

Disadvantaged Business Enterprise (DBE) Program DBE Office Online Reporting System D O O R S 49 CFR Parts 23 and 26 DOORS FAA Recipient User Guidance

Welcome to the DBE Office Online Reporting System (DOORS)!!

http://osdbu.dot.gov/doors/application/logon.aspx

This system is for reporting the annual DBE Program Uniform Report of DBE Awards or Commitments and Payments and/or the Airport Concession DBE (ACDBE) Program Uniform Report of ACDBE Participation.

General Information:

Federal Regulations 49 CFR Part 26 requires airport grant recipients that award prime contracts during a fiscal year in excess of \$250,000 or more to submit DBE goals. 49 CFR 26.11 specifically requires airport grant recipients to annually submit the **Uniform Report of DBE Awards or Commitments and Payments** associated with the contracts awarded during the fiscal year. For, FAA these reports are due December 1 for the prior fiscal year.

In addition, Federal Regulations 49 CFR Part 23 requires **primary** airport grant recipients with annual concession revenue over \$200,000 or more (for both car rental and other than car rental concessions individually) to submit airport concession DBE (ACDBE) goals. 49 CFR 23 Appendix A specifically requires **primary** airport grant recipients to annually submit the **Uniform Report of ACDBE Participation** associated with the concessions revenue participation during the fiscal year. For FAA, these reports are due March 1, for the prior fiscal year.

Thank you for using the DBE Office Online Reporting System (DOORS).

Table of Contents

Su	bject	Page No.
1.	Tips and Information	3
2.	Logging onto DOORS	4
3.	Adding DBE or ACDBE Uniform Report Information	5
4.	Editing or Deleting DBE or ACDBE Uniform Report Information	12
5.	Submitting DBE or ACDBE Uniform Report Information	17
6.	Adding DBE Contractors or ACDBE Firms	20
7.	Editing or Deleting DBE Contractors or ACDBE Firms	26
8.	Submitting DBE Contractors or ACDBE Firms	28
9.	View Reports – DBE Awards and ACDBE Participation	30
10.	View Reports - DBE Contractors and ACDBE Firms	36
11.	DBE Uniform Form Instructions	43
12.	ACDBE Participation Instructions	45
13.	Frequently Asked Questions	47
14.	FAA Help Desk – Contact Us	51

1. TIPS AND INFORMATION.

Step	Action/Instructions
А.	Please read the form's instructions before entering data in DOORS. The forms and instructions can be found on the left-side menu of the DOORS website.
В.	We recommend rebooting and/or clearing your internet cache before logging onto DOORS. To clear internet cache: Select Tools - Internet Options – Delete cookies – Delete Files – Clear History.
C.	Please turn off your pop-up blocker. (Go to Tools, pop-up blocker, select turn off pop-up blocker.
D.	New airport recipient user accounts must be created by your regional FAA DBE Program Compliance Specialist.
Е.	Text-boxes that are shaded will total and calculate automatically. Text-boxes that you cannot enter data into, will total and calculate automatically.
F.	Basic instructions are accessible on all screens by rolling your mouse cursor over each text- box.
G.	The reporting period for FAA is number 2. Select the appropriate fiscal year and period 2.
H.	If you log on to DOORS and leave your computer, DOORS will disconnect after 20 minutes of non-activity.
I.	Use the Change Button to switch to a different recipient or to change the fiscal year or period.
J.	If a user submits a second report for the same recipient and year, the user will be prompted that another report, for the same recipient and year, already exists in DOORS. The user can still Submit the report in DOORS. The most current report submitted will override the previous report in the FAA aggregate report.
К.	See also Frequently Asked Questions on Page 47.

2. LOGGING ON TO DOORS.

Step	Action/Instructions
A.	Go to DOORS website and log-on by entering user name and password <u>http://osdbu.dot.gov/DOORS/Application/logon.aspx</u> .
	Before logging on, clear your internet cache (see Page 3 for instructions).
	If you forgot your password, click on forgot password. DOORS will email you a link to create a new password. If you do not receive the link in your email within 2 minutes, check your SPAM or JUNK folder. To logon, enter your user ID (the user ID is usually the initial of your first name and entire last name, sometimes followed by _1).
	PDORS Logon - Windows Internet Explorer
	File Edit View Favorites Tools Help
	COORS Home COORS Home COORS Home
	DOORS DBE Office Online Reporting System (DOORS) + Forms & Instructions Log On
	OSDBU Website User Name Password: Forgot Password? Log On
	OSDBU.DOT.GOV Home Privacy Policy Web Policies & Notices Contact Us Help Change Log
	Done 🔗 🗸 Trusted sites 🖉 - 😤 100% - 🚎
	Course Start C FRAC SSL Solution C DOORS Logon - Wn G Mail - Inbox - IBM Lo 図 SCI 2011 [Compatibil 図 DOORS FAA DEE Pro 泉 溢 図 向 数 点 多 微 型 令 唱 会員 (1999 M
	😒 Password Reset - Mozilla Firefox
	Edit _ giew _ Higtory _ Boolemaks _ Dols _ Edit @ Password Reset
	Coords Home * Doors Home
	DooRS Password Reset • DoT-Assided Contracts • DE Ravarde • DE Ravarde • DE Ravarde • Legeuit Ey entering your usename and clicking on the "Submit" button you will be sent an email message with a link that will allow you to change your current password. If your usename and clicking on the "Submit" button you will be sent an email message with a link that will allow you to change your current password. If your usename and clicking on the "Submit" button you will be sent an email message with a link that will allow you to change your current password. If your usename and clicking on the "Submit" button you will be sent an email message with a link that will allow you to change your current password. If your usename is current password prior to using the link this reset will be cleared and the link in the email message will be invalid. • Legeuit Exter Your Username: Submit
	OSDBU,DOT.GOV Home Privacy Policy Web Policies & Notices Contact Us Help Change Log
	🚰 Start 🔪 🕑 FRAC SSL Solution 🔍 Mail - Indox - 1841 Lo 🕅 DOORS FAA Recipie 🕅 ords 2011 [Compatib 🕲 Password Reset - H 🛛 🔊 💥 🕄 🖓 🖰 🕉 🎱 🏠 📽 👘 🖉 🖉 🦿 🦓 🦿 🜉 10:46 AM

A.		NIFORM REPORT INFORMATION.
		vards" or "ACDBE Participation" on the left hand s e, we will demonstrate adding DBE Awards.
	DOORS	Welcome to DOORS
	DUT-Assisted Contracts DBE Awards Account Management My Account Change Password Forms & Instructions OSDBU Website Logout	Please select a category from the menu to the left
В.	Under 'Manage Information" click on "A	Add Information"
	Office of Small and Disadvantaged Business Utilization	
	 DOT-Assisted Contracts DBE Awards Account Management My Account Change Password Forms & Instructions OSDBU Website Logout 	Manage Information Add Information Edit Information Submit Information Reports Past Awards - Individual Past Awards - Individual Summary

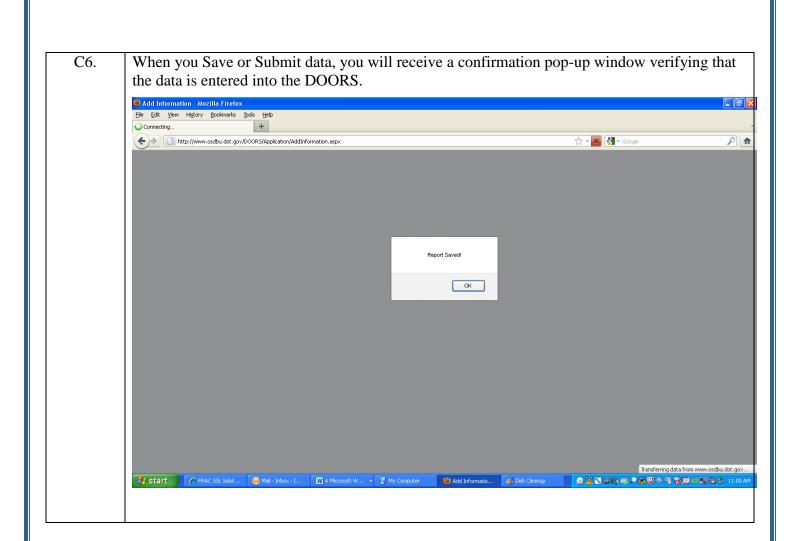
	2 Add Information - Mozilla Firefox	
	<u>File Edit View History Bookmarks Tools H</u> elp	
	Add Information +	- An
	 Image: Second seco	
	Office of Small and Disadvantaged Business Utilization	« D
	DOORS	
	Select the Fiscal Year and Reporting Period Airport Concessions	
	- ACDBE Participation Fiscal year 2012	
	ACDBE Firms Reporting Period 2	
	DBE Awards Select the Recipient DBE Contractors	
	* Forms & Instructions	
	OSDBU Website Logout City of Philadelphia	
	OSDBU.DOT.GOV Home Privacy Policy Web Policies & Notices Contact Us Help Change Log	
	USUBULUU LUUY nome Privacy Policy Web Policies & Notices Contact Us nelp Change Log	
C1.	Enter information in appropriate fields. Please note that Overall Goal Total in Section	on 7 w
C1.		on 7 w
C1.	Enter information in appropriate fields. Please note that Overall Goal Total in Section automatically calculated when submitted. We recommend that if goals are less than	on 7 w 10, en
C1.	Enter information in appropriate fields. Please note that Overall Goal Total in Section automatically calculated when submitted. We recommend that if goals are less than zero "0" before the single digit. For example, if the goal is 4.4, enter "04.4". You will not need to enter information in columns that are shaded as these columns w	on 7 w 10, en will
C1.	 Enter information in appropriate fields. Please note that Overall Goal Total in Section automatically calculated when submitted. We recommend that if goals are less than zero "0" before the single digit. For example, if the goal is 4.4, enter "04.4". You will not need to enter information in columns that are shaded as these columns watomatically calculate when submitted. Also, please note that fields in sections 8-14 allow for 10 digits to be entered including the statement of the section of the sec	on 7 w 10, en will
C1.	 Enter information in appropriate fields. Please note that Overall Goal Total in Section automatically calculated when submitted. We recommend that if goals are less than zero "0" before the single digit. For example, if the goal is 4.4, enter "04.4". You will not need to enter information in columns that are shaded as these columns water automatically calculate when submitted. Also, please note that fields in sections 8-14 allow for 10 digits to be entered includin decimals. Please round up if needed. 	on 7 w 10, en will
C1.	 Enter information in appropriate fields. Please note that Overall Goal Total in Section automatically calculated when submitted. We recommend that if goals are less than zero "0" before the single digit. For example, if the goal is 4.4, enter "04.4". You will not need to enter information in columns that are shaded as these columns water automatically calculate when submitted. Also, please note that fields in sections 8-14 allow for 10 digits to be entered includin decimals. Please round up if needed. 	on 7 w 10, en will
C1.	 Enter information in appropriate fields. Please note that Overall Goal Total in Section automatically calculated when submitted. We recommend that if goals are less than zero "0" before the single digit. For example, if the goal is 4.4, enter "04.4". You will not need to enter information in columns that are shaded as these columns water automatically calculate when submitted. Also, please note that fields in sections 8-14 allow for 10 digits to be entered includin decimals. Please round up if needed. 	on 7 w 10, en will

🎱 Add Information - N	Mozilla Firefox	territ 1 Martin	Surgella.	and the local division of	-		-		
	ory <u>B</u> ookmarks <u>T</u> ools <u>H</u> elp		-	No. of Concession, Name					
Add Information	+				-			! -	1
	ot.gov/DOORS/Application/Ac	unformation.aspx				¥	▼ C 🚼 - Goo	ogie	
- ACDBE Firms	ion ma myraa nome								
DOT-Assisted Contracts	City of Philadelphia Change								
- DBE Awards - DBE Contractors	4. If more than 6 AIP Grants, t	wo Grant numbers can	be included in one te	xtbox					
 Forms & Instructions 	AIP No. 1 2012-3-456-12	AIP No. 2		AIP No. 3]			
OSDBU Website Logout	AIP No. 4	AIP No. 5		AIP No. 6					
	7. Annual DBE Goal(s):	Race conscious go	al 2.2	% Race ne	utral goal	6.7 %			
		Overall goal		%					
	1=Reporting Period 1 ; 2= Rep	orting Period 2							
	8 9. COMMITTMENTS/AWAR	DS MADE DURING THIS F	REPORTING PERIOD						
	А	В	С	D	E	F Total	G	H Total	I.
			Total DBEDollars	Total DBENumber	Total DBE	DBE Race	Total DBE	DBE Race	% Dol's
	Total \$	Total No.	(E+G)	(F+H)	Race Conc. \$	Conc. No.	Race Neutral \$	Neut. No.	To DBEs
	8. Prime 1 12349	0 0	0	0	0	0	0	0	
	Year To 1234	4	0	0	0	0			
	Date Prime				0	0	0	0	
	9. Sub	0 0							
	1		11032	2	8793	1	2239	1	
	9. Sub	/34 2	11032	2		1		1	

Weiter To Date Race Conscious 1		tory Bookmarks Tools Help	
Year To Date 0 0 0 0 0 0 12. 14. ACTUAL PAYMENTS ON CONTRACTS COMPLETED Prime DBE Participation Completed Secondate DBE 12. Race 1 0 0 Vear To Date Race 0 0 0 Year To Date Race 0 0 0 Year To Date Race 0 0 0 Notes	Connecting	+	A
Contract § 12 14. ACTUAL PAYMENTS ON CONTRACTS COMPLETED A in B C D D Prime DEE Participation S 12. Race 1 Completed Contracts B For Goal S 12. Race 2 0 0 0 0 0 2 0 0 0 0 2 0 0 0 0 2 0 0 0 2 0 0 0 2 0 0 2 0 0 2 0 0 2 0 2 0 0 2 0	• • • • • • • • • • • • • • • • • • •	www.osdbu.dot.gov/DOORS/Application/AddIntormation.aspx	Tr K Google
A B C D Prime Contracts Prime Contracts DBE Particip. DBE Participation S 12. Race 1 0 0 0 2 0 0 0 0 13. Race Heutral 2 0 0 0 13. Race Heutral 2 0 0 0 Vear To Date Bace 0 0 0 0 Notes			0
A B C D Prime Contracts Prime Contracts DBE Particip. DBE Participation S 12. Race 1 0 0 0 2 0 0 0 0 13. Race Heutral 2 0 0 0 13. Race Heutral 2 0 0 0 Vear To Date Bace 0 0 0 0 Notes		12 14. ACTUAL PAYMENTS ON CONTRACTS COMPLETED	
Conscious 2 0 0 0 0 Year To Date Race 0 0 0 Notes		A B C D Prime Contracts Prime Completed No. Completed \$ For Goal \$ Participation \$ Needed Completed \$ For Goal \$ Participation \$	
1 0 0 1 0 0 Year To Date Race 0 0 Notes		Conscious 2 0 0 0 0 0	
Ver To Date Race 0 0 0 Headral Notes Submit Save Cancel OSDBULDOT.GOV Home Privacy Policies & Notices Contact Us Help Change Log			
Submit Save Cancel OSDBU.DOT.GOV Home Privacy Policy Web Policies & Notices Contact Us Help Change Log		Year To Date Race 0 0 0	
Submit Save Cancel OSDBU.DOT.GOV Home Privacy Policy Web Policies & Notices Contact Us Help Change Log			
DSDBU.DDT.GDV Home Privacy Policy Web Policies & Notices Contact Us Help Change Log		Notes:	
		Submit Save Cancel	
Utables for more adding data part	OSDBU.DOT.GOV	Home Privacy Policy Web Policies & Notices Contact Us Help Change Log	
			Waiting for www.osdbu.dot.gov
🐉 Start 🖉 FRAC SSL Solut 😌 Hal - Inbox - I 🔟 'S Microsoft W 🔹 🦉 My Computer 😒 nancy child on ' 🕑 Add Informatio 👷 😤 🕲 🗞 🐲 🗞 🕲 👌 🗐 🖓 💭 🖓 💭 🧐 🖓 🖓 🥸 🥸 🤌 🤌 10:30	🦺 start 🔰 🔏	🛿 FRAC SSL Solut 😡 Mail - Inbox - I 🕅 3 Microsoft W 🔹 🍹 My Computer 🔯 nancy cibic on ' 🔮 Add Informatio	<u>⋧⋣ዄ⊜⋈</u> ⋠₽⋒⋓≎⋷⋧⊒⊴⋓⋞⋩⋾

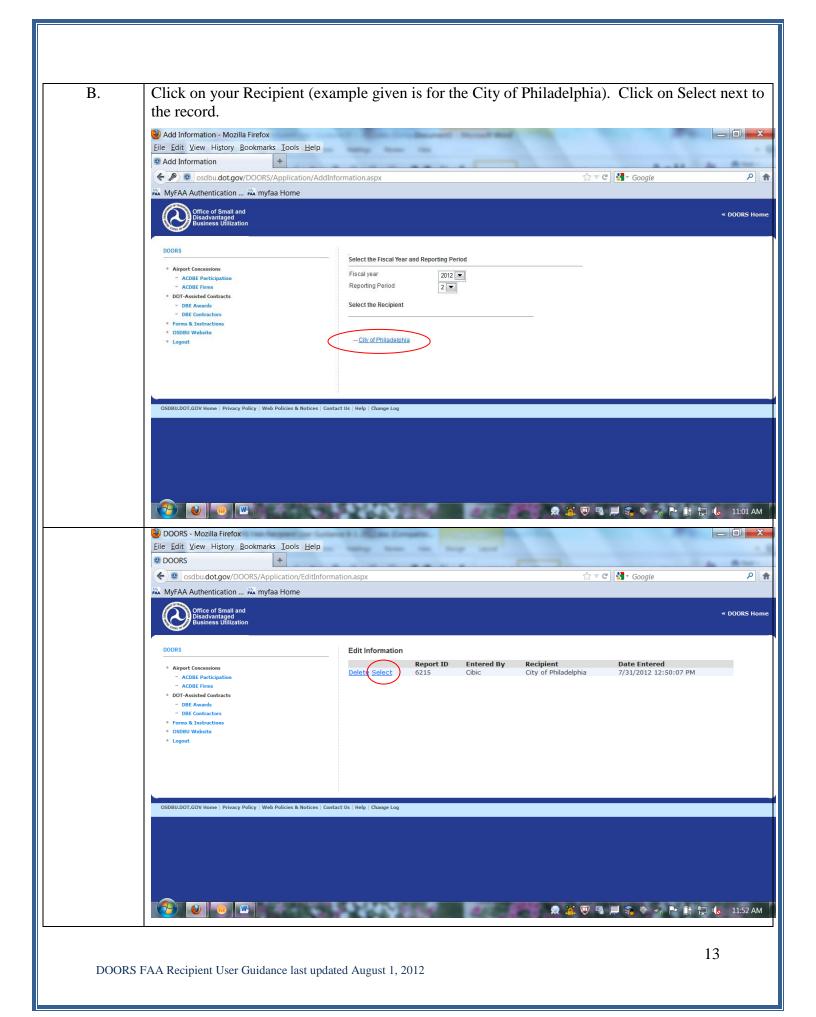
SUBMIT it. A has reviewed it. comments or appreceive an email view FAA's con Information and	After you S You will n proved the message. nments. M click Subr	the SAVE mode inder ubmit the record, your receive an email me record. If the recor Go to Edit Informa fake the required ch nit.	bu will not be ssage after I d is returned tion and page anges and c	e able to view the FAA has reviewed I to you with com ge down to the Co	record until F l, returned with ments, you wil mments box to
	A Prime Contracts	B Prime Contracts Completed \$	C DBE Particip. Needed For Goal \$	D DBE Participation \$	
12. Race Conscious	26	4658213	3264226	7624632	
13. Race Neutral	12	230584		325436	
				Submit Save	Cancel

C5.	An err Correc	or message wil	ll appear i and click '	"Save" once again	n (see belo	w) of the page	uired field blank. once you click save. nit the record, go to
		an also Submit de to the report	-	t with errors. FAA	A will info	rm you of any c	changes that need to
	1	12 14. ACTUAL	PAYMENT	S ON CONTRACTS C	OMPLETED		
			Contracts	B Prime Contracts Completed \$	C DBE Particip. Needed For Goal \$	D DBE Participation \$	
		12. Race Conscious	26	4658213	3264226	7624632	
		13. Race Neutral	12	230584		325436	
				if 8f = 0 And >0 if 8f >0 9f = 0 And >0 if 9f >0		Submit Sa	ve Cancel

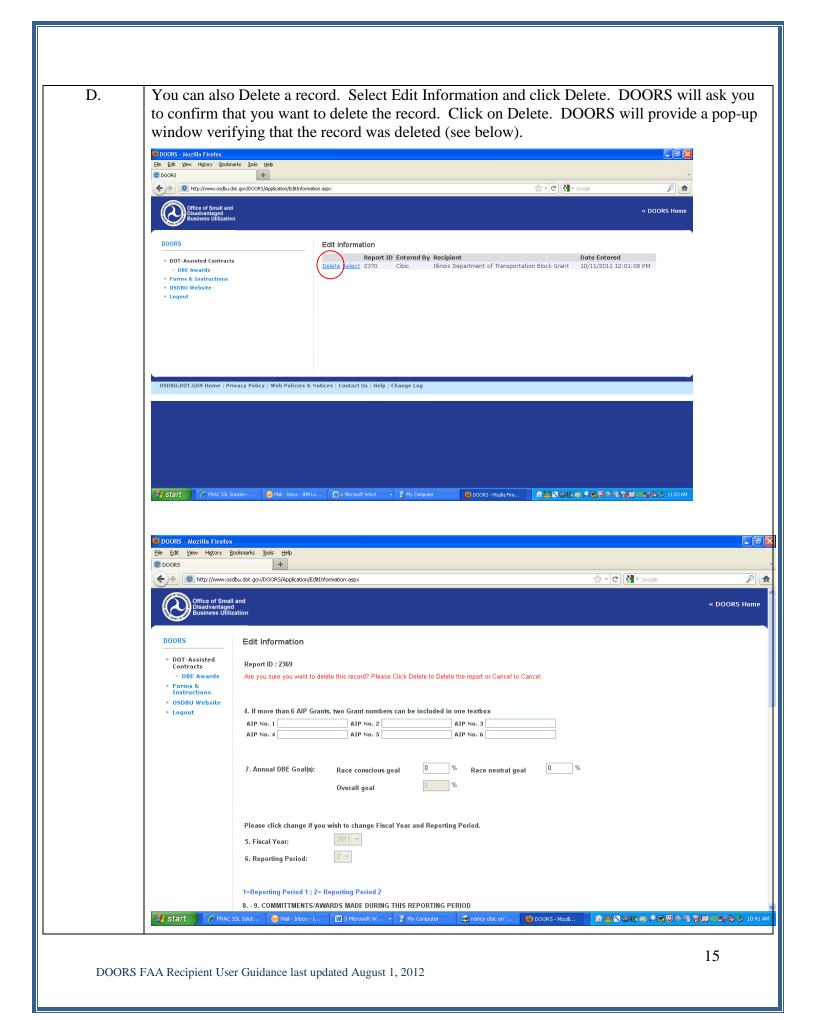


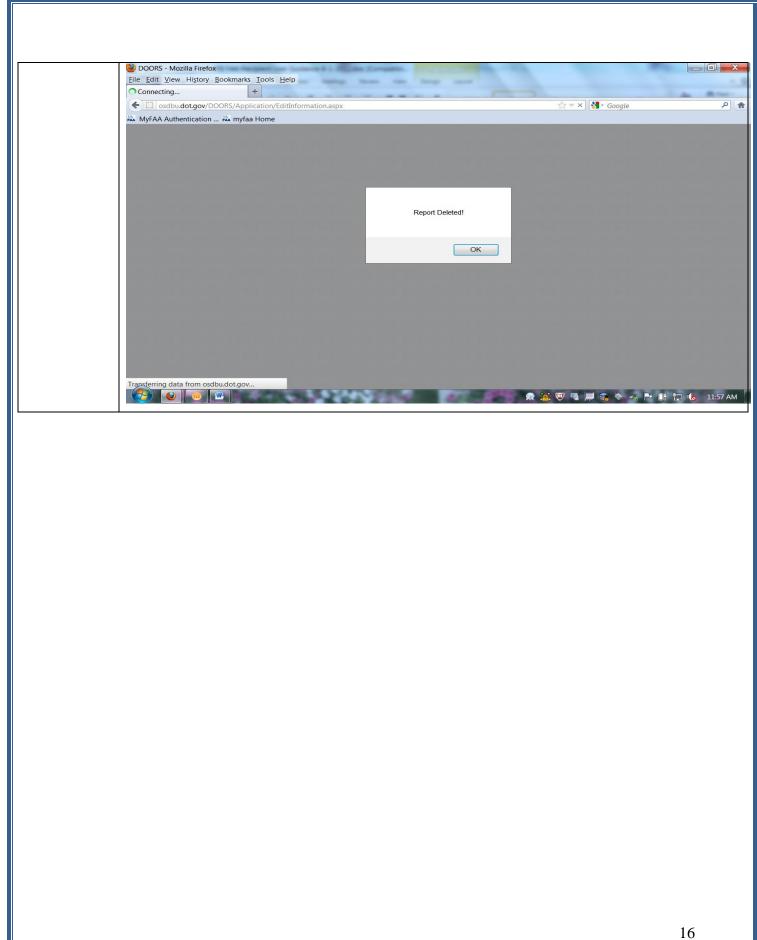
4. EDITING OR DELETING DBE OR ACDBE UNIFORM REPORT INFORMATION AS AN OPERATOR (RECIPIENT) LEVEL USER

Office of Small and Disadvantaged Business Utilization	
 DOORS DOT-Assisted Contracts DBE Awards Account Management My Account Change Password Forms & Instructions OSDBU Website Logout 	Manage Information Add Information Edit Information Submit Information Beports Past Awards - Individual Past Awards - Individual Summary



and click on				10000 100 000	Ibmit the rec			
Office of S Disadvinte Business	mali and 1964 Jillization						« DOORS I	Home
DOORS	Edit Inform	nation						
 DOT- Assisted Contracts 	Report ID : 2	87						
DBE Awards	7. Annual DB	E Goal(s):	Race conscious	goal 0	% Race neutra	al goal 7.4	%	
 Account Management 			Overall goal	7.4	%			
- My Account								
- Edit Accounts								
Create Accounts	8 9. COMN	MITTMENTS/A	VARDS MADE DUP	RING THIS REPORTI B		F		н
- Change Password			A	2	E Total	Total DBE	G	Total DBE
 System Management 				Total	DBE Race	Race Conc.	Total DBE Race Neutral \$	Race Neut.
 Forms & Instructions 			Total \$	No.	Conc. \$	No.		No.
OSDBU Website	8. Prime Contracts		16 63 2 59 7	22	•	0	D	
Logout	9. Sub		60 16 1 92 3	25.5	0		54 05 2 65	
	Contracts							
	10 11. DBI			ETHNICITY& GEND				
		A	В.	с	D Subcont.	E Asian-	F Non-	G
		Black American	Hispanic American	Native American	Asian American	Pacific American	Minority Women	o
	10. No.	•	12	0	1	•	18	





5. SUBMITTING DBE OR ACDBE UNIFORM REPORT INFORMATION.

		ion/Awards_Main.aspx?ID=C83	D2535-6EBA-498E-848C-00		lina	
File Edit View Favorites		ion/Awards_inamasparid=cos	D2333 01DA 4302 0402 02			
the second second second	MyFAA Authenticatio	n Lo				
Awards Management				፟ - ₪	• 🖃 🖶 • 😥 • 🦿	• @•
Office of Small and Disadvantaged Business Utilization	١				« DO	ORS Ho
DOORS Airport Concessions ACDBE Participati ACDBE Firms DOT-Assisted Contra DBE Awards DBE Awards DBE Contractors Forms & Instruction OSDBU Website Logout	acts	Manage Information Add Information Edit Information Submit Information Reports Past Awards - Individ	Jual			
OSDBU.DOT.GOV Home	Privacy Policy Web	Policies & Notices Contac	t Us Help Change Log]		
				-		
<						
Done				Trusted sites Protected Mo	ode: Off 🛛 🖓 🕯	• • 105
🕑 😐 🚥			100 A	📃 🙇 🔀 🔯 🖳	🔹 🗞 🤜 P* 🔐 🗁	12:1
Click on Select DOORS - Mozilla Firefox	In August for Loter	you are Submit	ting.			_ 0
6	okmarks <u>I</u> ools <u>H</u> elp	and a local division of the	ting.	<u></u>	Google	
 DOORS - Mozilla Firefox <u>Eile Edit View History Boo</u> DOORS 	okmarks <u>Iools H</u> elp + RS/Application/SubmitInfor	and a state of the	ting.	<u>≙</u> ≂ C 8	[→] Google	
 DOORS - Mozilla Firefox <u>Eile Edit View History Boo</u> DOORS <u>Construction of Construction</u> 	okmarks <u>Iools H</u> elp + RS/Application/SubmitInfor	and a state of the	ting.	th ∞ α] 🛃	* Google	
 DOORS - Mozilla Firefox <u>File Edit View History Boo</u> DOORS DOORS osdbu.dot.gov/DOOI MyFAA Authentication + 	okmarks <u>Iools H</u> elp + RS/Application/SubmitInfor	rmation.aspx	ting.	<u></u> ≙ ≂ C	* Google	
 DOORS - Mozilla Firefox <u>File Edit View History Boo</u> DOORS DOORS osdbu.dot.gov/DOOI MyFAA Authentication # Office of Small and Disadvantaged Business Utilization 	okmarks <u>Iools H</u> elp + RS/Application/SubmitInfor	and a state of the		Recipient City of Philadelphia	 Google Date Entered 7/31/2012 1:19:53 F 	« DOOR
 DOORS - Mozilla Firefox Eile Edit View History Boo DOORS Odbudot.gov/DOOR MyFAA Authentication v MyFAA Authentication v DOORS Airport Concessions ACDBE Participation ACDBE Participation ACDBE Participation ACDBE Participation ACDBE Participation DOE Avaids DBE Avaids DBE Contractors OSBU Website 	okmarks <u>Iools H</u> elp + RS/Application/SubmitInfor	rmation.aspx Submit Information Repo	rt ID Entered By	Recipient	Date Entered	« DOOR
 DOORS - Mozilla Firefox File Edit View History Box DOORS MyFAA Authentication More and the second se	okmarks Iools Help	rmation.aspx Submit Information Delete Select 6217	rt ID Entered By	Recipient	Date Entered	« DOOR
 DOORS - Mozilla Firefox Eile Edit View History Boo DOORS Odbudot.gov/DOOR MyFAA Authentication v MyFAA Authentication v DOORS Airport Concessions ACDBE Participation ACDBE Participation ACDBE Participation ACDBE Participation ACDBE Participation DOE Avaids DBE Avaids DBE Contractors OSBU Website 	okmarks Iools Help	rmation.aspx Submit Information Delete Select 6217	rt ID Entered By	Recipient	Date Entered	< DOOR

I ne repor	t information t	hat was save	ed appears.	You can no	w preview	the report	on the
	orm prior to su						
u 11110111111				110110111	opore min	at the top	or the p
DORS	Submit Information						
DOT- Assisted Contracts	Preview Report	>					
DBE Awards	Report ID : 264						
Account Management	7. Annual DBE Goal(s):	Race conscious	goal 10.6	% Race neutral	goal 2.4	%	
- My Account		Overall goal	13	%			
- Edit Accounts							
Create Accounts							
 Change Password 	8 9. COMMITTMENTS	AWARDS MADE DUP	B	G PERIOD	F		н
System Management		î		Total	Total DBE G		Total DBE
Forms & Instructions		Total \$	Total	DBE Race Conc. \$	Race Race Race	otal DBE ace Neutral \$	Race Neut.
OSDBU Website	8. Prime	17 545 (596	No		No.	15 05 2 95	No.
Logout	Contracts						
	9. Sub Contracts	•		90 92 721	22.2	17 17 001	
	10 11. DBE COMMIT	IMENTS/AWARDS BY	ETHNICITY& GENDE	R			
	A	В.	с	D	E	F	G
	Black Americar	Hispanic American	Native American	Subcont. Asian American	Asian- Pacific American	Non- Minority Women	Other
	10. No. Sontracts	-	10	2	-	22 2	

		UNIFO	RMREPORT	OF DBE COM	ITMENTS/AV	WARDS AND	PAYMENTS			
			Please refer to	the instructions a	heet for direction	us on filling out this i	íoma			
	1. Submitted to (check only one):	FHWA	[]FAA	[]FTA - Vendor I	Vanaber		-			
	2. API Numbers (FAA Recipients Only):									
	3. Federal Fiscal Year in which Reporting Perio	dFalls: FY	2009		4. Date Th	is Report Submitte	d: 01/01/0001			
	5. Reporting Peroid :	[] Report Due Ju	ne 1 (for period 0)ct. 1-Mar. 31)	[]Report	Due. 1 (for period	April 1-Sept. 30)	[]FAA a	unual report due	Dec. 1
	6. Name and address of Recipient :				1					
	7. Annual DBE Goal(s) : Race Conscious Go	al: 10.6 %	Race Neutral	Goal:9	o Overall Go	oal: <u>13</u> %				
		A	В	С	D	Е	F	G	Н	I
	COMMITMENT SAWARDS MADE DURING THIS REPORT INGPERIOD (total contracts and subcontracts committed during this reporting period)	Total Dollars	Total Number	T otal to DBEs (dollart) [E+G]	Total to DBEs (number) [F+H]	Total to DBEs /Race Conscious (dollars)	Total to DBEs /Race Conscious (number)	Total to DHEs /Race Neutral (dollars)	Total to DBEs /Race Neutral (number)	Percentage o total dollar to DBEs [C/A]
	8. Prime contracts awarded this period	178451996	707	1805296	25	0	0	1805296		0.0101164236
	9. Subcontracts awarded this period Totals	0	0	10810732 12616028	237 262	9093731 9093731	223	1 71 7001 3 522297	14	
			5							1
	DBE COMMITMENT SAWARDSTHIS REPORTINGPERIOD-BREAKDOWN BY ETHNICITY & GENDER	A Black American	B Hispanic American	C Native American	D Subcont. Asim American	E Asian-Pacific American	F Non-Minority Women	G Other (ie. not of any other group listed here)	H Totzks [A+B+C+D+ E+F+G+H]	
	10. Total Number of Contracts (Prime & Sild)	19	4	10	2	5	222	0	262	1
	11. Total Dollar Value	\$90970	75360	2.51332	120971	188102	11089291	0	12616026]
	ACTUAL PAYMENTS ON CONTRACTS COMPLETED THIS REPORTING PERIOD	Number of P Com	•	E Total Dollar V Contracts	alue of Prime	DBE Particip: Meet Goa	ation Needed to		D Participation Ilan)	E Percentage Total DBE Participatio [D/B]
	12. Race Conscious		50		280158762		26473605			0.0851990665
	13. Race Neutral 14. Totals		856 906		58449758 338608520					0.0157802364
	15. Submitted By (print name of Authorized Representative)				16. Signature of . Representative	Authorized				
	17. Phone Number				18. Fax Number					
	Notes: all dollars represent Federal Dollars									
the to b Clic FAA you	ne information is corr information to FAA be made.) ck on the SUBMIT b A DBE Program Cor via email of the resu ded, go to Edit Inform	if there utton at nplianc alt of th	are erro the bo e Speci e FAA	ors indi ttom of alist. T	cated-F the pag	FAA wi ge. The A DBE	ill conta e report Progra	will be m Spec	e reviev cialist v	ections ved by vill inf

6. ADDING DBE CONTRACTORS OR ACDBE FIRMS.

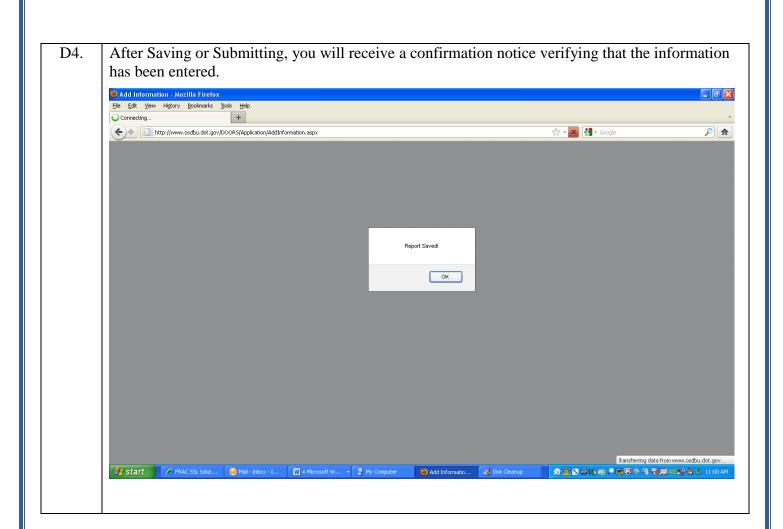
)		Action/Instruct	tions	
		e and log-on by entering user nar OORS/Application/logon.aspx	ne and password	
	🖉 DOORS Logon - Windows Internet Explorer			- 7 ×
	COC - E http://www.osdbu.dot.gov/DOORS/Applic	ation/logon.aspx?ReturnUrl=%2fDOORS%2flogon.aspx	💌 🗟 🐓 🗙 🛃 Google	- ٩
	File Edit View Favorites Tools Help			
		Best of the Web 🔊 Microsoft 💥 MyFAA Authentication Login 🔊 Product News 🎉 Sug		
	6 DOORS Logon		🟠 🔹 🗟 🕆 🖃 👘 👻 Page 🕶	Safety + Tools + 🕢 + "
	Office of Small and Disadvantaged Business Utilization			« DOORS Home
	DOORS	DBE Office Online Reporting System (DOORS)	
	Forms & Instructions OSDBU Website	Log On User Name: Password: Forgot Password? Log On		
	OSDBU.DOT.GOV Home Privacy Policy Web	Policies & Notices Contact Us Help Change Log		
	Done		✓ Trusted sites	👍 • 🔍 100% •
		DR5 Logon - Win 🙀 Mail - Inbox - IBM Lo 🕅 SCI 2011 [Compatibil 🕅 D	OORS FAA DEE Pro 👧 🎥 🕄 🗇 🐚 🤝 🗭 🐨 🔍 🗇 强	

В.	To enter a new DBE Contractor Report click on "DBE Contractors" on left hand side of screen.
	To enter a new ACDBE Firms Report click on "ACDBE Firms.
	For purposes of this guidance, we will demonstrate adding DBE Contractors.
	DOORS
	Airport Concessions
	ACDBE Participation
	ACDBE Firms
	DOT-Assisted Contracts
	DBE Awards
	DBE Contractors
	Account Management
	My Account
	Change Password
	Forms & Instructions
	OSDBU Website
	Logout
C.	Under 'Manage Information" click on "Add Information"
	DBE Contractors
	Manage Information
	Add Information Edit Information Submit Information
	Reports
	Recipient - View Form - By FY Contractor Details - By FY

Add DBE Contract	ors
Select the Fiscal Year	
Fiscal year	2011 -
Select the Recipient	
– AL_MN_AConzemius	
City of Blue Earth	
City of Winsted	

