



*The City of New Orleans establishes an overall goal of 35% utilization of socially and economically disadvantaged businesses for all public spending or private projects that utilize public funding and/or incentives.*

## **FORM DBE-3**

### **DBE Utilization Report**

Use this form to document your quarterly DBE utilization (vendor, dollar amount and percentage) on a City of New Orleans contract. You can download a PDF fill-in version of this form at [www.nola.gov](http://www.nola.gov). Contact the Office of Supplier Diversity at 504-658-4200 if you require assistance with completing this or any other DBE form.

**This completed form should be furnished to the Office of Supplier Diversity within fifteen (15) days of the end of the contract quarter.**



# Office of Supplier Diversity

## EQUAL BUSINESS OPPORTUNITY PROGRAMS

### FORM DBE-3

### DISADVANTAGED BUSINESS ENTERPRISE (DBE)

### UTILIZATION REPORT

RFP/RFQ/Bid/P.O./Solicitation/Other # \_\_\_\_\_ Project Description (Name) \_\_\_\_\_

Total Bid Amount \_\_\_\_\_ Bidder/Offerer Firm \_\_\_\_\_ DBE Participation Goal \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_

Name and Address of DBE Certified Firm (DBE Source Directory) <sup>1</sup>	Primary Contact Person (Name/Telephone)	Scope of Work Performed (Attach scope/schedule if you need additional space)	Dollar Amount of DBE Component	Percentage of Total Bid/Proposal

Submitted by: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Print Name Signature Date

<sup>1</sup> (For example- SLDBE Directory of Certified Firms)