

ENCLOSURE 2A – SCHEDULE OF SBE PARTICIPATION

NAME OF CONTRACTOR:

RTD Contract No.

Total Proposed Contract Cost: US \$ _____

SBE FIRM NAME	ADDRESS	TYPE OF WORK (ELECTRICAL, PAVING, ETC.) AND CONTRACT ITEMS OR PART THEREOF TO BE PERFORMED	NAICS code(s)	PROJECTED START & COMPLETION DATES FOR SBE	AGREED PRICE TO BE PAID TO SBE

1. Please list all SBEs involved on the Contract including the Prime Contractor if it is a SBE. All SBEs listed on this enclosure must be properly certified under the NAICS code(s) that coincides with the scope of work they will execute in this project. Work performed by SBEs for which they are not certified to perform will not count towards the SBE participation goal. A current RTD SBE certification for each listed SBE recorded on this schedule must accompany this enclosure. Failure to provide proof of current RTD SBE certification for any or all listed SBEs will eliminate such listed SBE's participation, and work performed by such SBE will not count towards satisfaction of the SBE Goal. If additional pages are required to list all contracted SBE, photocopy this enclosure as required to make a complete list.

2. Contracts with SBEs for materials or supplies will be counted toward the SBE Goal as follows:

- (i) Materials or supplies obtained from a SBE manufacturer will be counted at 100% toward the SBE Goal;
- (ii) Materials or supplies obtained from a SBE regular dealer will be counted at 60% toward the SBE Goals. Please refer to the DBE regulations as defined under 49 CFR §26.55 for specifics with respect to how SBE participation is counted toward SBE Goal;
- (iii) Materials or supplies obtained from a SBE Distributor will be counted at 40% of the cost of materials or supplies (including transportation costs), toward the SBE Goal; and
- (iv) Materials or supplies obtained from a SBE broker firm only fees/commission will be counted toward the SBE Goal

Contractor must submit copies of all SBE subcontracts, purchase orders or change orders within 30 Days of execution of the notice to proceed. There may be exceptions to Design Build contracts, multi-year contracts and other alternative method contracts as SBEs are added throughout the course of the contracts and in some instances at different phases of the contracts. SBE subs should not commence any work on this project without an executed subcontract agreement or purchase order. Failure to submit a copy of the subcontract agreement with a SBE sub to RTD may result in RTD not counting SBE participation towards the SBE goal.

NAME OF CONTRACTOR

SIGNATURE OF CONTRACTOR & DATE

ENCLOSURE 3 – LETTER OF INTENT TO PERFORM AS AN SBE SUBCONTRACTOR

Contract No.

The undersigned [•] (the **Contractor**) intends to engage the undersigned **SBE** to perform work in connection with the Project pursuant to a contract (the **SBE Contract**) between the Contractor and the SBE as [*check one*]:

_____an individual

_____a corporation

_____a partnership

_____a joint venture

The SBE status of the undersigned SBE is confirmed on the attached schedule of SBE participation and represents a company that is certified as of the date on which the SBE Contract is executed.

TYPE OF WORK AND CONTRACT ITEMS OR PART THEREOF TO BE PERFORMED	NAICS Codes	Projected Starting Date	Projected Completion Date	Agreed Price to be Paid to SBE

_____% of the Dollar value of the SBE Contract will be sublet and/or awarded to non-SBE contractors and/or non-SBE suppliers. The undersigned Proposer and the undersigned SBE will enter into the SBE Contract for the above work conditioned upon the Proposer's execution of the Contract with RTD.

NAME OF CONTRACTOR

NAME OF SBE FIRM

OWNER/REPRESENTATIVE

OWNER/REPRESENTATIVE

ADDRESS

ADDRESS

EMAIL ADDRESS

EMAIL ADDRESS

SIGNATURE

SIGNATURE

TITLE

DATE

TITLE

DATE