C DOORS - Windows Internet Explorer		_ @ 🛛
	OORS/FAADoors/CR_AddInformation.aspx	- م ا
	Best of the Web 🔊 Microsoft 💥 MyFAA Authentication Login 😰 Product News 🗭 Supposted Sites 🔹 🔊 Today's Links 🔊 Web Gallery	
🔠 🔹 🙀 MyFAA: Home 🥟 DOORS	X 💁 * 🔂 - 🖸 🖶 * Page * Safety * Tools	• 🕢 - '
Office of Small and Disadvantaged Business Utilization	« DOORS I	Home
DOORS	Add DBE Contractors	
Airport Concessions	And the Desiring the	
 ACDBE Participation ACDBE Firms 	Select the Recipient	
 DOT-Assisted Contracts DBE Awards 		
- DBE Contractors • Account Management	City of Blue Earth Change Recipient Information	
- My Account - Edit Accounts	Recipient: City of Blue Earth	
- Create Accounts - Change Password	Airport:	
 System Management Forms & Instructions 	Telephone No.: (Format: 111-111 x123)	
 OSDBU Website Logout 	FY: 11	
	Notes:	
	Contractor Information	
	Name of DBE	
	Contractor: Address:	
File Edit View Favorites Tools Help	com/DOCRS/FAADoors/CR_Addinformation.aspx	
DOORS - Windows Internet Explorer So P P	-Wrad 🕐 DOORS FAA D 💈 My Computer 😰 nancy clac on ' 🎯 Mal - Inbox - I 🖗 🛣 🌑 🕼 🦛 🖉 🖓 🕲 🕲 🦛 🖉 🖓 🤤 🖉 🖓 🕲 🕲 👘 🖉 🖓 🕲 🖉 🖉 🖉 🖉 🖉 🖉 🖉 🖉 🖉 🖉 🖉 🖉 🖉	4:05 PM
DOORS - Windows Internet Explorer Solution Pool	-Wad	4:05 PM
DOORS - Windows Internet Explorer Solution Pool	-Wrad	4:05 PM
DOORS - Windows Internet Explorer Solution Pool	-Wend V DOORS FAA D V My Computer Inner clac on Maney cl	4:05 PM
DOORS - Windows Internet Explorer Solution Pool	-Wrd V DOORS FAA D V My Computer Inner char on Manage of the inter- i Additional and the second of th	4:05 PM
DOORS - Windows Internet Explorer Solution Pool	-Wend V DOORS FAA D V My Computer Inner clac on Maney cl	4:05 PM
DOORS - Windows Internet Explorer Solution Pool	-Wrd	4:05 PM
DOORS - Windows Internet Explorer Solution Pool	-Wad	4:05 PM
DOORS - Windows Internet Explorer Solution Pool		4:05 PM
DOORS - Windows Internet Explorer Solution Pool	-Wind Image: Computer Image:	4:05 PM
DOORS - Windows Internet Explorer Solution Pool	•Web. Image: Computer Image: Com	4:05 PM
DOORS - Windows Internet Explorer Ore Philosophic Philoso	• Wed Marcester Marcester	4:05 PM
DOORS - Windows Internet Explorer Ore Philosophic Philoso	-Wind: Image: Construction Complexed Image: Construction Image: Construction Image: Construction	4:05 PM
DOORS - Windows Internet Explorer Ore Philosophic Philoso	Wada: Image: My Computer Image: My Computer </td <td>4:05 PM</td>	4:05 PM
DOORS - Windows Internet Explorer Solution Pool	Wind::::::::::::::::::::::::::::::::::::	4:05 PM
DOORS - Windows Internet Explorer Solution Pool	•Wadam Important Addition •Web Important Addition •Web Microsoft •Microsoft Microsoft <td>4:05 PM</td>	4:05 PM
DOORS - Windows Internet Explorer Solution Pool	•Wadam Important Addition •Web Important Addition •Web Microsoft •Microsoft Microsoft <td>4:05 PM</td>	4:05 PM

- SUBMIT to send the complex If you choose SAVE, the inform complete it and SUBMIT.	al contractors on and return later to complete it, or ted information to FAA. mation will remain in SAVE indefinitely until you return to
- SAVE to save the informatio - SUBMIT to send the complete If you choose SAVE, the inform complete it and SUBMIT. COORS - Windows Internet Explorer COORS - Windows Internet Explorer COORS - Windows Internet Explorer File Edit View Favorites Tools Help Foverites A myfaa Home Preventad & Best of the Web & Poverites A myfaa Home Preventad & Best of the Web & COORS - Windows Internet Explorer	en and return later to complete it, or ted information to FAA. mation will remain in SAVE indefinitely until you return to
- SUBMIT to send the complete If you choose SAVE, the inform complete it and SUBMIT.	ted information to FAA. mation will remain in SAVE indefinitely until you return to
If you choose SAVE, the inform complete it and SUBMIT.	AddInformation.aspx Microsoft 💑 MyFAA Authentication Login 🔊 Product News 🍘 Suggested Sites • 🔊 Today's Links 💭 Web Gallery 🔹 • 🔊 - 🔍 👾 • Page • Safety • Tools • @ •
Complete it and SUBMIT.	AddInformation.aspx Microsoft 💑 MyFAA Authentication Login 🗿 Product News 🍘 Suggested Sites 🔹 🗿 Today's Links 🔊 Web Gallery 👔 🕆 🕥 = 🖸 👼 × Page × Safety - Tools • @ -
Control Contro Control Control Control Control Control Control Control Control Co	AddInformation.aspx X Scoole Product News Suggested Sites * D Today's Links D Web Gallery ************************************
File Edit View Favorites Tools Help	🛿 Microsoft 💑 MyFAA Authentication Login 🔊 Product News 🏈 Suggested Sites 🔹 🔊 Today's Links 🐑 Web Gallery 🏠 🔹 🖓 - 🗋 🖶 - Page - Safety - Tools - 🚱 -
88 - MyFAA: Home COORS X	🏠 + 🔝 - 🖃 👼 + Page + Safety + Tools + 🔞 +
	(romat. riferrifitit xiz)
	Type of Work:
	NAICS Code(s): (2-6 digit integer values) NAICS Site
	AIP Grant No.:
	Add More Save Submit Cancel
	OSDBU.DOT.GOV Home Privacy Policy Web Policies & Notices Contact Us Help Change Log
🔰 Start 🔊 2 Internet Explorer 🔹 🖤 DOORS FAA DBE Pro	② Internet 名 + 1,100% ・ ② Internet 名 + 1,100% ・ ③ Mai - Inbox - IIM Lo 2 2 2 3 10 1 5 4 2 3 1 3 1 4 5 4 2 9 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Error messages will appear in r "Save" or if no additional error will remain in SAVE (Edit Info it (Submit Information).	ou have entered incorrect data, or left a required field blank. red after you click Save or Submit. Correct any error(s) and click rs appear, click "Submit". If you choose SAVE, the informatio prmation) indefinitely until you return to complete it and SUBMIT
Add DBE Contractors	
	d:
The following errors were found	
The following errors were found The DBE contractor's ac	ddress must be entered
The DBE contractor's ac The DBE contractor's te	lephone number must be entered
The DBE contractor's ac The DBE contractor's te The dollar amount of wo	lephone number must be entered ork must be entered
The DBE contractor's ac The DBE contractor's te	lephone number must be entered ork must be entered



A.	Go to DBE Cont Information"	ractors or ACE	DBE Firms and under	'Manage Information", cl	ick on "E	dit
	DBE Contractors	S				
	Manage Informa	tion				
	Add Inform Edit Inform Submit Inf	nation				
В.	Click Select for t	the record that	you are editing (City	of Paynesville).		
	Edit Information	– Recipient Se	election Screen			
		Report 1		Recipient	FY	Date
	Delete Select	>103	McCormick	City of Paynesville	2011	9/7/2011 11:5
	Delete Select	105	McCormick	City of Mankato	2011	9/9/2011 10:3
	Delete Select	106	McCormick	City of Faribault	2011	10/6/2011 7:1
C.	Click on Select r	next to the DBE	E Contractor to be edi	ted. The data entered pre	viously th	nat was saved
C.	Will appear and i	S available for et Explorer emo heitechservices.com/DOORS Tools Help	editing. Enter any cl	nanges and click Save or S	Submit.	Control Control
C.	Will appear and i	s available for a	of the Web C Microsoft 🖗 MyFAA Author	nanges and click Save or S	Submit. • @ Today's Links Page - Safety •	Control Control
C.	Will appear and i	s available for	editing. Enter any cl	nanges and click Save or S	Submit. • @ Today's Links Page - Safety •	Web Gallery Tools - @ - *
C.	will appear and i	s available for	editing. Enter any cl	nanges and click Save or S	Submit. • @ Today's Links Page • Safety • « DOC	Web Gallery Tools - @ - *
C.	Will appear and i	s available for	editing. Enter any cl	nanges and click Save or S	Submit. • @ Today's Links Page - Safety •	Web Gallery Tools - @ - *
C.	will appear and i DOORS - Windows Interne The DOORS - Windows Interne The DOORS - Windows Interne Favorites - The Door Fle Edit View Pavorites Favorites - The Door Fle Edit View Pavorites Favorites - The Door DOORS - Airport Concessions - ACDBE Firms - DOE Awards - DBE Awards - Changement - My Account - Edit Accounts - Create Accounts - Create - Accounts - Change - Change - Contractors - System	s available for	editing. Enter any cl	nanges and click Save or S	Submit. • @ Today's Links Page • Safety • « DOC	Web Gallery Tools - @ - *

