

700.01 Introduction

This chapter covers the legal requirements and the roles and responsibilities of recipients and subrecipients of federal (United States Department of Transportation [USDOT]) funds on WSDOT project work. It also provides instructions for meeting the specific requirements of participation by disadvantaged groups in federally funded consultant projects.

700.02 Roles and Responsibilities

700.02.01 WSDOT Office of Equal Opportunity (OEO)

The OEO is responsible for review of DBE goals when established on WSDOT consultant contracts prior to solicitations, and for final review of DBE goals prior to the award of a consultant contract.

700.02.02 WSDOT HQ Consultant Services Office (CSO)

The CSO is responsible for ensuring its programs and activities are implemented consistent with the department's DBE Program Plan and policies.

700.02.03 Area Consultant Liaisons (ACLs)

ACLs are responsible for interactions between the CSO and project personnel in matters that pertain to DBE goal setting, oversight, and implementation in their respective areas, as requested by the CSO manager. ACLs are responsible for working with their respective projects to monitor the performance of DBEs to ensure the DBEs are performing a commercially useful function and obtaining monthly and semiannual reporting information. They will coordinate collecting the appropriate data and ensuring it gets to the CSO for proper reporting. Other DBE activities will be assigned to the ACL by the CSO manager as needed.

