



Helpful Guide for Good Faith Efforts

For complete guidance see [49 CFR Appendix A to Part 26](#), “Guidance Concerning Good Faith Efforts”.

All information is pulled from the above CFR. When submitting a GFE you need to include all information showing how you (or your firm) attempted to meet the DBE goal including all documentation. In [49 CFR 26.53\(b\)\(2\)\(vi\)](#), “If the contract goal is not met, documentation of good faith efforts must include copies of each DBE and non-DBE subcontractor quote submitted to the bidder when a non-DBE subcontractor was selected over a DBE for work on the contract.”

Some questions to ask before submitting a Good Faith Effort (GFE):

- Did you (or your firm) advertise in general circulation, trade association or minority-focus media concerning this subcontracting opportunity?
- Did you (or your firm) provide written notice with a sufficient response time to a “reasonable” number of DBE firms?
 - Did you (or your firm) reach out to multiple DBE firms in the same work category?
- Did you (or your firm) follow up on initial solicitations by contacting DBE firms to see if they are or are not interested in participating?
- Did you (or your firm) select portions of the work that could be preformed by available DBE firms in the likelihood of meeting the DBE goal?
- Did you (or your firm) provide interested DBE firms with adequate information about plans, specifications, and requirements of the contract?
- Did you (or your firm) negotiate in good faith with interested DBE firms, not rejecting DBE firms as unqualified without sound reasons based on a thorough investigation of their capabilities?
- Did you (or your firm) assist interested DBE firms in obtaining bonding, lines of credit or insurance required by the contractor or ITD?
- Did you (or your firm) assist interested DBE firms in obtaining necessary equipment, supplies, materials or related assistance or services?
- Did you (or your firm) use the services of available minority community organizations, groups, business assistances offices, or other organizations that aid in the recruitment and placement of DBE firms?
 - Did you (or your firm) post a request for bid seeking DBE firms on the [Office of Civil Rights’ website](#)?
- Did you (or your firm) do anything else to increase DBE participation on the specific project?

Please note, [49 CFR Appendix A to Part 26 VI](#) states; “A promise to use DBEs after contract award is not considered to be responsive to the contract solicitation or to constitute good faith efforts.”

All DBE firms can be found at <https://itd.dbesystem.com/> under the DBE Directory