



October 16, 2006

TO: J. C. Lenzi, Eastern Region
Donald Wagner, Southwest Region, S-15
Don Senn, North Central Region
Don Whitehouse, South Central Region
Lorena Eng, Northwest Region, NB82-95
Randy Hain, Olympic Region, 47440
Dave Dye, Northwest Region, NB82-95

FROM: Don Nelson 
360-705-7101

SUBJECT: **Project Delivery Memo # 06-03**
Reestablishing Condition of Award Goals

Purpose and Direction

The Code of Federal Regulations 49 CFR part 26 requires the Washington State Department of Transportation to operate a Disadvantaged Business Enterprise (DBE) program. The department has completed an availability study, and based on this information, the Department has established an overall DBE goal of 18.77 percent for Federal Fiscal Year 2007. Projects scheduled to be advertised after October 31 that are funded entirely or in part with federal funds shall be considered for a Condition of Award (COA) goal.

Action Requested

Project Development

The process for establishing goals has not changed from previous years. The Plans Preparation Manual will be revised to reinstate goal-setting procedures. The DBE, COA General Special Provision (GSP) (07112C.FR1) was revised as of April 2006 and is currently available on line.

Contract Ad and Award

The basic functions of Ad and Award have not changed. A minor change in the way Good Faith is administered will occur in accordance with the revised DBE, COA GSP.

Construction

The basic functions of construction administration have not changed. The process is outlined in the current Construction Manual and as required by the DBE, COA GSP in the contract. The most significant changes in the GSP include establishing conditions for taking credit:

Project Delivery Memo # 06-03

Reestablishing Condition of Award Goals

October 16, 2006

Page 2

1. for lower-tiered DBE subcontractors
2. for firms decertified after execution
3. when quantities assigned to a COA DBE firm under-run

Other changes in format occurred to the GSP to improve clarity.

Questions should be directed as noted:

- First contact is your Region EEO/Documentation Engineer
 - Goal Establishment, Eileen Oliver, 360-705-7089
 - Project Development, Bill Prill, 360-705-7464
 - Contract Ad and Award, Ken Walker, 360-705-7017
 - Construction Administration, David Jones, 360-705 7832

Additional information is available at:

- Goal-setting and Availability Study
 - <http://www.wsdot.wa.gov/oeo/>
- GSP information (see bottom of the web-page)
 - <http://www.wsdot.wa.gov/biz/construction/MoreAdmin.cfm#NewDBE>

DN:cd

HJP/KLS

~~Attachment~~

cc: John Conrad
Region Project Development Engineers
Region Construction Engineers
Tom Baker

Kevin Dayton
Harold Peterfeso
Ken Smith
Megan White