

TABLE 1 - DBE COMMITMENT FORMS

Form No.	Form Name	To Be Completed By		DBE Form Submittals
		Bidder/Proposer (Includes DBE Primes)	All Subcontractors/Suppliers	
Form 1	Proposed List of Subcontractors & Suppliers	<input checked="" type="checkbox"/>		Required
Form 2	DBE Affidavit	<input checked="" type="checkbox"/>		Required
Form 3	DBE Proposed Lower Tier Subcontractors & Suppliers		<input checked="" type="checkbox"/>	Required
Form 4	Business Data Sheet (DBE)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Required
Form 5	DBE Affirmation (Only if subcontracting with DBE business)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Required

- The Bidder/Proposer is required to complete and submit DBE Forms 1, 2 and 4. The Bidder/Proposer and each DBE subcontractor are required to complete and submit Form 5.
- All Subcontractors/Suppliers are required to complete and submit Form 3 (if they are subcontracting) and Form 4. Subcontractors and Suppliers are required to complete and submit Form 5 if subcontracting with a DBE business.

NOTE: All DBEs are included in the DBE contract goal: African Americans, Asian Pacific Americans, Native Americans, Hispanic Americans, Subcontinent Asian Americans, and Women (including Caucasian Women). Only RC DBEs listed in the Bidder/Proposer’s bid or proposal will be counted towards the contract goal.

LACMTA will achieve its overall DBE goal using race conscious and race neutral measures in accordance with the US Department of Transportation DBE Program Rule 49 Code of Federal Regulations, Part 26.

FORM 1 – PROPOSED LIST OF SUBCONTRACTORS AND SUPPLIERS

TO BE COMPLETED BY BIDDER/PROPOSER

Bidder/Proposer shall list all first tier DBE and non DBE firms that will perform any portion of the work on DBE Form 1. Bidders/Proposers are required to utilize Race Conscious (RC) DBE firms in the performance of this project. RC DBEs are groups that have been identified as statistically and significantly underutilized. All DBEs are included in the DBE contract goal: African Americans, Asian Pacific Americans, Native Americans, Hispanic Americans, Subcontinent Asian Americans, and Women (including Caucasian Women). LACMTA will achieve a percentage of its overall goal utilizing race neutral measures. Completion of this form and Form 4 (Business Data Sheet) fulfills the requirements of the California Subletting and Subcontracting Fair Practices Act.

1. Bidder's/Proposer's Name:	2. Project Name:
3. Total Bid/Proposal Price:	4. Bid/Proposal Due Date:

	A	B	C	D	E	F	G
	NAME OF BIDDER/PROPOSER AND ALL SUBCONTRACTORS (1 ST TIER)	DESCRIPTION OF WORK	<u>SUBCONTRACTORS:</u> C = Consultant Or Contractor S = Supplier ¹ M = Manufacturer B = Broker ¹ T = Trucker	BID/PROPOSAL PRICE	BID/PROPOSAL PRICE FOR RC DBE FIRMS (Race Conscious participation)	BID/PROPOSAL PRICE FOR OTHER DBE FIRMS (Race Neutral Participation)	TOTAL DBE BID/PROPOSAL PRICE (COL # E + F)
Bidder/Proposer			Prime's \$ Amount with its own workforce →			\$	\$
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9. TOTAL BID/PROPOSAL PRICE (Should equal Line #3 above) →				\$	\$	\$	\$

¹If a RC DBE or RN DBE firm listed in column D and E are regular dealers, enter 60% of the bid/proposal price in column G. If a RC DBE or RN DBE firms listed in column D and E are brokers, enter the total amount of the fees and/or commissions charges in column G. If a DBE business is listed to provide materials/supplies, only sixty-percent (60%) of the cost for materials/supplies will be counted toward the DBE.

FORM 2 – DBE AFFIDAVIT

TO BE COMPLETED BY BIDDER/PROPOSER ONLY

PART A: DBE GOAL DECLARATION

RC DBE GOAL ACHIEVED

The Bidder/Proposer declares to the best of its knowledge, information and belief that by its efforts, it ACHIEVED a level of participation greater than or equal to the goal established for RC DBE participation.

