



**LETTER OF INTENT FROM DBE TO PERFORM
AS A SUBCONTRACTOR, SUPPLIER, AND/OR CONSULTANT**

From: “DBE Company Name” (Name of DBE Firm)

To: “Contractor Company Name” (Name of Prime Contractor)
and the Northern Indiana Commuter Transportation District (NICTD)

The DBE status of the undersigned is confirmed by the attached Letter of Certification from the certification agency or NICTD dated “Date of Letter of Certification”. (If proposing to perform as a DBE/non-DBE Joint Venture, obtain proper forms from NICTD’s DBE Officer at (219) 874-4221, ext. 1-241).

The undersigned is prepared to provide the following described services or supply the following described goods in connection with the above name project/contract:

Pay Item No./Description	Quantity/Unit Price	Total
<u>“Description of Work”</u>	<u>“Quantity/Price Each \$”</u>	<u>“Total DBE \$”</u>

Sub (or Grand) Total: \$ “DBE \$”

Sub-Contracting Levels

XX % of the dollar value of the DBE’s subcontract will be sublet to non-DBE contractors.

XX % of the dollar value of the DBE’s subcontract will be sublet to DBE contractors.

NOTICE: If DBE will not be sub-contracting any of the work described in this schedule, a zero (“0”) must be shown in each blank above.

NOTICE: If more than ten (10) percent of the value of the DBE’s scope of work will be sublet, a brief explanation and description of the work to be sublet must be attached to this schedule.



**LETTER OF INTENT FROM DBE TO PERFORM A
SUBCONTRACTORS, SUPPLIERS AND/OR CONSULTANT**

The undersigned will enter a formal written agreement for the above work with you as Prime Contractor, conditioned upon your execution of a contract with the NICTD, and will do so within five (5) working days of your receipt of a signed contract from the NICTD.

“DBE Signature”

(Signature of Owner, President or Authorized Agent of DBE)

“Insert Title here”

Name/Title (Print)

“Insert Date here”

Date

“Insert Phone Number here”

Phone