



## Florida Department of Transportation

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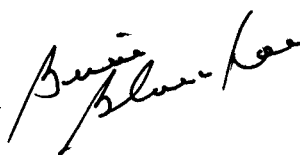
STEPHANIE KOPELOUSOS  
SECRETARY

April 25, 2007

**This Memo Has Expired**

### DCE MEMORANDUM NO. 09-07

**TO:** DISTRICT CONSTRUCTION ENGINEERS

**FROM:** Brian Blanchard, Director, Office of Construction 

**COPIES:** Art Wright (EOO), Bob Burleson (FTBA)

**SUBJECT:** REVISION TO SPECIFICATION 7-24.3 DBE Records and Reports

Currently in the DBE Special Provision there is a requirement that all sub contractor payments be entered in the Equal Opportunity Reporting (EOR) system monthly. The Department has recently determined that payments to DBE's (Disadvantaged Business Enterprises) and MBE's (Minority Business Enterprises) are needed for state and federal reporting purposes. Payments to sub contractors who are not DBE's or MBE's should not be entered into this system.

The revision will be introduced in the next specification update, but needs to be implemented as soon as possible by authority of this memorandum. Specification 7-24.3 will be updated and read as follows:

**7-24.3 DBE Records and Reports:** Submit the Anticipated DBE Participation Statement before or at the Pre-Construction Conference. Report monthly, through the Equal Opportunity Reporting System on the Department's Website, actual payments, retainage, and work type of all DBE and MBE subcontractors.

Please contact Nita Jackson in the Equal Opportunity Office at (850) 414-4744 or Mark Wright at (850) 414-4251) should you have any questions.

BB/ww