



DISADVANTAGED BUSINESS ENTERPRISE PROGRAM (DBE)

10-031 Acknowledgement

Federal-Aid Contracts

RFP/ITB:

Project Name: _____

Over the life of the project, the Prime Contractor is required to submit monthly 10-031 forms. Please review the attached 10-031 report form and verify that you have read and understand the requirement to submit the completed form for all subcontractors (including DBE's) by the 15th of every month for the life of the contract.

I have reviewed the 10-031 form and agree to submit this form monthly to the Municipality of Anchorage's DBE office for the duration of the project beginning at the commencement of work on the project.

Firm Name: _____

Principal's signature: _____ Date: _____

Principal's Name and Title: _____

If you have any questions regarding this form, please contact the DBE Officer at (907) 343-4878.

Form 10-031 A (Rev. 01/18)



DISADVANTAGED BUSINESS ENTERPRISE PROGRAM (DBE)

PAYMENT PROGRESS REPORTS (Form 10-031)

Federal-Aid Contracts

RFP/ITB: _____

Project Name: _____

This report MUST be submitted to the DBE Officer by the 15th of every month for the life of the contract, for payments made the previous month. Reports should start the month after the project begins and continue through until final payment is made. A copy of the check MUST be attached. (49 CFR 26)

PRIME CONTRACTOR FIRM NAME: _____

SUBCONTRACTOR PAYMENTS

Firm Name	Bid Item Paid (list separately)	Agreed Price	Amount Paid (this period)	Paid to Date	% of work completed to Date	Last Payment?

Signature required – form continued on the back

If you have any questions regarding this form, please contact the DBE Officer at (907) 343-4878.

PAYMENT PROGRESS REPORTS (Form 10-031)

SUBCONTRACTOR PAYMENTS continued

Firm Name	Bid Item Paid (list separately)	Agreed Price	Amount Paid (this period)	Paid to Date	% of work completed to Date	Last Payment?

If more spaces are required, use as many copies of the second page of this form as necessary. The contractor must sign each sheet to certify its content and completion. Are additional pages attached? Yes ____ No ____

Please provide a brief explanation of any zero dollar payments where work is not 100% completed and/or Agreed Price is not paid in full:

Person Submitting the Report: _____ Title: _____

Signature: _____ Date: _____

If you have any questions regarding this form, please contact the DBE Officer at (907) 343-4878.