The level achieved is _____ percent (_____ %)

RC DBE GOAL NOT ACHIEVED

The Bidder/Proposer declares to the best of its knowledge, information and belief that while it made efforts to achieve the RC DBE participation goal, it DID NOT ACHIEVE a level of RC DBE participation greater than or equal to the goal established for RC DBE participation.

The level achieved is _____ percent (_____ %)

While the Bidder/Proposer did exert efforts to achieve the goal, it was not successful. The Bidder/Proposer certifies that evidence of good faith efforts (GFE) will be submitted with the bid/proposal.

PART B: SIGNATURE

Executed on _____, 20____, at _____, _____
Date City State

Business Name: _____

Authorized Signature: _____

Printed Name: _____

Title: _____

E-mail: _____

Phone: _____

FORM 3 - DBE PROPOSED LOWER TIER SUBCONTRACTORS & SUPPLIERS

TO BE COMPLETED BY ALL SUBCONTRACTORS

Project Name: _____ IFB/RFP #: _____

All subcontractors listed on Form 1 that are subcontracting work are requested to list ALL (DBE and Non-DBE) lower tier subcontractors. All DBEs are included in the DBE contract goal: African Americans, Asian Pacific Americans, Native Americans, Hispanic Americans, Subcontinent Asian Americans, and Women (including Caucasian Women). ONLY RC DBEs listed in the Bidder/Proposer's bid or proposal will be counted towards the contract goal. LACMTA will achieve a percentage of its overall goal utilizing race neutral measures. Completion of this form and Form 4 (Business Data Sheet) fulfills the requirements of the California Subletting and Subcontracting Fair Practices Act.

1. Subcontractor's Name:	2. Prime's Name:
3. Total Bid/Proposal Price:	4. Bid/Proposal Due Date:

	A	B	C	D	E	F	G
	NAME OF SUBCONTRACTOR AND ALL LOWER TIER SUBCONTRACTORS	DESCRIPTION OF WORK	INDICATE BELOW FOR ALL SUBCONTRACTORS: C = Consultant Or Contractor S = Supplier ¹ M = Manufacturer B = Broker ¹ T = Trucker JV = Joint Venture	BID PRICE	BID PRICE FOR DBE FIRMS	APPLY 60% for SUPPLIER/REGULAR DEALER OR INDICATE BROKER FEE OR COMISIONS	TOTAL DBE BID PRICE (COL # E OR F)
Subs			Your business' \$ Amount	\$	\$	\$	\$
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9. TOTAL BID/PROPOSAL PRICE (Should equal Line #3 above)				\$	\$	\$	\$

Lower Tier Subcontractors

¹If a DBE firm listed in column D and E are regular dealers, enter 60% of the bid price in column G. If a DBE firm listed in column D and E are brokers, enter the total amount of the fees and/or commissions charges in column F. If a DBE business is listed to provide materials/supplies, only sixty-percent (60%) of the cost for materials/supplies will be counted toward the DBE.

FORM 4 - BUSINESS DATA SHEET (DBE)

TO BE COMPLETED BY BIDDERS/PROPOSERS AND ALL SUBCONTRACTORS LISTED ON FORM 1 AND FORM 3

Completion of this form, Form 1, and Form 3 fulfills the requirements of the California Subletting & Subcontracting Fair Practices Act.