7. EDITING OR DELETING DBE CONTRACTORS OR ACDBE FIRMS.

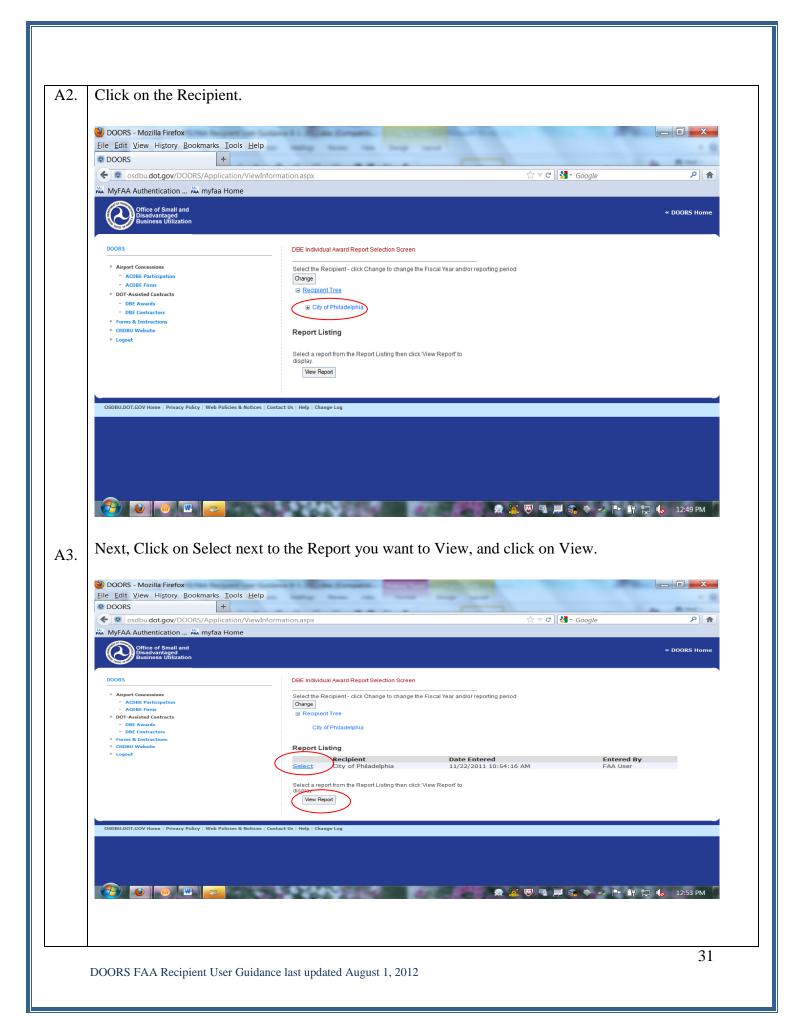
ile Edit View Favorites Tools Help	oors/CRC_EditInformation.aspx		✓ [♣] [↔] [×] Socgle
🍃 Favorites 🛛 🍰 👯 myfaa Home 🔊 Free Hotmail 🔊 Best of the V		ntication Login 🙋 Product News 🏾 🏀 Suggested Sites 👻 🕯	🖉 Today's Links 🖉 Web Gallery 🎒 マ 🕟 - 🖃 👼 マ Page マ Safety マ Tools マ 🌾
FRAC SSL Solution - Home FOORS Office of Small and Directory of the set	x		v v v v v v v v v v v v v v v v v v v
Business Utilization			
OOORS Airport Concessions	Edit Information	n - City of Paynesville - FY: 20	011
- ACDBE Participation - ACDBE Firms DOT-Assisted Contracts		Contractor Type of Work tt Contractor Information Technology	245000 GT-0001
- DBE Awards - DBE Contractors	Report Preview	dd Contractor	
 Account Management My Account Edit Accounts 			
 Create Accounts Change Password System Management 			
 Forms & Instructions OSDBU Website Logout 			
OSDBU.DOT.GOV Home Privacy Policy Web Policies	& Notices Contact Us Help	Change Log	
ne Start DOORS FAA DBE Pro 🕅 DBE and ACDBE	goals 🛛 🌈 DOORS - Windows In	🔫 Fw: DOORS test site	
ou can also delete the reco	rd. Select Edit	t and click Delete.	
Coffice of Small and			
Office of Small and Disadvantaged			
Office of Small and Disadvantaged Business Utilization			
Disadvantaged Business Utilization			
B Disadvantaged	Are you sure you	want to delete this Contractor? Cl	ick Delete
Disadvantaged Business Utilization	Are you sure you to delete, click C	i want to delete this Contractor? Cli Cancel to cancel.	ick Delete
Disadvantaged Business Utilization	to delete, click C	Cancel to cancel.	ick Delete
Disadvantaged Business Utilization DOORS DOT-Assisted Contracts - DBE Awards - DBE Contractors	to delete, click C		ickDelete
Disadvantaged Business Utilization DOORS • DOT-Assisted Contracts • DBE Awards • DBE Contractors • Airport Concessions	Contractor	r Information	ick Delete
Disadvantaged Business Utilization DOORS • DOT-Assisted Contracts • DBE Awards • DBE Contractors • Airport Concessions • ACDBE Participation	Contractor Name of DDF Cuntractor	Test Contractor	ick Delete
Disadvantaged Business Utilization DOORS • DOT-Assisted Contracts • DBE Awards • DBE Contractors • Airport Concessions • ACDBE Participation • ACDBE Firms	Contractor	r Information	ickDelete
Disadvantaged Business Utilization DOORS DOT-Assisted Contracts DBE Awards DBE Contractors Airport Concessions ACDBE Participation ACDBE Firms Account Management	Contractor Name of DDF Cuntractor	Test Contractor	ick Delete
Disadvantaged Business Utilization DOORS • DOT-Assisted Contracts • DBE Awards • DBE Contractors • Airport Concessions • ACDBE Participation • ACDBE Firms • Account Management • My Account	to delete, click C Contractor Name of DDF Cuntractor: Address:	Test Contractor	ick Delete
Disadvantaged Business Utilization DOORS DOT-Assisted Contracts DBE Awards DBE Contractors Airport Concessions ACDBE Participation ACDBE Firms Account Management My Account Edit Accounts	Contractor Name of DDF Contractor: Address: City:	Test Contractor	ick Delete
Disadvantaged Business Utilization DOORS DOT-Assisted Contracts DBE Awards DBE Contractors Airport Concessions ACDBE Participation ACDBE Firms Account Management My Account Edit Accounts Create Accounts	Contractor Name of DDF Contractor: Address: City:	Test Contractor 120 Map e Lane Maplewood MN V	ick Delete
Disadvantaged Business Utilization DOORS • DOT-Assisted Contracts • DBE Awards • DBE Contractors • Airport Concessions • ACDBE Participation • ACDBE Participation • ACDBE Firms • Account Management • My Account • Edit Accounts • Create Accounts • Change Password	Contractor Name of DDF Contractor: Address: City:	Test Contractor 120 Map e Lane Maplewood MN V	ick Delete
Disadvantaged Business Utilization DOORS DOT-Assisted Contracts DBE Awards DBE Contractors Airport Concessions ACDBE Participation ACDBE Firms Account Management My Account Edit Accounts Create Accounts Create Accounts Change Password System Management	Contractor Name of DDF Contractor: Address: City:	Test Contractor 123 Map e Lane Maplewood MN V	ick Delete
Disadvantaged Business Utilization DOORS DOT-Assisted Contracts DBE Awards DBE Contractors Airport Concessions ACDBE Participation ACDBE Participation ACDBE Firms Account Management My Account Edit Accounts Create Accounts Change Password System Management Forms & Instructions	Contractor Name of DDF Contractor: Address: City:	Test Contractor 123 Map e Lane Maplewood MN V	ick Delete
Disadvantaged Business Utilization DOORS DOT-Assisted Contracts DBE Awards DBE Contractors Airport Concessions ACDBE Participation ACDBE Firms ACCOBE Firms Account Management My Account Edit Accounts Create Accounts Create Accounts Change Password System Management Forms & Instructions OSDBU Website	Contractor Name of DDF Contractor: Address: City:	Test Contractor 123 Map e Lane Maplewood MN V	ick Delete
Disadvantaged Business Utilization DOORS DOT-Assisted Contracts DBE Awards DBE Contractors Airport Concessions ACDBE Participation ACDBE Participation ACDBE Firms Account Management My Account Edit Accounts Create Accounts Change Password System Management Forms & Instructions	Contractor Name of DDF Contractor: Address: City:	Test Contractor 123 Map e Lane Maplewood MN V	ick Delete
Disadvantaged Business Utilization DOORS DOT-Assisted Contracts DBE Awards DBE Contractors Airport Concessions ACDBE Participation ACDBE Firms ACCOBE Firms Account Management My Account Edit Accounts Create Accounts Create Accounts Change Password System Management Forms & Instructions OSDBU Website	to delete, click C Contractor Name of DDF Cuntractor: Address: City: State: 	Tost Contractor 120 Map e Lane Moplewood MN Cance Delete	

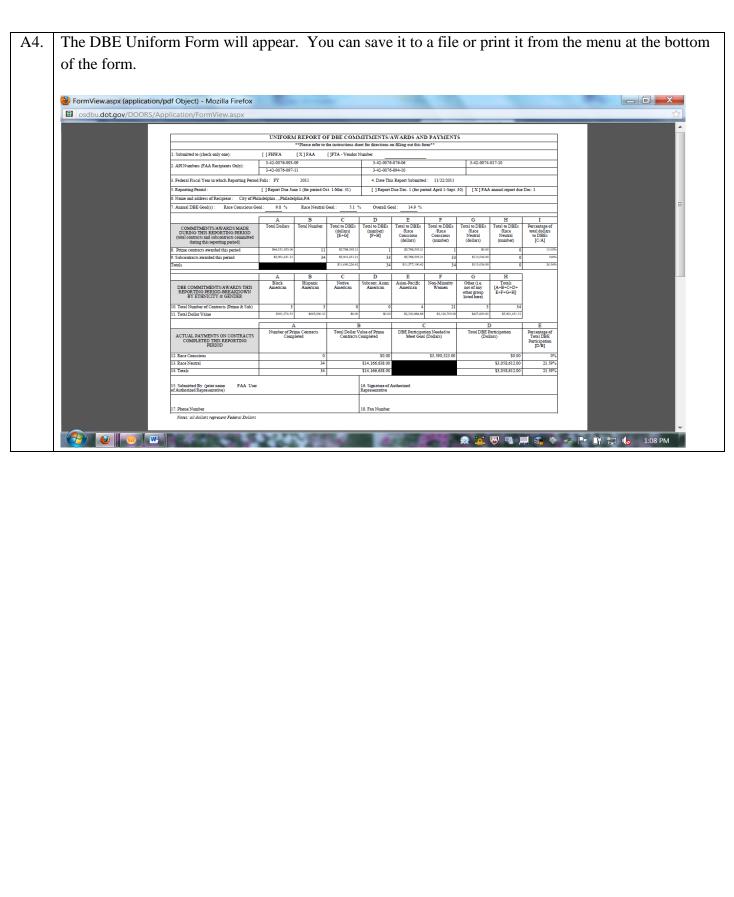
Go to DBE Co Information"	ntractors or AC	CDBE Firms and unde	er 'Manage Information", c	lick on "Subr
DBE Contract	ors			
Manage Inform	nation			
Add Info	ormation			
	ormation			
Submit	Information			
Click Select for	or the record that	at you are submitting.		
Edit Informat	ion – Recipien	t Selection Screen		
	Report	t ID Entered By	Recipient	FY
Delete Select	103	McCormick	City of Paynesville	2011 9,
Delete Select	105	McCormick	City of Mankato	2011 9,
			City of Earlbault	2011 1
appear. Enter You can also c	any changes ar	nd click Submit. The	City of Faribault ubmitted. The data entered record will be transmitted report that was previously of	d previously to the FAA.
Click on Select appear. Enter You can also c Contractor" to	t next to the DE any changes ar lick on "Report add another DI	BE Contractor to be sund click Submit. The term of the set of the set of the set of the term of the set of the	ubmitted. The data entered record will be transmitted	d previously l to the FAA. entered or "A
Click on Select appear. Enter You can also c Contractor" to	t next to the DF any changes ar click on "Report add another DI cyptorer hetecher vices.com/COCRS/FAADoors/ hetecher vices.com/COCRS/ hetecher vices.com/COCRS/ hetecher vices.com/COCRS/ hetecher vices.com/COCRS/ hetecher vices.com/COCRS/ hetecher vices.com/COCRS/ hetecher vices.com/COCRS/ hetecher vices.com/COCRS/ hetecher vices.com/COCRS/ hetecher vices.com/COCRS	BE Contractor to be sund click Submit. The set of the s	abmitted. The data entered e record will be transmitted report that was previously web * * * * * * * * * * * * * * * * * * *	d previously l to the FAA. entered or "A
Click on Select appear. Enter You can also c Contractor" to	t next to the DE any changes ar click on "Report add another DI changes wices con/100083/PAD0009 be the be pree Hotmal @ Best of the Web	BE Contractor to be sund click Submit. The set of the s	abmitted. The data entered e record will be transmitted report that was previously web * * * * * * * * * * * * * * * * * * *	d previously v l to the FAA. entered or "A
Click on Select appear. Enter You can also c Contractor" to	t next to the DE any changes ar click on "Report add another DI changes wices con/100083/PAD0009 be help free Hotmal @ Best of the Web	BE Contractor to be sund click Submit. The stand click Submit. The set the set the set of the set o	abmitted. The data entered e record will be transmitted report that was previously duct News @ Suggested Sites • @ Today's Links @ Web Galery	d previously v l to the FAA. entered or "A
Click on Select appear. Enter You can also c Contractor" to	t next to the DE any changes ar click on "Report add another DI cylorer helechesevices.com/DOORS/FAADoors/ be help Free Hotmal @ Best of the Web	BE Contractor to be sund click Submit. The stand click Submit. The set the set the set to see the set of the s	abmitted. The data entered record will be transmitted report that was previously of duct News @ Suggested Sizes - @ Today's Links @ Web Gallery duct News @ Suggested Sizes - @ Today's Links @ Web Gallery aynesville - FY: 2011	d previously v l to the FAA. entered or "A entered or "A entered or "A
Click on Select appear. Enter You can also c Contractor" to Contractor" to Contractor of the Edt View Favortes To Favortes Andreas To Favortes Andreas To Favortes Contractor DOORS Arport Concessions - ACDBE Farms DOT-Assisted Contract	t next to the DE any changes an click on "Report add another DE add another DE control (COCKS/FAADoors) > Preceduate (CockS/FAADoors) > Preceduate (CockS/FAADoors)	BE Contractor to be sund click Submit. The stand click Submit. The tPreview" to see the BE contractor firm.	aynesville - FY: 2011	d previously v l to the FAA. entered or "A
Click on Select appear. Enter You can also c Contractor" to Contractor" to Contractor	t next to the DE any changes an click on "Report add another DE add another DE control (COCKS/FAADoors) > Preceduate (CockS/FAADoors) > Preceduate (CockS/FAADoors)	BE Contractor to be sund click Submit. The stand click Submit. The set the set to see the set to see the set contractor firm.	abmitted. The data entered record will be transmitted report that was previously of duct News @ Suggested Sizes - @ Today's Links @ Web Gallery duct News @ Suggested Sizes - @ Today's Links @ Web Gallery aynesville - FY: 2011	d previously to the FAA. entered or "A ople
Click on Select appear. Enter You can also c Contractor" to DOORS - Windows Internet Contractor into Contractor into Contract	t next to the DE any changes an click on "Report add another DE add another DE control (COCKS/FAADoors) > Preceduate (CockS/FAADoors) > Preceduate (CockS/FAADoors)	BE Contractor to be sund click Submit. The stand click Submit. The set the set to see the set to see the set contractor firm.	abmitted. The data entered record will be transmitted report that was previously of duct News @ Suggested Sizes - @ Today's Links @ Web Gallery duct News @ Suggested Sizes - @ Today's Links @ Web Gallery aynesville - FY: 2011	d previously to the FAA. entered or "A entered or "A
Click on Select appear. Enter You can also c Contractor" to Contractor" to Contractor to Contractor C	t next to the DE any changes an click on "Report add another DE add another DE control (COCKS/FAADoors) > Preceduate (CockS/FAADoors) > Preceduate (CockS/FAADoors)	BE Contractor to be sund click Submit. The stand click Submit. The set the set to see the set to see the set contractor firm.	abmitted. The data entered record will be transmitted report that was previously of duct News @ Suggested Sizes - @ Today's Links @ Web Gallery duct News @ Suggested Sizes - @ Today's Links @ Web Gallery aynesville - FY: 2011	d previously to the FAA. entered or "A entered or "A
Click on Select appear. Enter You can also c Contractor" to Contractor" to Contractor on the Contractor of the Payontes of the Contractor of the Contractor of Small an Contractor of S	t next to the DE any changes an click on "Report add another DE add another DE control (COCKS/FAADoors) > Preceduate (CockS/FAADoors) > Preceduate (CockS/FAADoors)	BE Contractor to be sund click Submit. The stand click Submit. The set the set to see the set to see the set contractor firm.	abmitted. The data entered record will be transmitted report that was previously of duct News @ Suggested Sizes - @ Today's Links @ Web Gallery duct News @ Suggested Sizes - @ Today's Links @ Web Gallery aynesville - FY: 2011	d previously to the FAA. entered or "A entered or "A
Click on Select appear. Enter You can also c Contractor" to DOORS - Windows Internet OF Edd View Favores To File Edd View	t next to the DE any changes ar click on "Report add another DE add another DE control (DOCKS/FAADors) > Precedent (DOCKS/FAADors) > Precedent (DOCKS/FAADors)	BE Contractor to be sund click Submit. The stand click Submit. The set the set to see the set to see the set contractor firm.	abmitted. The data entered record will be transmitted report that was previously of duct News @ Suggested Sizes - @ Today's Links @ Web Gallery duct News @ Suggested Sizes - @ Today's Links @ Web Gallery aynesville - FY: 2011	d previously v l to the FAA. entered or "A entered or "A entered or "A
Click on Select appear. Enter You can also c Contractor" to DOORS - Windows Internet OF Edd View Favores To File Edd View	t next to the DE any changes ar click on "Report add another DE add another DE control (DOCKS/FAADors) > Precedent (DOCKS/FAADors) > Precedent (DOCKS/FAADors)	BE Contractor to be sund click Submit. The stand click Submit. The set the BE contractor firm.	abmitted. The data entered record will be transmitted report that was previously of duct News @ Suggested Sizes - @ Today's Links @ Web Gallery duct News @ Suggested Sizes - @ Today's Links @ Web Gallery aynesville - FY: 2011	d previously v l to the FAA. entered or "A entered or "A entered or "A

