a business with yearly average gross receipts of less than $15 million for road and bridge contracts and less than $6.5 million for professional and nonprofessional services contracts.   A business’ average gross receipts is determined by averaging its annual gross receipts over the last three years, including the receipts of any affiliates as defined in Section 337.165, F.S.*

The undersigned hereby authorize(s) and request(s) any person, firm or corporation to furnish any pertinent information requested by the State of Florida Department of Transportation deemed necessary to verify the statements made in this affidavit or regarding the ability, standing and general reputation of the Proposer. I declare, under penalty of perjury, that the information provided above and any supporting documents are true and accurate to the best of my knowledge. By submittal of the Affidavit certification, you are affirming that your firm meets the definition for a small business, pursuant to s. 337.027, F.S. It is the responsibility of the owner/authorized representative to inform the Department within 30 days of any change that would affect your small business eligiblity, including average gross revenues over the prior three years exceeding the small business size threshold. Changes that would affect eligibility should be communicated to [smallbusiness@dot.state.fl.us](mailto:smallbusiness@dot.state.fl.us). This certification is good for one year or until your firm exceeds the small business threshold, whichever is earlier. To ensure regulatory compliance and accountability for the Business Development Initiative program, firms agree to furnish any pertinent information to verify the statements in this Small Business Affidavit Certification, upon request by the Department. If financial documents are not timely provided within 10 business days, or financial documents do not confirm small business eligibility, the Department reserves the right to revoke this small business certification.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Owner/Authorized Representative Signature* *Date*

*Owner/Authorized Representative Printed Name & Title*

**Notary:**

STATE OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

COUNTY OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Before me, the above signed authority, personally appeared \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, who is personally known to me or has produced \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (type of identification) identification and is duly sworn, deposes and says that he/she is authorized to represent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (business). Sworn and subscribed to before me this \_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(*Notary Signature*) My Commission Expires:

Business Name:

Federal Employer Identification Number:

**Select FDOT districts/counties:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **District 1** |  | **District 2** |  | **District 3** |  | **District 4** |  | **District 5** |  | **District 6** |  | **District 7** |  | **Turnpike** |
|  | Charlotte |  | Alachua |  | Bay |  | Broward |  | Brevard |  | Miami-Dade |  | Citrus |  |  |
|  | Collier |  | Baker |  | Calhoun |  | Indian River |  | Flagler |  | Monroe |  | Hernando |  |  |
|  | DeSoto |  | Bradford |  | Escambia |  | Martin |  | Lake |  |  |  | Hillsborough |  |  |
|  | Glades |  | Clay |  | Franklin |  | Palm Beach |  | Orange |  |  |  | Pasco |  |  |
|  | Hardee |  | Columbia |  | Gadsden |  | St. Lucie |  | Osceola |  |  |  | Pinellas |  |  |
|  | Hendry |  | Dixie |  | Gulf |  |  |  | Seminole |  |  |  |  |  |  |
|  | Highlands |  | Duval |  | Holmes |  |  |  | Sumter |  |  |  |  |  |  |
|  | Lee |  | Gilchrist |  | Jackson |  |  |  | Volusia |  |  |  |  |  |  |
|  | Manatee |  | Hamilton |  | Jefferson |  |  |  |  |  |  |  |  |  |  |
|  | Okeechobee |  | Lafayette |  | Leon |  |  |  |  |  |  |  |  |  |  |
|  | Polk |  | Levy |  | Liberty |  |  |  |  |  |  |  |  |  |  |
|  | Sarasota |  | Madison |  | Okaloosa |  |  |  |  |  |  |  |  |  |  |
|  |  |  | Marion |  | Santa Rosa |  |  |  |  |  |  |  |  |  |  |
|  |  |  | Nassau |  | Wakulla |  |  |  |  |  |  |  |  |  |  |
|  |  |  | Putnam |  | Walton |  |  |  |  |  |  |  |  |  |  |
|  |  |  | St. Johns |  | Washington |  |  |  |  |  |  |  |  |  |  |
|  |  |  | Suwannee |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  | Taylor |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  | Union |  |  |  |  |  |  |  |  |  |  |  |  |

