

CONTRACTOR GOOD FAITH EFFORTS DOCUMENTATION

North Dakota Department of Transportation, Civil Rights
SFN 60829 (4-2026)

Submit this form and the required attachments per requirements outlined in the DBE Special Provisions. All supporting documentation and evidence of good faith efforts must be clearly labeled. Email to Subquotes@nd.gov by 4:00 pm CST within 2 business days following the bid opening.

PART A - PRIME CONTRACTOR INFORMATION

Prime Contractor			
Physical Address	City	State	ZIP Code
Telephone Number	Email Address		
Contact Person	Title		

PART B - PROJECT DESCRIPTION

Date	Job Number	PCN	Project Number
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PART C - CONTRACTOR PARTICIPATION ACHIEVEMENT DATA

Project DBE Goal Percent	Total DBE PARTICIPATION DOLLARS required to meet DBE GOAL (Total prime Bid dollar amount X DBE % Goal)
Contractor's DBE Participation Percent	

PART D - PROJECT SUMMARY AMOUNTS

Total Prime Bid
Total Dollars Committed to DBEs - include all tiers
Total Dollars Committed to Non-DBEs
Total DBE Dealer Dollars not Counted but Committed (Total committed to DBE Dealer X 60% - include all tiers)
Percent of Work Performed by Prime
Total DBE Participation

PART E - DBE COMMITMENTS (USE ONE LINE PER CONTRACTOR)

QUOTE TOTAL	DBE DOLLARS	DBEs WITH A COMPLETED FORM C to be used on the project	BID ITEMS/TYPE OF WORK

Total - Quote Total

Total - DBE Dollars

[illegible]

Total Dollars Committed to Non-DBEs

[illegible]

1. Use a cover letter to describe, in detail, all relevant issues which your firm wants NDDOT to consider in determining whether to award. Yes/No answers do not address Good Faith Efforts in the appropriate detail required by NDDOT to determine a bidder's GFE. If the letter does not detail a bidder's actions (as listed in the DBE RGC Special Provision and described below), the DBE Participation Review Committee may determine that the bidder has not made sufficient efforts toward meeting the project goal.
2. Explain the efforts your firm made in attempting to meet the project DBE goal prior to the bid opening.
 - a. Which lower tier subcontractor(s) and what types of work did your firm ask to obtain DBE participation as a lower tier subcontractor? Describe the outcome of these efforts.
 - b. Which DBE firms and types of work to meet the project goal did your firm identify using the DBE Directory located at: <https://dotnd.diversitycompliance.com/>?
 - c. Which other areas of the project plans did your firm review to determine whether DBE participation was available on the project?
3. Provide a copy of any email or fax used to solicit DBE participation prior to the bid opening. Explain how your firm identified additional work that could be subcontracted to a DBE firm.
 - a. Use this table to identify any DBE firms contacted.

[illegible]

4. Provide written Bid Differential - Apples to Apples Comparisons- like items must be compared to like items.

- a. If a **non-DBE was selected over a DBE**, provide the quotes compared, a detailed comparison between the specific spec/code items quoted by the non-DBE and the DBE, the specific reasons for your selection, and a Form C with each firm selected.
- b. If the **prime contractor intends to self-perform the work quoted by a DBE**, provide a detailed comparison between the prime's costs for the specific spec/code items quoted by the DBE along with an explanation of the method of valuation of the prime's costs.
- c. This table must be used for any bid differentials

BID DIFFERENTIAL ANALYSIS

DBE Name				Non-DBE Name			
Spec No.	Code No.	Description	DBE Quoted Price	Non-DBE Quoted Price	Self-Performed Price	Percentage Difference	Dollar Difference

Totals

BID DIFFERENTIAL ANALYSIS

DBE Name				Non-DBE Name			
Spec No.	Code No.	Description	DBE Quoted Price	Non-DBE Quoted Price	Self-Performed Price	Percentage Difference	Dollar Difference

Totals

BID DIFFERENTIAL ANALYSIS

DBE Name	Non-DBE Name
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Spec No.	Code No.	Description	DBE Quoted Price	Non-DBE Quoted Price	Self-Performed Price	Percentage Difference	Dollar Difference

Totals					
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BID DIFFERENTIAL ANALYSIS

DBE Name				Non-DBE Name			
Spec No.	Code No.	Description	DBE Quoted Price	Non-DBE Quoted Price	Self-Performed Price	Percentage Difference	Dollar Difference

Totals					
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PART I - CERTIFICATION

Prime Contractor Signature	Title	Date Submitted
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