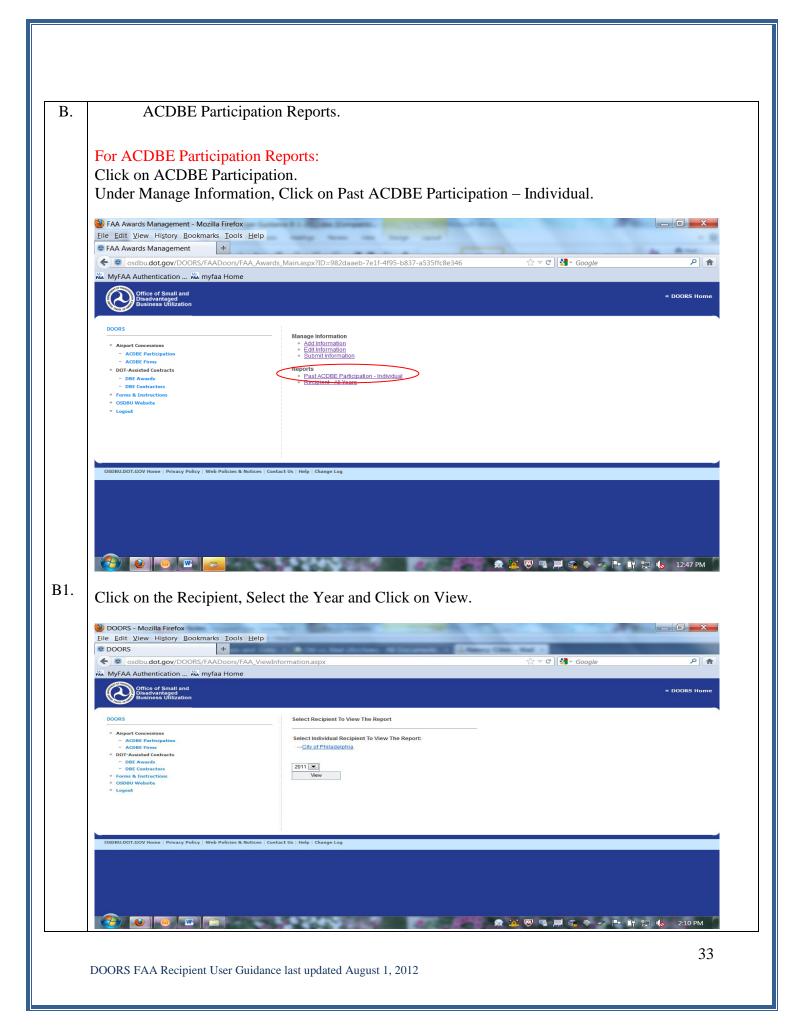
Office of Small and Disadvantaged Business Utilization			
• DOT-Assisted Contracts - DBE Awards	to delete, click C	want to delete this Contractor? Click Delete	
 DBE Contractors Airport Concessions ACDBE Participation ACDBE Firms Account Management My Account Edit Accounts Create Accounts Change Password System Management Forms & Instructions OSDBU Website Logout 	Name of DDF Cuntractor: Address: City: State: 	Test Contractor 120 Map e Lane Maplowood MN Cance Delete	

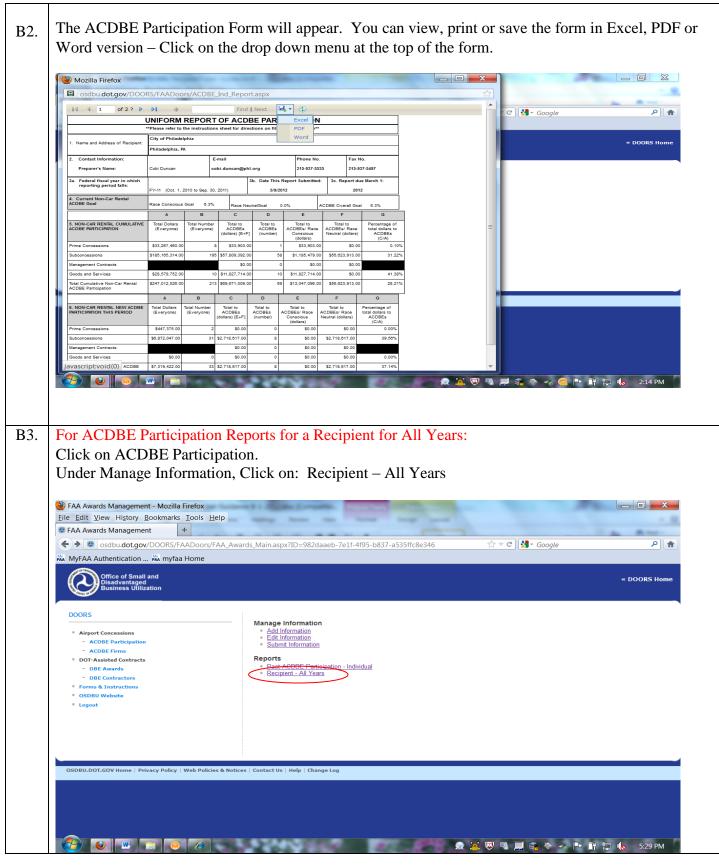
9. VIEW REPORTS - DBE AWARDS AND ACDBE PARTICIPATION.

A.	For DBE Awards Reports:	
	Click on DBE Awards and Under Management Information, click on Past Awards –	Individual.
	Awards Management - Mozilla Firefox File Edit Yiew History Bookmarks Tools Help	
	Awards Management + Sodbu.dot.gov/DOORS/Application/Awards_Main.aspx?ID=C83D2535-6FBA-498E-848C-0D4B83157FDE ☆ ♥ Gogle	٩
	WyFAA Authentication wa myfaa Home	« DOORS Home
	DOORS	
	Airport Concessions Add Information Add Information ACDRE Participation ACDRE Firms DOT-Assisted Contracts OBL Avards OBL Contracts OBL Contractors	
	 Forms & Jastructions OSOBU Webite Logout 	
	OSDBULDOT.GOV Home Privacy Policy Web Policies & Notices Contact Us Help Change Log	
		🗣 🗊 🔛 🔥 12:40 PM
.1.		🍡 📑 🍋 📢。 12:40 PM
.1.		● 前 記 低。 12:40 PM
.1.	Expand the Recipient Tree – Click on (+)	
.1.	Expand the Recipient Tree – Click on (+)	
.1.	Expand the Recipient Tree – Click on (+)	- • ×
.1.	Expand the Recipient Tree – Click on (+) DOORS - Mozilla Firefox File fait View History Bookmarks Tools Help DOORS Coors C	- D X
A1.	Expand the Recipient Tree – Click on (+) © DOORS - Mozilla Firefox Is Edit View History Bookmarks Tools Help © DOORS * DOORS * © © osdbu.dot.gov/DOORS/Application/ViewInformation.aspx * © © osdbu.dot.gov/DOORS/Application/ViewInformation.aspx * or of mydfaa Authentication * Mydfaa Home * Or of Small and Bookmarks * Or of Small and Bookmarks * Status of Small and Bookmarks * Or of Sma	- П ×
1.	Expand the Recipient Tree – Click on (+) Provide Status Provide Status <	- D X
A1.	Expand the Recipient Tree – Click on (+) © DOORS - Mozilla Firefox Ile Edit View History Bookmarks Tools Help © DOORS + Weiking Without Bookmarks Tools Help © Schlou dot gov/DOORS/Application/ViewInformation.aspx © © Schlou dot gov/DOORS/Application/ViewInformation.aspx © © Schlou dot gov/DOORS/Application/ViewInformation.aspx © © © Schlou dot gov/DOORS/Application/ViewInformation.aspx © © © Schlou dot gov/DOORS/Application/ViewInformation.aspx © © © Core WyFAA Authentication #A myfaa Home Doors © Or Status Book Description Book © Or Schlou Book • Core • Core<	- П ×
.1.	 Conservation of the construction of t	- D X