**Select specialty/NAICS code activities (Limited to 20 categories)**

Highway, Street, and Bridge Construction

Asphalt Roadway

Asphalt Concrete Curb

Concrete Gutter, Curb Elements, & Traffic Separators

Concrete Barrier Wall

Concrete Ditch & Slope Pavement

Inlets, Manholes & Junction Boxes

Pipe Culverts & Storm Sewers

Structural Plate Pipe & Pipe Arch Culverts

Underdrains

Guardrail

Highway Signing

Bridge Deck Joints

Foundation, Structure, and Building Exterior Contractors

Reinforcing Steel

Structural Steel

Masonry Contractors

Roofing Contractors

Other Foundation, Structure, and Building Exterior Contractors

## Specialty Trade Contractors

All Other Specialty Trade Contractors

Miscellaneous Asphalt Pavement

Concrete Sidewalk

Pipe Handrail Furnishing, erecting, and painting pipe handrail

Temporary Erosion Control

Plastic Filter Blanket (Geotextile)

Riprap

Fencing

Maintenance of Traffic

Highway Delineators and Object Markers

Reflective Pavement Markers

Painting Traffic Stripes/Painted Pavement Markings

Thermoplastic Traffic Stripes and Markings

Crash Cushions

## Site Preparation Contractors

Clearing & Grubbing

Excavation & Grading

Structures Foundation

## Landscaping Services

Litter Removal and Mowing

Muck Blanket & Topsoil

Performance Turf/Sodding

Landscape Installation

## Other Heavy and Civil Engineering Construction

Timber Structures

## Utility System Construction

Water and Sewer Line and Related Structures Construction

## Electrical Contractors and Other Wiring Installation Contractors

Electrical Wiring

Traffic Control Signals and Devices

Highway Lighting Systems

Navigation Lights for Fixed Bridges

## Painting and Wall Covering Contractors

Coating Structural Steel

Bridge Painting

## Specialized Freight Trucking

Specialized Freight (except Used Goods) Trucking, Local

Specialized Freight (except Used Goods) Trucking, Long-Distance

## Materials Supply

Brick, Stone, and Related Construction Material Merchant Wholesalers

Other Merchant Wholesalers

## Commercial and Institutional Building Construction

Toll & Service Plaza Facilities

Storage Facility, Building Addition

Office Building, Shop/Warehouse

## Building Equipment Contractors

Plumbing

Heating and Air Conditioning

Other Building Equipment Contractors

## Building Finishing Contractors

Drywall and Insulation Contractors

Flooring Contractors

Installation of Tile

## Architectural Engineering Related Services

Laboratory Testing Facilities – Non-Prequalified Firm

Drafting/CADD Services – Non-Prequalified Firm

Underwater Bridge Inspections/All Other Support Services – Non-Prequalified Firm

Traffic Data Services/Other Scientific and Technical Consulting Services – Non-Prequalified Firm

## Consultant Engineering & Inspection (CEI) Related Services

Technical Services Related to CEI (e.g. Inspectors) – Non-Prequalified Firm

Administrative and General Management Consulting/Financial Services – Non-Prequalified Firm

## Environmental Services

Environmental Consulting Services – Non-Prequalified Firm

Remediation Services, Asbestos Surveys and Abatement Services– Non-Prequalified Firm

Energy Consultant Services – Non-Prequalified Firm

Hazardous Waste Services – Non-Prequalified Firm

Mitigation Services – Non-Prequalified Firm

## Management and Financial Services

Certified Public Accountants

Economic Consultant Services

Educational Support Services/Education Consultant

Administrative and General Management Consulting/Financial Services

Human Resources Consulting Services/Personnel Services

Public Relations Agencies/Services

Professional and Management Development Training Services

Temporary Help Services/Employment Agencies

## Computer Systems Design and Related Services

Custom Computer Programming

Computer Systems Design Services

Computer Facilities Management Services/Data Processing Consultants

Other Computer Related Services

## Right of Way Services

Title, Abstract and Settlement Offices – Non-Prequalified Firm

Real Estate Appraisers – Non-Prequalified Firm

Other Activities Related to Real Estate – Non-Prequalified Firm

Property Management Services - Nonresidential Property Managers – Non-Prequalified Firm

## Services to Building and Dwellings

Landscaping/Lawn Care Services

Janitorial Services/Commercial Cleaning

Other Services to Buildings and Dwellings

## Miscellaneous Business Services

Other Management Consulting Services/Business Services Not Elsewhere Classified (NEC)

Other Business Service Centers (including Copy Shops)/Reprographics

Security Guard and Patrol Services