

## Change of D/M/WBE Subcontractor Form

Prime Contractor: \_\_\_\_\_

Contract No.: \_\_\_\_\_ D/M/WBE Goal: \_\_\_\_\_

Original contract amount: \_\_\_\_\_ Current contract amount: \_\_\_\_\_

In accordance with the North Texas Tollway Authority's Contracting and Compliance Manual, when adding, changing or deleting subcontractors or suppliers on projects, the D/M/WBE Substitution Form shall be used. All changes to the original list of approved subcontractors or suppliers shall be submitted to the NTTA's Business Diversity Department and the NTTA stakeholder or Construction Manager for review and approval prior to the use of any substitute contractor and/or supplier.

Contractors shall make a good faith effort to replace D/M/WBE subcontractors or suppliers unable to perform on the project with another D/M/WBE certified firm.

1. Is the subcontractor/supplier being replaced a D/M/WBE firm? YES\_\_\_\_ NO\_\_\_\_

2. Reason the subcontractor/supplier is being replaced:

\_\_\_\_\_

\_\_\_\_\_

3. Dollar amount and scope of work: \_\_\_\_\_

4. Name of the subcontractor/supplier being replaced:

\_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone No.:(\_\_\_\_) \_\_\_\_\_

5. Percent of work/material that was completed/supplied by above named subcontractor /suppliers: \_\_\_\_\_

6. Amount paid to the subcontractor/supplier (if any) \$ \_\_\_\_\_

7. Document the efforts made to replace or add D/M/WBE subcontractors to perform required work \_\_\_\_\_

8. Name of substitute subcontractor/supplier: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_

D/M/WBE Certified: YES\_\_\_\_ NO\_\_\_\_

Contact Person: \_\_\_\_\_

This form should be completed and submitted to the NTTA Business Diversity Department for each subcontractor or supplier being added, deleted or changed. The same criterion used for establishing good faith efforts in maximizing the participation of D/M/WBE's prior to awarding this contract will also apply to the substitution of D/M/WBE subcontractors or suppliers during the performance of the contract.