

**LETTER OF INTENT / SCHEDULE OF PARTICIPATION**

**DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION\***

(THIS FORM MUST BE COMPLETED IN FULL & SUBMITTED TO THE SPONSOR WITH DBE DOCUMENTATION)

PROJECT NO. \_\_\_\_\_

PROJECT TITLE \_\_\_\_\_

NAME OF GENERAL CONTRACTOR

NAME OF DBE CONTRACTOR\*

ADDRESS

CITY

STATE

ZIP CODE

PHONE

1. The undersigned DBE firm intends to perform work in connection with the above referenced project as:

Check one:

\_\_\_\_\_ an individual          \_\_\_\_\_ a partnership          \_\_\_\_\_ a corporation

\_\_\_\_\_ a joint venture with \_\_\_\_\_

\_\_\_\_\_ other \_\_\_\_\_

attach extra sheets if necessary

2. The undersigned affirms that s/he is a duly authorized official representing the proposed Disadvantaged Business Enterprise and affirms that its certification has not expired nor been revoked.  
(Attach a copy of certification letter.)\*\*

Check all that apply:

\_\_\_\_\_ MBE          \_\_\_\_\_ WBE          \_\_\_\_\_ Other          \_\_\_\_\_

Certification Agency \_\_\_\_\_ Certification Number \_\_\_\_\_

3. If awarded the contract, the undersigned intend to enter into a subcontract to perform the work described on the following sheet for the prices indicated.

\* Use a separate form for each DBE firm to be utilized on the project.

\*\* Certification must be completed prior to contract award. See contract documents and "Instructions to Bidder."

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NOTE TO BIDDER: THE DBE GOAL FOR THIS PROJECT SHALL NOT BE LESS THAN \_\_\_\_% (FROM SPONSOR'S DBE PLAN). IF THIS GOAL IS NOT MET, THE BIDDER MUST SUBMIT DOCUMENTATION OF A "GOOD FAITH EFFORT" TO THE SPONSOR, PRIOR TO CONTRACT AWARD, AS OUTLINED BY THE SPONSOR'S DBE PLAN.

CONTRACT ITEM NO	DESCRIPTION OF WORK PERFORMED BY DBE CONTRACTOR	ITEM QUANTITY	UNIT PRICE	ITEM AMOUNT

TOTAL AMOUNT CREDITED TO DBE CONTRACTOR (ADD ITEM AMOUNTS) TOTAL \$ \_\_\_\_\_

PROPOSED TOTAL CONTRACT PRICE \$ \_\_\_\_\_

THE TOTAL PRICE TO DBE CONTRACTOR FOR WORK PERFORMED UNDER THIS CONTRACT IS \_\_\_\_% OF THE PROPOSED TOTAL CONTRACT PRICE. (SEE NOTE TO BIDDER ABOVE)

The undersigned certify that they will enter into a formal agreement upon execution of the contract for the above referenced project pursuant to all conditions noted in attached documents, swearing and affirming under the pains and penalties of perjury, that the foregoing information and appropriate attachments are true to the best of their knowledge.

NAME OF DBE CONTRACTOR \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

\_\_\_\_\_ TITLE

\_\_\_\_\_ DATE

NAME OF GENERAL CONTRACTOR \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

\_\_\_\_\_ TITLE

\_\_\_\_\_ DATE