



DBE COMMERCIALLY USEFUL FUNCTION (CUF) REPORT FOR NON-ECMS PROJECTS

Project Number	County	SR
Project Name:		
Prime Contractor:		
Prime Project Manager:		
DBE Firm:	Description of Work:	

A DBE performs a Commercially Useful Function when it is responsible for execution of the work of the agreement/contract and is carrying out its responsibilities by actually performing, managing, and supervising the work involved.

YES NO N/A

1. Is the DBE firm accomplishing the work with its own work force? ☐ ☐ ☐

Provide Details:

YES NO N/A

2. Were any employees used that were not on the payroll, to satisfy the DBE goal? ☐ ☐ ☐

Provide Details:

Maintain completed CUF form with project files and continue to monitor the DBE firm to ensure that Commercially Useful Function requirements are being met throughout the life of the project. For any unsatisfactory responses, notify the Project Manager, and forward this form to the Bureau of Office Services immediately.

PROJECT MANAGER

Signature

Phone Number

Date

BOS CONCURRENCE ☐ YES ☐ NO

Signature

Phone Number

Date