MONTHLY RECORD OF DBE PROJECT PAYMENTS

North Dakota Department of Transportation, Civil Rights Division

SFN 60638 (Rev. 01-2015)

For DBE Project Payment (Enter month and year)

Prime contractors and subcontractors are required to submit a monthly record of project payments to Disadvantaged Business Enterprise (DBE) firms on highway construction project(s). If no payments have been made, please indicate "none" on the form.

Submit by the 15th working day of every month. The payments listed should reflect those made to the listed DBE in the previous month.	Submit to: CIVIL RIGHTS DIVISION by EMAIL: CIVILRIGHTS@ND.GOV or FAX: 701-328-0343

Project Number			This payment is a : ☐ Partial Payment ☐ Final Payment
PCN	Bid Opening Date	Job Number	
Prime Contractor/Consultant			
Subcontractor/Subconsultant			

Payments made in the previous month are detailed below (Include additional sheets as needed.)

Intended			Dollar Amounts Paid			
Spec & Code Items Number	**Spec & Code Item Description**	**Amount indicated on Original Form A and/or Request to Sublet**	**Amount Paid on this Payment**	**Previous Amount Paid**	**Total Amount Paid to Date**	**Remaining on Contracted Amount**
					0.00	
					0.00	
					0.00	
					0.00	
					0.00	
					0.00	
					0.00	
					0.00	Subtract Amount Paid from Total Intended Amount
Totals		0.00	0.00	0.00	0.00	0.00

The Prime Contractor is responsible for reporting all payments to all tiers of subcontracting to count toward DBE achievement.