

MoDOT Disadvantaged Business Enterprise (DBE) Job-Site Review

Commercially Useful Function (CUF) Determination

Contract ID:	Job No.:	Prime Contractor:
DBE Contractor:		DBE Subcontract Approval Date:
DBE Start Date:		Estimated DBE Completion Date:

Description of recent type of work observed:

DBE Representative:	DBE Representative reports to:
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DBE Name: _____

DBE Is performing as:	Prime Contractor	Subcontractor	Another Tier Subcontractor
	Material Supplier	Manufacturer	Regular Dealer Broker

DBE Type (circle one): **CONTRACTOR** - **TRUCKER** - **SUPPLIER** - **BROKER**

For any questioned mark "No, please explain in the "Comments " section below and as indicated on page 2

Section A: On site DBE Contractor

PERFORMANCE

1. Does the DBE have its own employees on the job to perform the work? YES NO N/A
 If NO, explain: _____
2. Does the DBE own the equipment being utilized to perform its work? YES NO N/A
 -- Are the DBE's markings/emblems on the equipment? YES NO N/A
 -- If NO, attach equipment list, ownership documents, and rental/lease agreements. _____
3. Is the DBE self performing the subcontract defined task for a specific item of work (distinct element) on the contract? YES NO N/A
 -- Does the DBE performed 100% of their work? YES NO N/A
 -- Does the DBE schedule work, material deliveries and other actions required for prosecution of the work? YES NO N/A
4. Is the operator of the equipment a DBE employee? YES NO N/A
5. Does the DBE maintain it's own payroll? YES NO N/A

HAULING FIRMS

6. Does the DBE hauling firm own and/or lease their trucks? YES NO N/A
(review ownership/vehicle registration and/or lease documents to verify)
7. Does the DBE employ drivers for trucks owned by the company? YES NO N/A
(if leased trucks include operators, this should be indicated in the agreement/purchase order)
8. Do the haul tickets and/or bills of lading associated with the project confirm that hauling is being performed by the DBE? YES NO N/A
 If NO, explain: _____

MATERIAL SUPPLIERS OR MANUFACTURES/FABRICATORS

9. Does the DBE's name appear on all applicable invoices, haul tickets, and/or bills of lading? YES NO N/A
 If NO, explain: _____
11. If the DBE has any materials drop shipped to the project site, was the invoice addressed to the DBE? YES NO N/A
 If NO, explain: _____
12. Does the dealer have an established storage facility and inventory? YES NO N/A
 If NO, explain: _____

SUPERVISION

13. Is the DBE self performing work without assistance from the prime or another subcontractor? YES NO N/A
14. Is the DBE providing supervision of it employees and their work? YES NO N/A
 If NO, explain: _____
15. Is the supervisor a full-time employee of the DBE YES NO N/A
 If NO, explain: _____

COMMERCIALLY USEFUL FUNCTION DETERMINATION

16. Does the DBE contractor appear to have control over methods of work on its contract items? YES NO N/A
 If NO, explain: _____
17. Is the DBE an independent business, executing a distinct element of work, performing, managing, and supervising the work? YES NO N/A
 If NO, explain: _____
18. Describe what actions are taken to correct any deficiencies found during the review: N/A

DBE Contractor Representative:	Title:
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MoDOT Representative:	Title:
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