PART A: BUSINESS DATA

- 1. Business Name: _____
- 2. Business Address: _____
Street City State Zip
- 3. Mailing Address: _____
(If different from above) PO. Box or Street Address City State Zip
- 4. County (and State) Business is located in: _____ (_____)
State
- 5. Name of Owner: _____
Name Title
- 6. Owner'(s) Ethnicity: _____
- 7. Phone: () _____ - _____ 9. Email Address: _____
- 8. Fax: () _____ - _____ 10. Age of Business: _____ Years _____ Months
- 11. If your business requires a license, complete below: 12. Business Annual Gross Receipts:
 - a. License Type _____ a. Less than \$500,000
 - b. License # _____ b. \$500,000 to \$1,000,000
 - c. Expires on _____ c. \$1,000,000 to \$2,000,000
 - d. \$2,000,000 to \$5,000,000
 - e. Over \$5,000,000

PART B: DBE CERTIFICATION STATUS

- 13. Is your business currently a **DBE**? Yes No
- If "YES," **attach a copy of your DBE Certification Letter** and check all appropriate boxes below:
 - a. Certified by the California Unified Certification Program (CUCP)? DBE Non-DBE
 - b. Certified by an organization outside of California? DBE Non-DBE
 - c. Name of Certifying Agency: _____ Yes No
- 14. Is your business currently participating in a Joint Venture? Yes No
If "YES," a copy of the Joint Venture Agreement must be attached to this Form.
- 15. Name of Joint Venture and Partners. Is this business currently a certified DBE?

	DBE	Non-DBE
a. Business Name _____ Name of Certifying Agency _____	<input type="checkbox"/>	<input type="checkbox"/>
b. Business Name _____ Name of Certifying Agency _____	<input type="checkbox"/>	<input type="checkbox"/>
c. Business Name _____ Name of Certifying Agency _____	<input type="checkbox"/>	<input type="checkbox"/>

DBEs must attach a copy of current certification.

PART C: WORK DESCRIPTIONS

16. RFIQ, IFB, or RFP #: _____

17. Provide complete description of scope of work, services, and materials to be performed or furnished¹:

NAICS: _____

18. Will your business provide trucking company services on this project?

Please mark one: Yes No

If marked YES, please complete items a. to c. below. If answered NO, answer "Not Applicable."

- a. How many trucks does your company own? _____
- b. How many trucks does your company lease? _____
- c. How many trucks are registered to your company? _____

PART D: SIGNATURE

The authorized signer declares that the information on this form and any attachments, are current, complete and accurate.

Business Name: _____

Authorized Signature: _____
Signature of Director, Officer, General Partner or similarly situated Principal of the Business

Printed Name: _____

Title: _____

Date: _____

¹The NAICS web site <http://www.bls.gov/bls/NAICS.htm> - Firms must be certified in the NAICS Codes listed

FORM 5 - DBE AFFIRMATION

TO BE COMPLETED BY BIDDER/PROPOSER AND AFFIRMED BY DBE SUBCONTRACTORS

Bidder/Proposer and DBE subcontractors, at any tier level, are required to complete this form and affirm that DBEs subcontractors will be utilized consistent with the level of participation referenced on the Form 1 (Proposed List of Subcontractors & Suppliers) and Form 3 (DBE Proposed Lower Tier Subcontractors & Suppliers). Bidder/Proposer and DBE subcontractors must sign this form attesting to the accuracy of the information provided.

1. RFP/IFB Number: _____

2. Project Name: _____

3. Name of the Prime: _____

4. Business Address: _____
Street City State Zip

5. Name of Proposed DBE Business: _____

6. Business Address: _____
Street City State Zip

7. Total DBE Dollars Committed: \$ _____
(Amount should match \$ Amount listed for this business on Form 1 or Form 3)

8. Identify the scope of work to be performed by DBE subcontractor and provide applicable Northern America Industry Classification System (NAICS) code(s): <http://www.census.gov/eos/www/naics/>

NAICS: _____

Affirmation:

Signatures of the authorized representatives of the Bidder/Proposer and the DBE business below, represents the commitment by both parties. A formal subcontract agreement between the Bidder/Proposer and the DBE subcontractor shall include the scope(s) of work and monetary commitment referenced above. DBE commitments in this document shall be a condition of contract award.

Name of Business

Name of DBE Business

Authorized Signature of Business²

Authorized Signature of DBE Business

Typed or Printed Name of Signee

Typed or Printed Name of Signee

Title of Signee

Title of Signee

Telephone

Telephone

Email

Email

Date

Date

² Signature of the Contractor to which the DBE business will report to directly