



Disadvantaged Business Enterprise Program

DBE Form 4: Letter of Intent

Letter of Intent must be executed by both the DBE subcontractor and the Bidder

v.1.15.15

Project Name:	
Project Number:	

To be completed by the Bidder/Proposer	
Name of Bidder/Proposer: _____	
Address: _____	
Contact Person: _____	Email: _____
Telephone: _____	Fax: _____

Identify in complete details the scope of work to be performed or item(s) to be supplied by the DBE: _____

NAICS Code #: _____

Cost of work to be performed by DBE: \$ _____

To be completed by DBE	
Name of DBE: _____	Reporting #: _____
Address: _____	
Owner's ☐ Black American ☐ Hispanic American ☐ Native American ☐ Subcont. Asian American	
Ethnicity/ ☐ Asian-Pacific American ☐ Non-Minority Women ☐ Other	
Gender: _____	
Contact Person: _____	Email: _____
Telephone: _____	Fax: _____

The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 46 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

Upon execution of a Contract with the City for the above referenced project, the Bidder certifies that it intends to utilize the DBE listed above, and that the description, cost and percentage of work to be performed by the DBE as described above is accurate. The DBE Firm certifies that it has agreed to provide such work/supplies for the amount stated above.

Bidder/Proposer: _____	Date: _____
Signature and Title	
DBE Firm: _____	Date: _____
Signature and Title	