

WSDOT has been informed that bidders have been requesting that DBE contractors provide a signed Disadvantaged Business Enterprise (DBE) Written Confirmation Document (DOT Form 422-031 EF) with their quote that is not fully filled out. This practice may be an attempt to accommodate the task of gathering up this paperwork at the last minute during bid submittal.

The intent of the form is to verify that the bidder has come to an agreement with the DBE subcontractor with regard to the value and nature of the work being claimed as COA participation prior to Award of the contract. Filling out a form after it has been signed by the DBE subcontractor does not serve this purpose.

Bidders are advised that should WSDOT become aware that the DBE subcontractor signed an incomplete form that was filled out later by the bidder and submitted as part of a bid submittal, the validity of the form comes into question which may result in bid rejection.