

SOUTH CAROLINA UNIFIED CERTIFICATION PROGRAM (SCUCP)

Dear Business Owner:

Thank you for your interest in participating in the Unified Certification Program (UCP) of South Carolina for Disadvantaged Business Enterprises (DBEs). As mandated by the United States Department of Transportation (USDOT) in the DBE Program, all USDOT recipients of federal financial assistance must participate in a statewide UCP. The UCP is a "One-Stop Shopping" certification procedure that will eliminate the need for DBE firms to obtain certifications from multiple agencies within the State.

The South Carolina Department of Transportation is charged with the responsibility of certifying firms and maintaining the database of certified DBEs for all USDOT recipients of South Carolina. The database is intended to expand the use of DBE firms by maintaining complete and current information on those businesses and the products and services they can provide to all USDOT recipients in South Carolina.

Please complete the attached application and supplemental questionnaire if you wish to be considered for Disadvantaged Business Enterprise (DBE) certification. The DBE application can be found at: <https://www.scdot.org/business/bus-development-dbe-certification.aspx>.

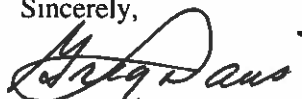
Upon approval of your DBE certification, if you are interested in becoming Small Business Enterprise (SBE) certified or attain the Small and Minority Business Contracting Certification (SMBCC), please complete the additional one page form located at the end of DBE Certification Application in Part 3.

In order to avoid unnecessary delays, please complete all portions of the application and supplemental questionnaire, placing "N/A" next to items that are not applicable.

Incomplete applications/supplemental questionnaires will not be evaluated until such documents are submitted. We recommend keeping a copy of all submitted documents for your records.

Please forward your completed certification packet to the Division of Minority and Small Business Affairs, 955 Park Street, Room 117, Columbia, SC 29201.

Sincerely,



Greg Davis

Division Director, Minority and Small Business Affairs

Division of Minority and Small Business Affairs • 955 Park Street • P.O. Box 191 • Columbia, SC 29202-0191
Telephone: (803)737-1372 • FAX: (803)737-2021 • www.scdot.org

SOUTH CAROLINA UNIFIED CERTIFICATION PROGRAM PARTNER'S CONTACT LIST

	NAME	ADDRESS	CITY	STATE	ZIP	PHONE	CONTACT	EMAIL
1	Aiken Area Council on Aging, Inc.	159 Morgan Street, Northwest	Aiken	SC	29801	(803) 648-5447	Aimee Hanna	ahanna@aikensenior.org
2	Anderson County	101 S. Main Street	Anderson	SC	29624	(864) 260-1010	Steve Newton	snewton@andersoncountysc.org
3	BCD RTMA	305 Heatley Street	Moncks Corner	SC	29461	(843) 529-2128	Jeff Burns	jburns@bcdcog.com
4	Berkeley-Charleston-Dorchester Council of Governments	5790 Casper Padgett Way	N. Charleston	SC	29406	(843) 529-2128	Jeff Burns	jburns@bcdcog.com
5	Central Midlands Regional Transit Authority	3613 Lucius Road	Columbia	SC	29201	(803) 255-7133	Arlene Prince	aprince@thecometsc.gov
6	Charleston Area Regional Transportation Authority	5790 Casper Padgett Way	N. Charleston	SC	29406	(843) 529-2128	Jeff Burns	jburns@bcdcog.com
7	Charleston Aviation Authority	5500 International Blvd.	N. Charleston	SC	29418	(843) 767-7000	Brandy James	diversity@iflychs.com
8	City of Anderson Transit	401 Main Street	Anderson	SC	29624	(864) 231-7625	Alesia Tate	t@cityofandersonsc.com
9	City of Lake City Airport	Post Office Box 1329	Lake City	SC	29560	(843)374-5421	Lisa Jones	ljones@cityoflakecity.org
10	City of Spartanburg	Post Office Box 1749	Spartanburg	SC	29304	(864) 596-2119	Dennis Locke	dlocke@cityofspartanburg.org
11	City of Spartanburg SPARTA Transit	100 Liberty Street	Spartanburg	SC	29306	(864) 595-2710	Luis Gonzalez	lgonzalez@cityofspartanburg.org
12	Coast (WACCAMAW) RTA	1418 3rd Avenue	Conway	SC	29526	(843) 488-0865	Erica Hill	ehill@coastrta.com
13	Columbia Metropolitan Airport	3250 Airport Blvd.	W. Columbia	SC	29170	(803) 822-5000	Lakisha Darby	l.darby@flycae.com
14	County Council of Beaufort County	102 Ind. Village Road	Beaufort	SC	29906	(843) 255-2955	Ashley Jacobs	ashley.jacobs@bcgov.net
15	Fairfield County Community Development	250 North Walnut Street	Winnsboro	SC	29180	(803) 815-4031	Joseph Toledo	Joseph.toledo@fairfield.sc.gov
16	Florence Regional Airport Authority	2100 Terminal Drive	Florence	SC	29501	(843) 519-0556	Betsy Devault	bdevault@flyflo.us
17	Generations Unlimited	10915 Ellenton Street	Barnwell	SC	29812	(803) 541-1249	Hillery Hutto	hilleryh@generationsunlimited.org
18	Georgetown County Airports	129 Airport Road	Georgetown	SC	29440	(843) 545-3638	Jim Taylor	jtaylor@gtcounty.org
19	Greenville Airport Commission - Greenville Downtown Airport	100 Tower Drive #2	Greenville	SC	29607	(864) 242-4777	Kim Bright James Stephens	kim@greenvilledowntownairport.com james@greenvilledowntownairport.com
20	Greenville Transit Authority (Greenlink)	206 South Main Avenue	Greenville	SC	29601	(864) 298-2753	Kayleigh Sullivan	ksullivan@greenvillesc.gov
21	Greenville-Spartanburg Airport District	2000 GSP Drive, Suite #1	Greer	SC	29651	(864) 848-6283	Thomas Brooks	tbrooks@gspairport.com
22	Horry County Department of Airports	1100 Jetport Road	Myrtle Beach	SC	29577	(843) 448-1580	Tracy Custard	custardt@horrycounty.org
23	Lancaster County	101 North Main Street	Lancaster	SC	29720	(803) 416-9508	Dennis Marstall	dmarstall@lancastersc.net
24	Lowcountry RTA	Post Office Box 2029	Bluffton	SC	29910	(843) 757-5784	Kristine Hepburn	khepburn@palmettobreezetransit.com
25	Lower Savannah Council of Governments	2748 Wagener Road	Aiken	SC	29801	(803) 649-7981	Laureen Fineman	lfeinman@lscog.org
26	Oconee County Regional Airport	365 Airport Road	Seneca	SC	29678	(864) 364-5651	Melinda Cox	mcox@oconeesc.com
27	Pee Dee RTA	313 South Stadium Road	Florence	SC	29506	(843) 519-0893	Samantha Mack	smack@pdrta.org
28	Rock Hill - York County Airport	550 Airport Road, Suite 205	Rock Hill	SC	29732	(803) 329-5537	Steven Gould	Steven.gould@cityofrockhill.com
29	Saluda County	400 West Highland Street	Saluda	SC	29138	(864) 445-4500, Ext. 2248	Regina Turner	r.turner@saludacounty.sc.gov
30	Santee-Cooper Regional/Clarendon County	411 Sunset Drive	Manning	SC	29102	(803) 433-4004	Vickie Williams	grants@clarendoncountygov.org
31	Williamsburg County	201 West Main Street	Kingstree	SC	29556	(843) 355-9321, Ext. 5101	Kelvin Washington	kwashington@wc.sc.gov

