



Instructions for DBE Commitment Requirements

Notice to Bidders

If set DBE Goal is not reached, all bids must be submitted with documented Good Faith Efforts (GFE) is required for all bidders on all Federal-Aid Projects.

FAILURE TO COMPLY WILL DEEM YOUR BID NON-RESPONSIVE

There are two ways to submit a responsive bid. The following outlines instructions for each.

Option #1

OR

Option #2

I MEET OR EXCEED
this project's assigned DBE goal.

I have NOT MET
this project's assigned DBE goal.

For Option 1 the following instructions apply.

For Option 2 the following instructions apply.

Each DBE submittal package must include:

- DBE Commitment Certification and Utilization Form (Form 1), part I.

Each DBE GFE submittal package must include:

- Cover Letter
- DBE Commitment Certification and Utilization Form (Form 1), if portions of the goal have been met.
- GFE Documentation demonstrating all efforts made by bidder to reach the project's DBE goal.

For Further Information

Any questions or assistance about preparing responsive DBE bids and GFE submissions, contact ORCinformation@odot.state.or.us.

Additional information about the DBE programs can also be found at the [Office of Civil Rights website](#).

Resources:

- * [DBE Commitment Certification and Utilization Form 734-2785](#) (Form 1)
- * Full instructions on [DBE Commitment Requirements](#) (Option 1)
- * Full instructions on [GFE at Bid Requirements](#) (Option 2)