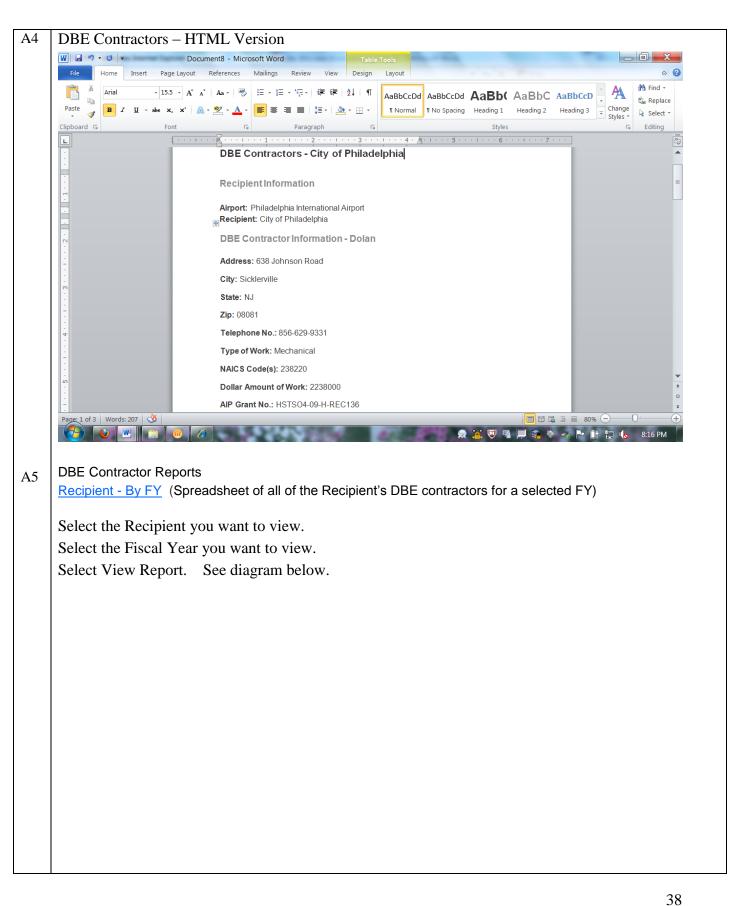
DOORS - Mozilla Firefox		X
<u>File Edit View History Book</u>		~
DOORS	- on a contract of the second	
Sold Stranger (Sold S	S/FAADoors/FAA_AIIYearsNCRCR.aspx 🖒 🗟 🛪 Google	<mark>م</mark>
MyFAA Authentication MA	myfaa Home	
Office of Small and Disadvantaged Business Utilization	« DOORS	5 Home
DOORS	Select Recipient To View The Report	
Airport Concessions	Salast Individual Desiniant To View The Deport	
 ACDBE Participation ACDBE Firms 	Select Individual Recipient To View The Report: 	
 DOT-Assisted Contracts DBE Awards 		
- DBE Contractors	Select View to display the report	
 Forms & Instructions OSDBU Website 	View	
Logout		
OSDBIL DOT GOV Home Privacy	Policy Web Policies & Notices Contact Us Help Change Log	
A spreadsheet w	/ill appear showing all of the Recipients ACDBE Participation.) PM
🎱 DOORS - Mozilla Firefox	vill appear showing all of the Recipients ACDBE Participation.) PM
	vill appear showing all of the Recipients ACDBE Participation.) PM
DOORS - Mozilla Firefox <u>File Edit View History Book</u> DOORS	vill appear showing all of the Recipients ACDBE Participation.	Э РМ Х
DOORS - Mozilla Firefox File Edit View History Book DOORS OORS Image: Source of the source of	rill appear showing all of the Recipients ACDBE Participation.	X
DOORS - Mozilla Firefox File Edit View History Book DOORS OORS Image: Source of the source of	rill appear showing all of the Recipients ACDBE Participation.	Х 2 ^
DOORS - Mozilla Firefox <u>File Edit View History Book</u> DOORS Codbudot.gov/DOORS	rill appear showing all of the Recipients ACDBE Participation.	Х 2 ^
DOORS - Mozilla Firefox File Edit View History Book DOORS OORS Image: Source of the source of	/ill appear showing all of the Recipients ACDBE Participation.	Х 2 ^
DOORS - Mozilla Firefox File Edit View History Book DOORS Solution of the second se	ACDBE Participation - City of Philadelphia	Х 2 ^
 DOORS - Mozilla Firefox File Edit View History Book DOORS Schubble of Small and Business Utilization DOORS Airport Concessions ACDBE Participation 	/ill appear showing all of the Recipients ACDBE Participation.	Х 2 ^
DOORS - Mozilla Firefox File Edit View History Book DOORS Osdbudot.gov/DOORS MyFAA Authentication #A Office of Small and Business Utilization DOORS Acober Participation ACOBE Participation ACOBE Firms DOT-Assisted Contracts	ACDBE Participation - City of Philadelphia ACDBE Participation - City of Philadelphia Non-Car Rental Car Rental Concessions	P 🔒
DOORS - Mozilla Firefox File Edit View History Book DOORS Iso osdbu.dot.gov/DOORS Iso MyFAA Authentication Iso Office of Small and Disadvantaged Business Utilization DOORS Airport Concessions ACDBE Participation ACDBE Firms	ACDBE Participation - City of Philadelphia ACDBE Participation - City of Philadelphia Total ACDBE Overall ACDBE ACDBE	P 🔒
DOORS - Mozilla Firefox File Edit View History Book DOORS Osdbu.dot.gov/DOORS MyFAA Authentication #A MyFAA Authentication #A Office of Small and Business Utilization DOORS ADBE Participation ACDBE Firms DOT-Assisted Contracts DBE Contractors DBE Contractors DBE Contractors	ACDBE Participation - City of Philadelphia ACDBE Participation - City of Philadelphia Image: Procession Stress of Concession Concente	✗ </td
 DOORS - Mozilla Firefox File Edit View History Book DOORS OORS Schudot.gov/DOORS MyFAA Authentication MA Office of Small and Business Utilization DOORS Airport Concessions ACDBE Participation ACDBE Firms DDT-Assisted Contracts DDE Contractors DDE Contractors 	Accurate a second and a second	₽ ↑ ₽ ↑ ■ ↑ ● ↑ ■ ↑ ● ↑
 DOORS - Mozilla Firefox File Edit View History Book DOORS Sodbudot.gov/DOORS MyFAA Authentication #A Office of Small and Disaventaged Business Utilization DOORS Airport Concessions ACDBE Participation ACDBE Firms DDEA State Contracts DBE Awards DDE Contractors DBE Awards DDE Contractors DBE Contractors DBE Contractors OBE Ontractors OSDBU Website 	Accession for the section of the s	₽ ↑ A B B Home D D D A A B A B A B A B A B A B A B A B A B B A B B A B B B B C B C B C B C B C B C B C </td
 DOORS - Mozilla Firefox File Edit View History Book DOORS Sodbudot.gov/DOORS MyFAA Authentication MA Office of Small and Disaventaged Business Utilization DOORS Arport Concessions ACDBE Participation ACDBE Firms DDEA Avards DBE Awards DBE Awards DDE Contractors DBE Awards DDE Contractors DBE Contractors DBE Contractors DBE Contractors OSDBU Website 	Accurate a second and a second	₽ ↑ ₽ ↑ ■ ↑ ● ↑ ■ ↑ ● ↑
 DOORS - Mozilla Firefox File Edit View History Book DOORS Sodbudot.gov/DOORS MyFAA Authentication MA Office of Small and Disaventaged Business Utilization DOORS Arport Concessions ACDBE Participation ACDBE Firms DDEA Avards DBE Awards DBE Awards DDE Contractors DBE Awards DDE Contractors DBE Contractors DBE Contractors DBE Contractors OSDBU Website 	Accurate a second and a second	₽ ↑ ₽ ↑ ■ ↑ ● ↑ ■ ↑ ● ↑
 DOORS - Mozilla Firefox File Edit View Higtory Book DOORS Sodbu.dot.gov/DOORS Sodbu.dot.gov/DOORS Sodbu.dot.gov/DOORS MyFAA Authentication #A Office of Small and Business Utilization DOORS Airport Concessions ACDBE Participation ACDBE Firms DEFAssisted Contracts DBE Awards DBE Contractors DBE Contractors DBE Contractors DSBU Website Logout 	Accurate a second and a second	₽ ↑ ₽ ↑ ■ ↑ ● ↑ ■ ↑ ● ↑
 DOORS - Mozilla Firefox File Edit View Higtory Book DOORS Sodbu.dot.gov/DOORS Sodbu.dot.gov/DOORS Sodbu.dot.gov/DOORS MyFAA Authentication #A Office of Small and Business Utilization DOORS Airport Concessions ACDBE Participation ACDBE Firms DEFAssisted Contracts DBE Awards DBE Contractors DBE Contractors DBE Contractors DSBU Website Logout 	An average of the second seco	₽ ↑ ₽ ↑ ■ ↑ ● ↑ ■ ↑ ● ↑
 DOORS - Mozilla Firefox File Edit View Higtory Book DOORS Sodbu.dot.gov/DOORS Sodbu.dot.gov/DOORS Sodbu.dot.gov/DOORS MyFAA Authentication #A Office of Small and Business Utilization DOORS Airport Concessions ACDBE Participation ACDBE Firms DEFAssisted Contracts DBE Awards DBE Contractors DBE Contractors DBE Contractors DSBU Website Logout 	An average of the second seco	₽ ↑ ₽ ↑ ■ ↑ ● ↑ ■ ↑ ● ↑

10. REPORTS – DBE CONTRACTORS AND ACDBE FIRMS.

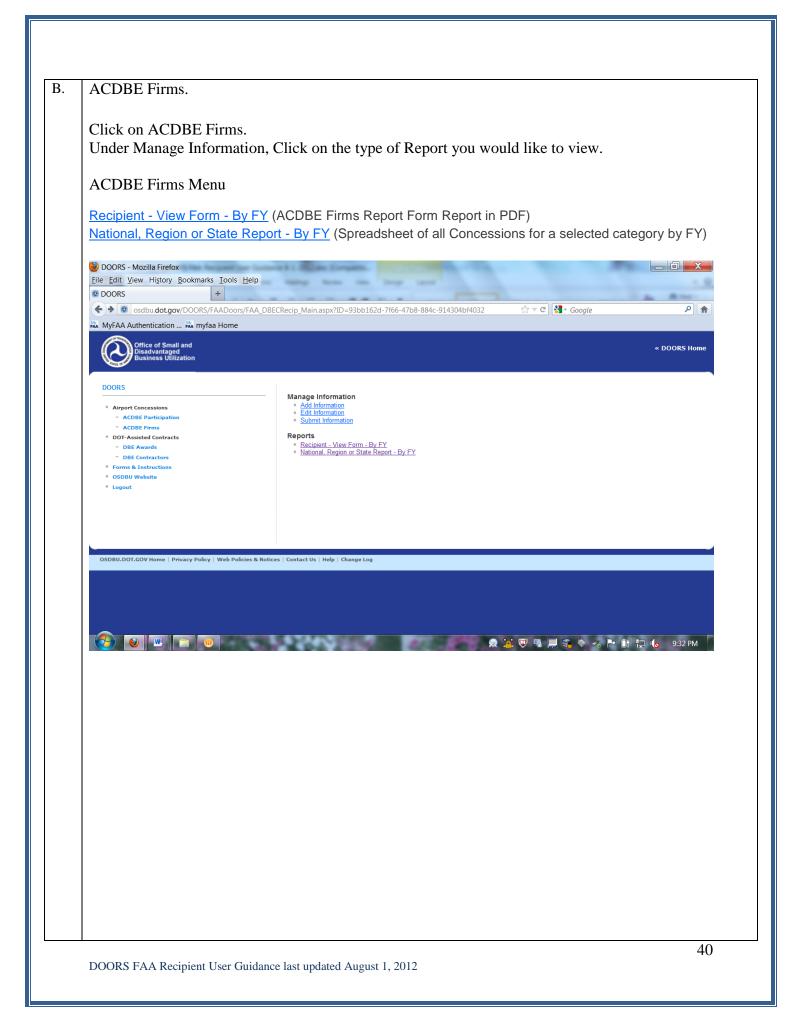
А	DBE Contractors.				
	Click on DBE Contractors. Under Manage Information, Click on the type of Report you would like to view.				
	DBE Contractor Menu				
	<u>Recipient - View Form - By FY</u> (DBE Contractor Form Report in PDF) <u>National, Region or State Report - By FY</u> (Spreadsheet of all contractors for a selected category and FY)				
A1	DBE Contractors – Click on: <u>Recipient - View Form - By FY</u> (PDF or HTML)				
	Click on the Recipient you want to view.				
	DOORS - Mozilla Firefox File Edit View History Bookmarks Iools Help DOORS + Sodbu.dot.gov/DOORS/FAADoors/CR_RecipRep WyFAA Authentication	Git View History Bookmarks Iools Help ORS • osdbu.dot.gov/DOORS/FAADoors/CR_RecipReportSelect.aspx			
	Office of Small and Disadvantaged Business Utilization				
	DOORS	Select the Recipient			
	 Airport Concessions ACDBE Participation ACDBE Firms Dot-Assisted Contracts DBE Awards DBE Contractors Forms & Instructions OSDBU Website Logout 	— <u>City of Philadelphia</u>			
	OSDBU.DOT.GOV Home Privacy Policy Web Policies & Notice	s Contact Us Help Change Log			
A2	Select the Fiscal Year and then Select either Report Preview (PDF) or HTML report version (See diagram below). If you selected the wrong recipient, click the Change button to select a different recipient (for example, if you are a consultant with multiple users).				

DOORS - Mozilla Firefox	-	
<u>File Edit View History Bookr</u>	All second and a second s	Real Property and the second
@ DOORS	+	
sdbu.dot.gov/DOORS		eportSelect.aspx 🟠 🕆 Coogle 👂
MyFAA Authentication Ma	myfaa Home	
Office of Small and Disadvantaged Business Utilization		« DOORS Hom
DOORS		Select the Recipient
Airport Concessions		
- ACDBE Participation		
 ACDBE Firms DOT-Assisted Contracts 		City of Philadelphia Change
- DBE Awards		
- DBE Contractors		Select the Fiscal Year then 'Report Preview' or HTML
 Forms & Instructions OSDBU Website 		2011
* Logout	(2011
		Report Preview HTML
OSDBU.DOT.GOV Home Privacy F	Policy Web Policies & Notic	ices Contact Us Help Change Log
DBE Contractors		стор
DBE Contractors	-	rsion
DBE Contractors	-	rsion
DBE Contractors	ADoors/CR_ContractorRe	rsion
Mozilla Firefox Sodbu.dot.gov/DOORS/FAA	ADoors/CR_ContractorRe REPORT (rsion
DBE Contractors	ADoors/CR_ContractorRe REPORT C	rsion
DBE Contractors	ADoors/CR_ContractorRe REPORT C Nort Name Phil Nort Sponsor City	rsion eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS iladelphia International Airport
Mozilla Firefox Sodbu.dot.gov/DOORS/FAA	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City 7 Phil te PA	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS IIadelphia International Airport ty of Philadelphia IIadelphia
Mozilla Firefox Cosdbu.dot.gov/DOORS/FAA Airp Airp City Stat Goa	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City 7 Phil te PA al Period: From: 10/0	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS IIadelphia International Airport ty of Philadelphia IIadelphia
Mozilla Firefox Mozilla Firefox Codbu.dot.gov/DOORS/FAA Airp City Stat Goa Prej	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City y Phil te PA al Period: From: 10/0 parer: Gin:	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS IIadelphia International Airport y of Philadelphia IIadelphia
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City r Phil te PA al Period: From: 10/0 parer: Gina sphone No.: 215-	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS IIadelphia International Airport y of Philadelphia IIadelphia IIadelphia Fig37-5434
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City r Phil te PA al Period: From: 10/0 parer: Gina sphone No.: 215-	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS IIadelphia International Airport y of Philadelphia IIadelphia
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City brever PA al Period: From: 1000 parer: Gin sphone No.: 215- e Prepared: Dec	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS IIadelphia International Airport y of Philadelphia IIadelphia IIadelphia Fig37-5434
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City y Phil te PA al Period: From: 10/0 parer: Gina sphone No.: 215- e Prepared: Dec	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS iladelphia International Airport ty of Philadelphia iladelphia
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City 7 Phil te PA al Period: From: 10/0 parer: Gina aphone No.: 215- e Prepared: Dec Firm: Dolan	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS IIadelphia International Airport y of Philadelphia IIadelphia
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City 7 Phil te PA al Period: From: 10/0 parer: Gin: sphone No.: 215- e Prepared: Dec Firm: Dolan 638 Joh	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS IIadelphia International Airport y of Philadelphia IIadelphia
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City 7 Phil te PA al Period: From: 10/0 parer: Gin: aphone No.: 215- e Prepared: Dec Firm: Dolan 638 Joh Sicklerv	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS IIadelphia International Airport y of Philadelphia IIadelphia
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City 7 Phil te PA al Period: From: 10/0 parer: Gina sphone No.: 215- e Prepared: Dec Firm: Dolan 638 Joh Sicklerv le: NJ 0800	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS IIadelphia International Airport y of Philadelphia IIadelphia IIadelphia IIIadelphia IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City r Phil te PA al Period: From: 10/0 parer: Gins sphone No.: 215- e Prepared: Dec Firm: Dolan 638 Joh Sicklerv le: NJ 0808 .: 856-629	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS IIadelphia International Airport y of Philadelphia IIadelphia IIadelphia IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City r Phil te PA al Period: From: 10/0 parer: Gina sphone No.: 215- e Prepared: Dec Firm: Dolan G38 Joh Sicklerv le: NJ 0800 .: 856-629 : Mechan	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS IIadelphia International Airport ty of Philadelphia IIadelphia IIIadelphia IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City / Phil te PA al Period: From: 10/0 parer: Gin sphone No.: 215- e Prepared: Dec Firm: Dolan 638 Joh Sicklerv le: NJ 0806 .: 856-629 : Mechan t of Work: 2238000	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS IIadelphia International Airport ty of Philadelphia IIadelphia IIIadelphia IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City / Phil te PA al Period: From: 1000 parer: Gin ephone No.: 215- e Prepared: Dec Firm: Dolan 638 Joh Sicklerv le: NJ 0800 .: 856-629 : Mechan t of Work: 2238000 .: HSTSO	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS Iladelphia International Airport y of Philadelphia iladelphia iladelphia biological and
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City bread Priod: From: 10/0 parer: Gin sphone No.: 215- e Prepared: Dec Firm: Dolan 638 Joh Sicklerv le: NJ 0806 Sicklerv le: NJ 0806 Sicklerv le: NJ 0806 Sicklerv le: NJ 0806 Sicklerv HSTSO- d Group: Other	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS Iladelphia International Airport y of Philadelphia iladelphia iladelphia biological and
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City y Phil te PA al Period: From: 10/0 parer: Gin parer: Gin parer: Dea From: 10/0 parer: Bin sicklerv le: NJ 0808 Sicklerv le: NJ 0808 Sicklerv le: Mechan t of Work: 2238000 HSTSO- d Group: Other	eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS IIddelphia International Airport y of Philadelphia IIddelphia
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City / Phil te PA al Period: From: 10/0 parer: Gin sphone No.: 215- e Prepared: Dee Firm: Dolan 638 Joh Sicklerv le: NJ 0808 : Mechant to f Work: 2238000 : HSTSO- d Group: Other	rsion eport_Preview.aspx OF CERTIFIED DBE CONTRACTORS lidelphia
DBE Contractors	ADoors/CR_ContractorRe REPORT C bort Name Phil bort Sponsor City / Phil te PA al Period: From: 10/0 parer: Gin sphone No.: 215- e Prepared: Dee Firm: Dolan 638 Joh Sicklerv le: NJ 0808 : Mechant to f Work: 2238000 : HSTSO- d Group: Other	rsion Proview.aspx OF CERTIFIED DBE CONTRACTORS Ilidelphia Ilidelphia Ilidelphia Ilidelphia Ilidelphia Ilidelphia Ilidelphia Ilidelphia III Intra: 09/30/11 Thru: 09/30/11