Notice Regarding Ownership Interests Acquired with Marital Assets

Please complete this form if you used funds to start your business that is held jointly with your spouse. If you have any questions or need clarification regarding the DBE Spousal Renunciation form, please call 803-737-1372.

Please be advised that a special rule applies to ownership interests in the applicant firm that were acquired with marital assets. This rule is found in 49 CFR 26.69(i), which provides as follows:

49 CFR 26.69 (i) - You must apply the following rules in situations in which marital assets form a basis for ownership of a firm:

(1) When marital assets (other than the assets of the business in question), held jointly or as community property by both spouses, are used to acquire the ownership interest asserted by one spouse, you must deem the ownership interest in the firm to have been acquired by that spouse with his or her own individual resources, provided that the other spouse irrevocably renounces and transfers all rights in the ownership interest in the manner sanctioned by the laws of the state in which either spouse or the firm is domiciled. You do not count a greater portion of joint or community property assets toward ownership than state law would recognize as belonging to the socially and economically disadvantaged owner of the applicant firm.

(2) A copy of the document legally transferring and renouncing the other spouse's rights in the jointly owned or community assets used to acquire an ownership interest in the firm must be included as part of the firm's application for DBE certification.

Example:

If the wife acquired her ownership interest in the applicant firm with money from a bank account owned jointly with her husband, the application must include a copy of her husband's irrevocable renunciation of his interest in the money used to purchase the wife's ownership interest. The irrevocable renunciation must be sufficient under the laws of the state where the husband and wife reside and the applicant firm is domiciled.



State of _____)
County of _____)

DBE Spousal Renunciation

Whereas, my spouse _____ is an owner
of _____ (hereinafter
referred to as “Applicant Firm”); and

Whereas, my spouse is applying to the South Carolina Department of Transportation
(“SCDOT”) for certification as a Disadvantaged Business Enterprise (“DBE”); and

Whereas, my spouse acquired his/her ownership in the Applicant Firm with the
following assets jointly-held with me or considered by our state of domicile to be
community property, described as follows:

(hereinafter referred to as “the jointly-held assets”); and

Whereas, so that in accordance with 49 CFR 26.69(i), my spouse may be deemed to
solely own the interest in Applicant Firm acquired by the jointly-held assets, I desire to
irrevocably renounce and transfer to my spouse my interest in the jointly-held assets to the
extent they were used to purchase my spouse’s interest in the Applicant Firm and any rights
I may have in my spouse’s ownership interest in the Applicant Firm;

NOW THEREFORE, for and in consideration of the sum of One Dollar and love and
affection, I do hereby irrevocably renounce and transfer to my spouse,
_____ the following assets:

- a) All my rights in the jointly-held assets to the extent they were used to acquire
my spouse’s ownership interest in the Applicant Firm; and
- b) All my rights in my spouse’s ownership interest in the Applicant Firm.

Further, I certify that this spousal renunciation is sanctioned by the laws of the State in which I reside and the State which the Applicant Firm is domiciled.

Executed this _____ day of _____, 20__.

Witness:

Print Name of Witness

Signature of Witness

Print Name of Spouse Revoking Interest

Signature of Spouse Revoking Interest

Daytime Telephone (include area code)

Mailing Address:

SWORN TO BEFORE ME

this _____ day of _____, 20__

(Affix Seal)

Notary Public for _____

My commission expires: _____

