

Updated 6/24/22

DISADVANTAGED BUSINESS ENTERPRISE (DBE) MENTOR PROTÉGÉ PROGRAM

I. DESCRIPTION—This program is intended to enhance the construction capabilities of existing Pennsylvania Unified Certification Program (PAUCP) DBE prequalified subcontractor in additional prequalification work classifications.

Prime Contractor to mentor and coach the PAUCP DBE prequalified subcontractor on this project to successfully obtain new prequalification work classification(s) in an area of construction that the subcontractor is not currently prequalified in.

Participation in this program is optional at the contractor's discretion.

(a) General Requirements. The requirements set forth herein constitute the specific affirmative action requirements for project activities under this contract and supplement the equal employment opportunity requirements set forth in the Required Contract Provisions.

(b) In conjunction with the PAUCP DBE prequalified subcontractor, complete and submit a "Provisional Prequalification Request" according to Provisional Prequalification guidance in PennDOT's Engineering and Construction Management System (ECMS) located at ECMS/Business Partner/Contractors Portal/Provisional Prequalification Guidelines.

(c) The items of proposed provisional subcontract work should be of sufficient quantity to provide meaningful training on the project.

(d) Provide qualified supervision in the form of coaching and mentoring to the PAUCP DBE subcontractor's on-site supervisor to make the provisional operation activities successful.

(e) The PAUCP DBE subcontractor is to provide the labor force, supervision, and equipment to perform the activities that are provisionally approved for this project.

(f) The PAUCP DBE prequalified subcontractor cannot utilize labor force from the contractor or any other subcontractor on the project. The PAUCP DBE prequalified subcontractor cannot rent equipment from the contractor or any other subcontractor on the project.

(g) Comply with all the Provisional Prequalification Guidelines.

(h) Only proceed after approval of the "Provisional, Project Specific Code Request" from the Prequalification Office.

(i) All Commercially Useful Function (CUF) will be enforced. Flexibility will be considered on an individual basis. Department approved CUF modifications must be followed.

II. CONSTRUCTION—

(a) Preparation Activities. Provide the PAUCP DBE prequalified subcontractor with coaching and mentoring on the materials, equipment, and labor necessary to perform the provisionally approved activity. Identify the submission and approvals required for the provisionally approved activity prior to commencing the work.

(b) Verify Preparation. Verify that the items identified in (a) above are completed and available for the work activities. Notify the Prequalification Office one week before the work is to be performed.

(c) Work Performance. Provide full time qualified supervision to coaching and mentoring to the PAUCP DBE

subcontractor's on-site supervisor to make the provisional code operation activities successful.

(d) Acceptance. At the conclusion of the DBE's daily activities for the provisional code, have a discussion with the DBE's supervisor and the Department Representative to verify that the activities met the Department's requirements and expectations.

(e) Defective Work. Section 105.12

Prime Contractor solely responsible for the quality of provisional code work performed by the DBE subconsultant and delays caused by the defective work.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) MENTOR PROTÉGÉ PROGRAM is defective if:

- Work performed by the DBE subcontractor failed to meet specifications and quality of workmanship expected of work performed for the provisional classification code
- Work required to be redone

Defective work redone, repaired, or replaced at no additional cost to the Department.

III. MEASUREMENT AND PAYMENT—Dollar

The proposal will include an item and a predetermined amount of money for DISADVANTAGED BUSINESS ENTERPRISE (DBE) MENTOR PROTÉGÉ PROGRAM. The contract item will have a unit of measure of DOLLAR, a unit price of \$1.00, and a quantity equal to the predetermined amount.

Prime Contractor only is eligible for the payment under the DISADVANTAGED BUSINESS ENTERPRISE (DBE) MENTOR PROTÉGÉ PROGRAM item as follows:

- Prime Contractor paid for the documented cost of actual expenses reasonably incurred, directly attributable to, and allowable under the contract for mentoring one DBE Subcontractor up to a maximum \$25,000
- Not mentoring a DBE Subcontractor - \$0