

Appendix G - LPA CUF (PDF example provided)
Note: Complete in GoFormz Application per specifications

LPA - Commercially Useful Function (CUF)/Compliance Evaluation Form - Contractor

Purpose: Proper use of this form serves as written certification that the elements of work performed by a Disadvantaged Business Enterprise (DBE) contractor were monitored and evaluated according to the CUF and counting requirements of 49 CFR §26.55. This form also contains data and questions related to the termination of work, and changes in contract scope that may require prompt action to ensure final compliance.

Section I- Project and Payment Data

PID: _____

District: _____

Prime Contractor: _____

Name of DBE Employee

Interviewed: _____

DBE Company Name: _____

DBE is Performing as: Prime Contractor

Subcontractor

Section II- Evaluation and CUF Observations

Management

YES

NO

1. Does the DBE's Supervisor/Foreman direct and schedule all work activities, including material deliveries, without assistance from the prime or upper-tier subcontractor?

2. What company signs your check?

What type of work is being performed by the DBE?

Comments Required for all "NO" Responses:

Performance

YES

NO

3. Have you observed any other contractor performing any of the DBE's work?

3a. If you answered "yes" to question #3, please provide the name of the contractor who performed the work.

4. Number, type of equipment and tools used.

5. Was all equipment used by the DBE owned by the DBE, or leased/rented from a company other than the prime or upper-tier subcontractor? (If "yes" please answer questions 5a & 6)

YES

NO

5a. For equipment used in the performance of work without permanent markings, were ownership documents verified?(i.e. registrations, leases, or rental agreements)

YES

NO

6. Provide information about equipment leased or borrowed by the DBE: (i.e. Type, Model, Vin #, Take Pictures)

7. Is all equipment being operated by DBE employees and under the direct supervision of the DBE? YES NO

Comments Required for all "NO" Responses:

Workforce

8. Number of DBE worker's on-site? (Excluding Foreman) _____

9. DBE Foreman's name (First & Last) & Employer _____

10. Does the DBE know where the EEO/PW Bulletin Board is located? YES NO

Comments:

Materials (This section applies to "Furnish and Install" work only)

11. Were material shipping documents addressed to the DBE? YES NO
12. Was the DBE on-site to receive delivery of its materials? YES NO
13. Did the DBE unload the materials received on-site? YES NO

Comments Required for all "NO" Responses:

Commercially Useful Function Observation

Date of Review: _____ On-site Reviewer Signature: _____

Printed Name and Title of Reviewer: _____

Based on the work observed and records reviewed, I have observed that the DBE listed, performed independently in accordance with the requirements of 49 CFR §26.55. YES NO

Final Reviewer Signature: _____ Date of Review: _____

Printed Name and Title of Reviewer: _____

Please explain if "NO"

In Compliance

Under Review

Non-Compliant

CUF violation amount: _____

CUF violation amount explanation: