

SUBSTITUTION REPORT FOR DISADVANTAGED BUSINESS ENTERPRISE

CEMLA-2401 (REV. 4/04)

CONTRACT NUMBER	FEDERAL AID PROJECT	APPROVAL	
REQUEST DATE		BCA General Services Division Chief (Signature)	DATE
PRIME CONTRACTOR		GOOD FAITH EFFORT	
		SPECIAL RESEARCH AND INVESTIGATION (SRI) - (Signature)	DATE

LISTED OR PREVIOUSLY APPROVED SUBCONTRACTOR				PROPOSED SUBCONTRACTOR		
◇ DBE				◇ DBE		
ITEM #	WORK DESCRIPTION	DOLLAR AMOUNT COMPLETED	REMAINING DOLLAR AMOUNT	ITEM #	WORK DESCRIPTION	DOLLAR AMOUNT
TOTAL \$					TOTAL \$	

REASONS FOR SUBSTITUTION
(Check Appropriate Block)

- 1. The listed DBE after having a reasonable opportunity to do so, failed, or refused to execute a written contract, when such written contract, based upon the general terms, conditions, plans and specifications for the project, or on the terms of such subcontractor's or supplier's written bid, was presented by the Contractor.
- 2. The listed DBE is bankrupt or insolvent.
- 3. The listed DBE failed or refused to perform the contract or furnish the listed materials.
- 4. The listed DBE subcontractor failed or refused to meet the bond requirements of the Contractor.
- 5. The work performed by the listed subcontractor was substantially unsatisfactory and was not in substantial accordance with the plans and specifications, or the subcontractor was substantially delaying or disrupting the progress of work.
- 6. It was in the best interest of the City.

REMARKS:

**CITY OF LOS ANGELES • DEPARTMENT OF PUBLIC WORKS
SUBSTITUTION REPORT FOR DISADVANTAGED BUSINESS ENTERPRISE
INSTRUCTIONS**

Contract Number	Example: 01-234567
Federal Aid	This is a Federally funded project.
Approval	BCA General Services Division Chief can approve if: One DB is to be substituted for another DB if the same items of work are involved or, if different items, the dollar value is equal to or greater than the original proposal; the new DB is certified.
Good Faith Effort	Special Research and Investigation (SRI) or his/her designee must approve if: A good faith effort was made to substitute listed subcontractor, but proposed subcontractor is not certified as DBE.
Date	Date of approval by BCA General Services Division Chief/SRI.
Listed/Proposed Subcontractor	Indicate name of subcontractors involved. Check one box only, as applicable.
Item Number	From Special Provisions.
Work Description	Corresponds to Item #, Special Provisions. List only items or partial items of work allocated to subcontractor being removed.
Dollar	Dollar amount of work completed by previously approved contractor, and dollar amount of remaining work. (If a portion of the work has been done, explain in the remarks section or on attachment.)
Reasons for Substitution	Check appropriate box.