




Illinois Department of Transportation

Memorandum

To: Regional Engineers
From: Jack A. Elston 
Subject: Special Provision for Weekly DBE Trucking Reports
Date: July 23, 2021

This special provision was developed by the Office of Business and Workforce Diversity and the Bureau of Construction as a result of revised DBE monitoring requirements set forth in 49 CFR 26.37. It has been revised to make the reporting period Sunday through Saturday as shown on SBE 723.

This special provision should be inserted into all contracts.

The districts should include the BDE Check Sheet marked with the applicable special provisions for the November 5, 2021 and subsequent lettings. The Project Coordination and Implementation Section will include a copy in the contract.

80302m

WEEKLY DBE TRUCKING REPORTS (BDE)

Effective: June 2, 2012

Revised: November 1, 2021

The Contractor shall submit a weekly report of Disadvantaged Business Enterprise (DBE) trucks hired by the Contractor or subcontractors (i.e. not owned by the Contractor or subcontractors) that are used for DBE goal credit.

The report shall be submitted to the Engineer on Department form "SBE 723" within ten business days following the reporting period. The reporting period shall be Sunday through Saturday for each week reportable trucking activities occur.

Any costs associated with providing weekly DBE trucking reports shall be considered as included in the contract unit prices bid for the various items of work involved and no additional compensation will be allowed.

80302