



## Disadvantaged Business Enterprise (DBE) Confirmation and Commitment Agreement Subcontractor, Manufacturer, or Supplier

This commitment is subject to the award and receipt of a signed contract from the Hawaii Department of Transportation (HDOT) for the subject project. DBEs 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 of the dates when the subcontractor starts and completes all work under the subcontract.

|                                               |                                                |
|-----------------------------------------------|------------------------------------------------|
| <b>Estimated Beginning Date (Month/Year):</b> | <b>Estimated Completion Date (Month/Year):</b> |
|-----------------------------------------------|------------------------------------------------|

| SUBCONTRACTOR: | Item No.                       | Item | Approx. Quantity | Unit | Unit Price | Amount |
|----------------|--------------------------------|------|------------------|------|------------|--------|
|                |                                |      |                  |      | \$         | \$     |
|                |                                |      |                  |      | \$         | \$     |
|                |                                |      |                  |      | \$         | \$     |
|                |                                |      |                  |      | \$         | \$     |
|                | <b>TOTAL COMMITMENT AMOUNT</b> |      |                  |      |            | \$     |

| MANUFACTURER: | Item No.                       | Item | Approx. Quantity | Unit | Unit Price | Amount |
|---------------|--------------------------------|------|------------------|------|------------|--------|
|               |                                |      |                  |      | \$         | \$     |
|               |                                |      |                  |      | \$         | \$     |
|               | <b>TOTAL COMMITMENT AMOUNT</b> |      |                  |      |            | \$     |

| SUPPLIER: | Item No.                       | Item | Approx. Quantity | Unit | Unit Price | Amount |
|-----------|--------------------------------|------|------------------|------|------------|--------|
|           |                                |      |                  |      | \$         | \$     |
|           |                                |      |                  |      | \$         | \$     |
|           | <b>TOTAL COMMITMENT AMOUNT</b> |      |                  |      |            | \$     |

The prime contractor certifies by signature on this agreement that subcontracts will be executed between the prime contractor and the DBE subcontractors as listed on the agreement form. If a DBE subcontractor 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 DBE requirements. **IMPORTANT! The signatures of the DBE, prime contractor, and subcontractor (only if the DBE will be a second tier sub) confirms that all information on this Agreement is true and correct. Parties should sign Agreement in the order in which they are listed.**

|                                                                   |                            |
|-------------------------------------------------------------------|----------------------------|
| <b>DBE NAME:</b>                                                  | Name/Title (please print): |
| Address:                                                          | Signature:                 |
| Phone:      Fax:                                                  | Date:                      |
| Email:                                                            | Name/Title (please print): |
| <b>Prime Contractor:</b>                                          | Signature:                 |
| Address:                                                          | Date:                      |
| Phone:      Fax:                                                  | Name/Title (please print): |
| Email:                                                            | Signature:                 |
| <b>Subcontractor (only if the DBE will be a second tier sub):</b> | Date:                      |
| Address:                                                          | Name/Title (please print): |
| Phone:      Fax:                                                  | Signature:                 |
| Email:                                                            | 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.



# **Disadvantaged Business Enterprise (DBE) Confirmation and Commitment Agreement Subcontractor, Manufacturer, or Supplier INSTRUCTIONS**

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

|                                                            |                                                                                                                                                    |
|------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| Project #                                                  | Self-explanatory                                                                                                                                   |
| County                                                     | County where project is located                                                                                                                    |
| NAICS Code/Description of Work                             | Primary North American Industry Classification System code under which DBE 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 DBE shall begin work on the project                                                                                                           |
| Estimated Completion Date (Month/Year)                     | Date DBE's work will be completed                                                                                                                  |
| Subcontractor                                              | Name of DBE subcontractor (company name)                                                                                                           |
| Item No.                                                   | List pay item number                                                                                                                               |
| Item                                                       | Description of item                                                                                                                                |
| Approx. Quantity                                           | Self-explanatory                                                                                                                                   |
| Unit                                                       | List unit of measure                                                                                                                               |
| Unit Price                                                 | Cost per unit                                                                                                                                      |
| Amount                                                     | Total amount per pay item                                                                                                                          |
| Total Commitment Amount                                    | Sum of all pay items and total commitment of bidder/offeror to DBE                                                                                 |
| Manufacturer                                               | Name of DBE manufacturer                                                                                                                           |
| Supplier                                                   | Name of DBE supplier (aka regular dealer)                                                                                                          |
| DBE NAME                                                   | DBE Company name                                                                                                                                   |
| Name/Title                                                 | Name and title of DBE's representative                                                                                                             |
| Address                                                    | Self-explanatory                                                                                                                                   |
| Phone                                                      | Self-explanatory                                                                                                                                   |
| Fax                                                        | Self-explanatory                                                                                                                                   |
| Email                                                      | Self-explanatory                                                                                                                                   |
| Signature                                                  | Signature of DBE'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 DBE will be a second tier sub): | Name of subcontractor only if the listed DBE will be performing work under this subcontractor as a second tier subcontractor/supplier/manufacturer |

|            |                                                                                                                                               |
|------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| Name/Title | Name and title of the subcontractor's representative that the listed DBE will work under as a second tier subcontractor/supplier/manufacturer |
| Address    | Self-explanatory                                                                                                                              |
| Phone      | Self-explanatory                                                                                                                              |
| Fax        | Self-explanatory                                                                                                                              |
| Email      | Self-explanatory                                                                                                                              |
| Signature  | Signature of subcontractor's representative                                                                                                   |
| Date       | Date agreement is signed                                                                                                                      |