



ANNUAL REPORT OF DIVERSE BUSINESS (DB) PARTICIPATION

Name of Reporting Entity: _____

Date Report Submitted: _____ (mm/dd/yyyy) State Fiscal Year (July 1 - June 30) Reported: _____ (yyyy) - _____ (yyyy)

CONTRACTS SUBJECT TO SECTION 303*

Actual Payments Made During Fiscal Year	(A) Reporting Period Total Payments to DBs (in \$)	(B) Reporting Period Total Payments (in \$)	(A÷B) DB Participation (in %)
(I) The percentage of participation by diverse businesses.			
Executed Contracts During Fiscal Year	(A) Reporting Period Total Executed Amount (in \$)	(B)** Reporting Period Executed Amount for 100% Self- Performance (in \$)	(A-B) Total Executed Amount that includes DB Participation (in \$)
(II) The total value of all contracts executed which include participation by diverse businesses pursuant to Section 303 Title 74 in the prior year.			
(III) Number of businesses penalized for violating Section 303 Title 74.***			

Submitted by (Print Name of Authorized Representative):	Signature of Authorized Representative: X _____
Phone Number:	Email Address:

* Contracts for construction and professional services which are funded pursuant to Title 74 or 75 PA C.S.

** Do not include instances where a DB firm self-performs 100% of the work with its own forces.

*** Not applicable to a local transportation organization.

INSTRUCTIONS

Date Report Submitted: Enter the date the report was submitted

State Fiscal Year Reported: Enter the state fiscal year being reported.

I(A): Provide the total payments made to DB firms during the reporting period. This includes reporting on contracts executed during previous periods but active during the reporting period.

I(B): Provide the total payments made to all firms (DB and non-DB firms) during the reporting period. This includes reporting on contracts executed during previous periods but active during the reporting period.

I(A+B): Calculate the percentage of DB participation by dividing the figure in I(A) by the figure in I(B) and multiplying by 100.

II(A): Provide the total value in dollars of all contracts executed during the reporting period.

II(B): Provide the total value in dollars of all contracts executed during the reporting period where the awarded vendor performs 100% of the work with their own forces.

II(A-B): Calculate the total amount of contracts executed in dollars by subtracting the figure in II(B) by the figure in II(A).

III: Number of businesses penalized for violating Section 303 Title 74:

Definitions:

Diverse Business: A disadvantaged business, minority-owned or women-owned business or service disabled veteran-owned or veteran-owned small business that has been certified by a third-party certifying organization.

Professional Services: An industry of infrequent, technical or unique functions performed by independent contractors or consultants whose occupation is the rendering of the services. The term includes:

- Design professional services as defined in 62 PA.C.S. § 901 (Relating to Definitions).
- Legal Services
- Advertising or public relations services
- Accounting, auditing or actuarial services
- Security Consultant Services
- Computer and Information Technology Services
- Insurance Underwriting Services