**PVTA REQUEST FOR PROPOSALS**

**TRANSPORTATION SERVICES**

**FORM 4**

**INSTRUCTIONS - LOCAL AGENCY PROPOSER RC-DBE COMMITMENT**

**ALL PROPOSERS:**

**PLEASE NOTE: It is the proposer’s responsibility to verify that the RC-DBE(s) falls into one of the following groups in order to count towards the RC-DBE contract goal: 1) African Americans; 2) Asian-Pacific Americans; 3) Native Americans; 4) Hispanic American, 5) Subcontinent-Asian American, and 6) Woman. This information must be submitted with your proposal. Failure to submit the required RC-DBE commitment will be grounds for finding the proposal nonresponsive.**

A “RC-DBE” is a firm meeting the definition of a DBE as specified in 49 CFR and is one of the following groups: African Americans, Native Americans, Asian-Pacific Americans, Hispanic American, Subcontinent-Asian American, or Woman.

The form requires specific information regarding the consultant contract: Local Agency, Location, Project Description, Proposal Date, Proposer’s Name, and Contract RC-DBE Goal.

The form has a column for the Work Item Number and Description or Services to be subcontracted to RC-DBEs (or performed if the proposer is a RC-DBE). The RC-DBE prime contractors shall indicate all work to be performed by RC-DBEs including work to be performed by its own forces, if a RC-DBE. The RC-DBE shall provide a certification number to the Consultant and notify the Consultant in writing with the date of decertification if their status should change during the course of the contract. Enter RC-DBE prime consultant and subconsultant certification numbers. The form has a column for the Names of certified RC-DBEs to perform the work (must be certified on the date proposals are due and include RC-DBE address and phone number).

There is a column for the percent participation of each RC-DBE. Enter the Total Claimed RC-DBE Participation percentage of items of work submitted with proposal pursuant to the Special Provisions. (If 100% of item is not to be performed or furnished by the RC-DBE, describe exact portion of time to be performed or furnished by the RC-DBE.) **Note**: If the proposer has not met the contract goal, the local agency must evaluate the proposer’s good faith efforts to meet the goal in order to be considered for award of the contract.

Form 6 must be signed and dated by the consultant submitting the proposal. Also list a phone number in the space provided and print the name of the person to contact.

Local Agency Proposer RC-DBE Commitment

This form must be submitted with the proposal.

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| --- | --- | --- | --- | --- |
| Local Agency |       | Location |       |  |
| Project Description |       |  |
| Proposal Date |       |  |
| Proposer’s Name |       |  |
| Contract RC-DBE Goal (%) |       |  |
|  |
| Work ItemNumber | Description or Servicesto be Subcontracted(or contracted if theProposer is a RC-DBE) | DBE CertificateNumber andExpiration Date | Name of Each RC-DBE(must be certified prior to submission-includeRC-DBE addressand phone number) | PercentParticipationof Each RC-DBE |
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| **FOR AGENCY TO COMPLETE** | Total Claimed RC-DBE Commitment:      % |
| Agency Proposal Number |       |  |
| Federal-Aid Project Number |       |  |
| Federal Share |       |  |
| Proposal Date |       |  |
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| Agency certifies that the DBE certifications have been verified and all information is complete and accurate/unless noted otherwise. |  |  |  |
|  | Signature of Proposer |
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|  |  |  |  |       (       )       -       |  |
| Signature of Agency Representative Date | Date Phone Number |
|  |  |
|  |  |  |  |  |  |
| Agency Representative (please print or type) | Person to Contact (please print or type) |
|  |  |
|  | (       )       -       |  |
| Phone Number |
|   |

**Distribution**: (1) Original - Agency files Local Agency Proposer RC-DBE Commitment (Consultant Contracts) – Rev 062113