



# DIVERSE BUSINESS (DB) PARTICIPATION ANNUAL REPORT

(NON-FEDERALLY FUNDED)

CONSTRUCTION AND PROFESSIONAL SERVICES CONTRACTS SUBJECT TO SECTION 303  
which are funded pursuant to Title 74 or 75 PA C.S.

Name of Reporting Entity: \_\_\_\_\_

Date Report Submitted: \_\_\_\_\_ State Fiscal Year (July 1 - June 30) Reported: \_\_\_\_\_ - \_\_\_\_\_  
(mm/dd/yyyy) (yyyy) (yyyy)

<b>Section 1:</b>		
Summarize participation level: This includes contracts executed during the previous periods but active during the state fiscal year being reported		
<b>1(A)</b> Provide the total payments made to DB firms on all active contracts during the state fiscal year being reported	<b>1(B)</b> Provide the total payments made to all firms (to include DB and Non-DB firms) on all active contracts during the state fiscal year being reported	<b>1(A÷B)</b> Percentage of DB participation by dividing the figure in Section 1(A) by the figure in Section 1(B) and multiplying by 100
<b>1(A)</b>	<b>1(B)</b>	<b>1(A÷B)</b>
<b>Section 2:</b>		
Summary of total contract dollar amount: This includes only contracts executed during the state fiscal year being reported		
<b>2(A)</b> Total amount of all executed contracts in dollars during the state fiscal year being reported, which includes participation by DBs.	<b>2(B)</b> Total amount of executed contracts in dollars (only include instances where the firms self-perform 100% of the work with their own forces)	<b>2(A-B)</b> Calculate the total amount of contracts executed in dollars, which includes DB participation, by subtracting the figure in Section 2(B) by the figure in Section 2(A)
<b>2(A)</b>	<b>2(B)</b>	<b>2(A-B)</b>
<b>Section 3:</b>		
Total Number of businesses penalized for violating Section 303 Title 74 Note: Not applicable to local transportation organization		

Name of Authorized Representative:	Signature of Authorized Representative:
Title of Authorized Representative:	X _____
Phone Number:	Email Address:

### Definitions:

**Diverse Business:** A disadvantaged business, minority-owned or women-owned business or service disabled veteran-owned or veteran-owned small business that has been certified by a third-party certifying organization.

**Professional Services:** An industry of infrequent, technical or unique functions performed by independent contractors or consultants whose occupation is the rendering of the services. The term includes:

- Design professional services as defined in 62 PA.C.S. § 901 (Relating to Definitions)
- Legal Services
- Advertising or public relations services
- Accounting, auditing or actuarial services
- Security Consultant Services
- Computer and Information Technology Services
- Insurance Underwriting Services