

DBE TRUCKING AGREEMENT INSTRUCTIONS

Michigan Department
of Transportation
1302-T (09/21)

DBE TRUCKING AGREEMENT

Complete and provide a copy to the Engineer no later than
30 days from the start of the DBE trucker performing work on the project.

CONTRACT ID

FEDERAL PROJECT NO. (if applicable)

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VENDOR NUMBER 01		PRIME CONTRACTOR
VENDOR NUMBER 02	DBE <input type="checkbox"/>	SUBCONTRACTOR/TRUCKER
VENDOR NUMBER 03	DBE <input type="checkbox"/>	TRUCKER (if applicable)

04 UNIT OF PAYMENT		05 ESTIMATED VALUE OF WORK \$ _____
Pay Unit	Pay Unit Price (\$)	
Pay Unit examples: TON, CYD, HOUR (HR), ETC...		

We certify the information on this form is an accurate statement of the work to be performed under this agreement. By reference the following contract documents are incorporated in this DBE Trucking Agreement: Prompt Pay Special Provision (SP 109A) and if federally funded, FHWA-1273, Labor Compliance Special Provision (SP 107G) and the applicable wage rate schedules. Reference documents can be provided upon request.

In the event of a discrepancy in the contract between the Prime Contractor and the Michigan Department of Transportation covering this project, and this DBE Trucking Agreement, the contract between the Prime Contractor and the Michigan Department of Transportation will govern and be the basis for all decisions.

PRIME CONTRACTOR

SIGNATURE 06	NAME & TITLE	DATE
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TRUCKER

SIGNATURE 07	NAME & TITLE	DATE
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TRUCKER (if applicable)

SIGNATURE 08	NAME & TITLE	DATE
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See below for detailed instructions. Each numbered line below provides instruction for the corresponding numbered line on page one.

Step 1 - Input vendor number and name of Prime Contractor (Line 01)

Step 2 - **If DBE Trucker is hired by the Prime Contractor, complete the following steps:**

- a. Input vendor number and name of DBE Trucker (Line 02), check the DBE box.
- b. Skip filling out (Line 03) and (Line 08).
- c. Input the unit of payment (Line 04) and estimated value of work (Line 05).
- d. Execute the agreement:
 - o Prime Contractor (Line 06)
 - o DBE Trucker (Line 07)
- e. Submit a copy of executed Agreement to the Engineer using ProjectWise.

If the DBE Trucker is hired by a Subcontractor or Trucker who is working directly for the Prime Contractor, complete the following steps:

- a. Input the vendor number and the name of the Subcontractor or Trucker (Line 02) (only check the DBE box if Subcontractor or Trucker is a DBE).
- b. Input the vendor number and the name of the DBE Trucker (Line 03), check the DBE box.
- c. Input the unit of payment (Line 04) and estimated value of work (Line 05)
- d. Execute the agreement:
 - o Prime Contractor (Line 06)
 - o Subcontractor or Trucker (Line 07)
 - o DBE Trucker (Line 08)
- b. Submit a copy of executed Agreement to the Engineer using ProjectWise.

Additional Guidance:

For MDOT vendor number assistance contact Pauline Bouck (BouckP@michigan.gov) in MDOT Contract Services Division.

For assistance with e-signatures contact the MDOT resource at MDOT-esign@michigan.gov.