

ORIGINATION FORM

THE INFORMATION BELOW IS TO BE PROVIDED BY THE ORIGINATOR

Modify Specification _____ SP0072400_____.
Section/File number

New Section _____.
Section number

Subject: Disadvantaged Business Enterprise Program –DBE Records and Reports

Origination date: April 11, 2007

Originator: Sylvia Barge
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Userid:

Problem statement: Contractors are currently required to enter all subcontractor payments into the Equal Opportunity Reporting System. The new change will eliminate this requirement and require only DBE and MBE subcontractor payments be entered into the EORS.

Information source: The Equal Opportunity Office, State Construction Office and District Contract Compliance Managers.

Background data: The current Specification requires more information than needed by the Department to monitor subcontractor payments. The revision specifically requires the payments that must monitored and reported for the purpose of the DBE program.

Recommended Usage Note: All contracts

Estimated fiscal impact, if implemented: None

Implementation of these changes, if and when approved, will begin with the January 2008 letting.



Florida Department of Transportation

CHARLIE CRIST
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

STEPHANIE KOPELOUSOS
SECRETARY

MEMORANDUM

DATE: May 8, 2007

TO: Specification Review Distribution List

FROM: Duane F. Brautigam, P.E., State Specifications Engineer

SUBJECT: Proposed Specifications Change: 0072403-Disadvantaged Business Enterprise Program-DBE Records and Reports

In accordance with Specification Development Procedures, we are sending you a copy of a proposed new specification change for Disadvantaged Business Enterprise Program-DBE Records and Reports.

This change was proposed Sylvania Barge of the Equal Opportunity Office for only DBE and MBE Subcontractor payments are to be entered into EORS.

Please share this proposal with others within your responsibility. Review comments are due within four weeks and should be sent to Mail Station 75 or to my attention via e-mail at SP965DB or duane.brautigam@dot.state.fl.us. Comments received after June 5, 2007 may not be considered. Your input is encouraged.

DFB/sh

Attachment

COMMENTS:

Submitted by:

Phone #:

DISADVANTAGED BUSINESS ENTERPRISE PROGRAM-DBE RECORDS AND REPORTS.

(REV 5-1-07)

SUBARTICLE 7-24.3 (of the Special Provisions) is deleted and the following substituted:

7-24.3 DBE Records and Reports: Submit the Anticipated DBE Participation Statement at or before the Pre-Construction Conference. Report monthly, through the Equal Opportunity Reporting System on the Department's Website, actual payments, retainage, ~~minority status, and work type~~ of all *DBE and MBE* subcontractors ~~and major suppliers~~. The Equal Opportunity Office will provide instructions on accessing this system. Develop a record keeping system to monitor DBE affirmative action efforts which include the following:

- (a) the procedures adopted to comply with these Specifications;
- (b) the number of subordinated Contracts on Department projects awarded to

DBEs;

- (c) the dollar value of the Contracts awarded to DBEs;
- (d) the percentage of the dollar value of all subordinated Contracts awarded to DBEs as a percentage of the total Contract amount;
- (e) a description of the general categories of Contracts awarded to DBEs; and
- (f) the specific efforts employed to identify and award Contracts to DBEs.

Upon request, provide the records to the Department for review.

All such records are required to be maintained for a period of five years following acceptance of final payment and have them available for inspection by the Department and the Federal Highway Administration.