



## Small Business Enterprise (SBE) Confirmation and Commitment Agreement

### Trucking Company

This commitment is subject to the award and receipt of a signed contract from the Hawaii Department of Transportation (HDOT) for the subject project. SBEs must be certified by the bid opening date.

<b>Project #:</b>	<b>County:</b>
<b>NAICS CODE/DESCRIPTION OF WORK:</b>	<b>SECONDARY NAICS CODE:</b>

\*All quantities and units should match the bid tab item whenever possible.

The prime contractor shall inform HDOT the dates when the trucking firm starts and completes all work under the subcontract.

<b>Estimated Beginning Date (Month/Year):</b>	<b>Estimated Completion Date (Month/Year):</b>
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TRUCKING COMPANY:	Item No.	Item Description	Unit	Unit Price/Rate	Amount
				\$	\$
				\$	\$
				\$	\$
<b>TOTAL COMMITMENT AMOUNT</b>					<b>\$</b>

1. Number of hours contracted or quantities to be hauled: \_\_\_\_\_
2. Number of fully operational trucks to be used: \_\_\_\_\_ Tractor/trailers: \_\_\_\_\_ Dump trucks: \_\_\_\_\_
3. Number of fully operational trucks owned by SBE: \_\_\_\_\_ Dump trucks: \_\_\_\_\_  
Tractor/trailers: \_\_\_\_\_
4. If Owner Operators or additional trucking companies are to be used answer the following:

Name of Trucking Company	SBE Y/N	Estimated Dollar Amount to be Contracted	Number and Type of Trucks (specify)
		\$	
		\$	

The prime contractor certifies by signature on this agreement to utilize the SBE trucking company as listed on the agreement form. If a SBE trucking company is unable to perform the work as listed on this agreement form, the prime contractor will follow the substitution/replacement approval process as outlined in the contract SBE requirements.

**IMPORTANT! The signatures of the SBE, prime contractor, and subcontractor (only if the SBE will be a second tier subcontractor) confirms that all information on this Agreement is true and correct. Parties should sign Agreement in the order in which they are listed.**

<b>SBE NAME:</b>		Name/Title (please print):
Address:		Signature:
Phone:	Fax:	Date:
<b>Prime Contractor:</b>		Name/Title (please print):
Address:		Signature:
Phone:	Fax:	Date:
<b>Subcontractor (only if the SBE will be a second tier subcontractor):</b>		Name/Title (please print):
Address:		Signature:
Phone:	Fax:	Date:

HDOT retains the information collected through this form. With few exceptions, you are entitled on request to be informed about the information that we collect about you.



## Small Business Enterprise (SBE) Confirmation and Commitment Agreement Trucking Company INSTRUCTIONS

The purpose of this agreement is to secure the commitment of the bidder/offeror to utilize the listed SBE trucking company, and the SBE's confirmation that it will perform work for the bidder/offeror on this project. The information on this form shall be provided by the SBE.

Project #	Self-explanatory
County	County where project is located
NAICS Code/Description of Work	Primary North American Industry Classification System code under which SBE is certified to perform and description of work to be done
Secondary NAICS Code	List other NAICS codes firm is certified to perform
Estimated Beginning Date (Month/Year)	Date SBE shall begin work on the project
Estimated Completion Date (Month/Year)	Date SBE's work will be completed
Trucking Company	Name of SBE trucking company
Item No.	List pay item number
Item Description	Description of item
Unit	Unit of measure – e.g., weight or hours
Unit Price/Rate	Cost per unit or hourly rate
Amount	Total amount per pay item
Total Commitment Amount	Sum of all pay items and total commitment of bidder / offeror to SBE
Number of hours contracted or quantities to be hauled	Approximate number of hours or tonnage to be hauled
Number of fully operational trucks to be used:	Total number of trucks to be used for the project
Tractor/Trailers	Number of tractor trailers to be used
Dump Trucks	Number of dump trucks to be used
Number of fully operational trucks owned by SBE	Number of listed SBE's trucks to be used on this project
Name of Trucking Company	If other trucking companies (SBE or non-SBE) are to be leased, list name and information about type of trucks in this section
Estimated Dollar Amount to be Contracted	Provide information about estimated cost to lease trucks
Number of Dump Trucks, Tractor/Trailer	Self-explanatory
SBE NAME	SBE Company name
Name/Title	Name and title of SBE's representative
Address	Self-explanatory
Phone	Self-explanatory
Fax	Self-explanatory
Email	Self-explanatory
Signature	Signature of SBE's representative
Date	Date agreement is signed
Prime Contractor	Company name
Name/Title	Name and title of prime contractor's representative
Address	Self-explanatory
Phone	Self-explanatory

Fax	Self-explanatory
Email	Self-explanatory
Signature	Signature of prime contractor's representative
Date	Date agreement is signed
Subcontractor (only if the SBE will be a second tier subcontractor):	Name of subcontractor only if the listed SBE trucking company will be performing work under this subcontractor
Name/Title	Name and title of the subcontractor's representative
Address	Self-explanatory
Phone	Self-explanatory
Fax	Self-explanatory
Email	Self-explanatory
Signature	Signature of subcontractor
Date	Date agreement is signed