DOORS FAA Recipient User Guidance last updated August 1, 2012



• Porms & 094-10 Instructions HSTSO4- • OSDBU Website Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 09-H Black American • Logout Northeast Noise 33 Alfred Street Warwick RI 02889 401-490-7008 General Construction 236115 3-42-0076- 094-10 Hispanic American S&L S529 16th Avenue S Seattlew WA 98108 206-228-9721 Construction 236115 3-42-0076- 094-10 Asian-Pacific American J950 Brighton- DiMarco Henrietta Townline Rochester NY 14623 585-272-9390 Construction 237310 3-42-0074- 017-10 Non-Minority Women All Seasons 435 Penn Green Road Landenberg PA 19350 610-274-0810 Landscaping/Tr ee Removal 561730 3-42-0076- 076-06 Other V V Virusted sites Protected Mode: Off Virusted sites Protected Mode: Off 4105%	File Edit View Fav										
DOORS DBE Contractors for City of Philadelphia in FY-11 * Airport Concessions City State Zip Code Phone Specialty Services NAICS Code(s) No. AIP Grant Disadvantaged Group No. * ACDBE Participation Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 09+H Black American REC136 * DDT-Assisted Contracts Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 09+H Black American REC136 * DBE Contracts Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 09+H Black American REC136 * DBE Contractors Northeast Noise 33 Alfred Street Warwick RL 02869 401-490-7008 Construction 236115 094-10 Hispanic American REC136 * Legout Northeast Noise 33 Alfred Street Warwick RL 02869 401-490-7008 Central Construction 236115 094-10 Hispanic American REC136 * Legout Northeast Noise 33 Alfred Street Warwick <td< th=""><th>🔶 🚖 🙀 myfaa l</th><th>Home 🙀 MyFAA Au</th><th>thentication Lo</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></td<>	🔶 🚖 🙀 myfaa l	Home 🙀 MyFAA Au	thentication Lo								
Airport Concessions Company Name Address City State Zip Code Phone Specialty Services NAICS Code(s) AlP Grant No. Disdvantaged Group No. • ACDE Participation • CODE Contracts Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 Methanical MECLI36 Black American MECLI36 • DOL -Assisted Contracts Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 Methanical MECLI36 Black American MECLI36 • DBE Contractors Northeast Noise 33 Alfred Street Warwick RI 02889 401-490-7008 General Construction 236115 3-42-0076- 094-10 Hispanic American MECLI36 • OBE Contractors S&L S529 16th Avenue S Seattle WA 98108 206-228-9721 Construction 236115 3-42-0076- 094-10 Asian-Pacific American MECLI36 • OSDBU Website Dolan 638 Johnson Road Sicklerville NJ 98081 856-629-9331 Mechanical 238220 09+H Black American MECLI36 • OSDBU Webs	Ø DOORS								🏠 🗕 🔊 – 🔝	-	} - ⊘ - ⊘ - ⊘ -
Airport Concessions Company Name Address City State Zip Code Phone Specialty Services NAICS Code(s) AlP Grant No. Disdvantaged Group No. • ACDE Participation • CODE Contracts Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 Methanical MECLI36 Black American MECLI36 • DOL -Assisted Contracts Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 Methanical MECLI36 Black American MECLI36 • DBE Contractors Northeast Noise 33 Alfred Street Warwick RI 02889 401-490-7008 General Construction 236115 3-42-0076- 094-10 Hispanic American MECLI36 • OBE Contractors S&L S529 16th Avenue S Seattle WA 98108 206-228-9721 Construction 236115 3-42-0076- 094-10 Asian-Pacific American MECLI36 • OSDBU Website Dolan 638 Johnson Road Sicklerville NJ 98081 856-629-9331 Mechanical 238220 09+H Black American MECLI36 • OSDBU Webs			_		_						
Concessions No. ACDBE Participation Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 Mathematical HSTSO4- REC136 ODT-Assisted Contractors Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 Mathematical REC136 HSTSO4- ODT-Assisted Contractors Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 Mathematical REC136 HSTSO4- ODE Awards - DBE Awards - S529 16th Avenue S Seattle WA 98108 206-228-9721 Construction 236115 3-42-0076- Mesan-Pacific American * Forms & Instructions Salalfred Street Warwick RL 02889 401-490-7008 General Construction 236115 3-42-0076- Mesin-Pacific American * Logout Northeast Noise 33 Alfred Street Warwick RL 02889 401-490-7008 General Construction 236115 3-42-0076- Mesina-Pacific American * Logout Northeast Noise 33 Alfred Street Warwick <th>DOORS</th> <th>DBE Con</th> <th>tractors fo</th> <th>or Citv</th> <th>of</th> <th>Phila</th> <th>adelphia</th> <th>in FY-11</th> <th>L</th> <th></th> <th></th>	DOORS	DBE Con	tractors fo	or Citv	of	Phila	adelphia	in FY-11	L		
Participation Dolan 638 Johnson Road Sicklerville N 08081 856-629-9331 Mechanical 238220 09-H- REC136 Black American REC136 * DOT-Assisted Contracts Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 09-H- REC136 Black American REC136 • DBE Avards - ODE Avards 0BE Avards 33 Alfred Street Warwick RI 02889 401-490-7008 General Construction 236115 3-42-0076- Oostruction 3-42-0076- 094-10 Hispanic American REC136 * DBE Contractors S&L S529 16th Avenue S Seattle WA 98108 206-228-9721 Construction 236115 3-42-0076- 094-10 Hispanic American REC136 * Logout Northeast Noise 33 Alfred Street Warwick RI 02889 401-490-7008 General Construction 236115 3-42-0076- 094-10 Hispanic American REC136 * Logout Northeast Noise 33 Alfred Street Warwick RI 02889 401-490-7008 General Construction 236115 3-42-0076- 094-10 Asian-Pacific American REC136 * Logout	Concessions	Company Name	Address	City	State	Zip Code	Phone	Specialty Services	s NAICS Code(s)	No.	Disadvantaged Group
• DOT-Assisted Contracts Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 09-H+ REC136 Black American REC136 • DBE Contractors Northeast Noise 33 Alfred Street Warwick RI 02889 401-490-7008 General Construction 236115 3-42-0076- 094-10 Asian-Pacific American 094-10 • Forms & Instructions S8L S529 16th Avenue S Seattle WA 98108 206-228-9721 Construction 236115 3-42-0076- 094-10 Asian-Pacific American 094-10 • OSDBU Website Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 09-H+ 8lack American REC136 • Logout Northeast Noise 33 Alfred Street Warwick RI 02889 401-490-7008 General Construction 236115 3-42-0076- 094-10 Hispanic American REC136 • Logout Northeast Noise 33 Alfred Street Warwick RI 02889 401-490-7008 General Construction 236115 3-42-0076- 094-10 Asian-Pacific American REC136 • Sal S529 16th Avenue Sal Seattlew	Participation	Dolan	638 Johnson Road	Sicklerville	L	08081	856-629-9331	Mechanical	238220	09-H- REC136	Black American
- DBE Contractors Northeast Noise 33 Alfred Street Warwick RI 02889 401-490-7008 Construction 236115 094-10 Hispanic American * Forms & Instructions S&L S529 16th Avenue S Seattle WA 98108 206-228-9721 Construction 236115 094-10 Asian-Pacific American * OSDBU Website Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 09-H- Black American * Logout Northeast Noise 33 Alfred Street Warwick RI 02889 401-490-7008 General Construction 236115 09-H- Black American * Logout Northeast Noise 33 Alfred Street Warwick RI 02889 401-490-7008 General Construction 236115 09-H- Black American \$84. S529 16th Avenue S Seattlew WA 98108 206-228-9721 Construction 236115 09-4-10 Asian-Pacific American 1950 Brighton- Seattlew WA 98108 206-228-9721 Construction 236115 09-4-10 <td>Contracts</td> <td>Dolan</td> <td>638 Johnson Road</td> <td>Sicklerville</td> <td>NJ</td> <td>08081</td> <td>856-629-9331</td> <td>Mechanical</td> <td>238220</td> <td>09-H-</td> <td>Black American</td>	Contracts	Dolan	638 Johnson Road	Sicklerville	NJ	08081	856-629-9331	Mechanical	238220	09-H-	Black American
Contractors S&L 5529 16th Avenue Seattle WA 98108 206-228-9721 Construction 236115 3-42-0076- 094-10 Asian-Pacific American • Forms & Instructions Dolan 638 Johnson Road Sicklerville NJ 08081 856-629-9331 Mechanical 238220 09-H- Black American • Logout Northeast Noise 33 Alfred Street Warwick RI 02889 401-490-7008 General Construction 236115 3-42-0076- 094-10 Hispanic American • S&L S529 16th Avenue S Seattlew WA 98108 206-228-9721 Construction 236115 3-42-0076- 094-10 Hispanic American • S&L S529 16th Avenue S Seattlew WA 98108 206-228-9721 Construction 236115 3-42-0076- 094-10 Hispanic American • S&L S529 16th Avenue S Seattlew WA 98108 206-228-9721 Construction 236115 3-42-0076- 094-10 Asian-Pacific American • DiMarco Hernitata Townline Rochester NY 14623 585-272-9390 Construction 237310 3-42-0076- 076-06		Northeast Noise	33 Alfred Street	Warwick	RI	02889	401-490-7008		236115	3-42-0076- 094-10	Hispanic American
 OSDBU Website Dolan 638 Johnson Road Sicklerville Northeast Noise 33 Alfred Street Warwick RI 02889 401-490-7008 General Construction 236115 3-42-0076- 094-10 Asian-Pacific American 094-10 3-42-0076- 076-06 0ther 076-06 0ther 076-06 0ther 076-06 0ther 13/grame 13/grame 13	Contractors * Forms &	S&L		Seattle	WA	98108	206-228-9721		236115	3-42-0076- 094-10	
Northeast Noise 33 Alfred Street Warwick RI 02889 401-490-7008 General Construction 236115 3-42-0076- 094-10 Hispanic American 094-10 S&L 5529 16th Avenue S Seattlew WA 98108 206-228-9721 Construction 236115 3-42-0076- 094-10 Asian-Pacific American 094-10 DiMarco Henrietta Townline Rochester NY 14623 585-272-9390 Construction 237310 3-42-0076- 017-10 Asian-Pacific American 094-10 All Seasons 435 Penn Green Road Landenberg PA 19350 610-274-0810 Landscaping/Tr ee Removal 561730 3-42-0076- 076-06 Other V V 14623 585-272-9390 Electrical 238210 0-00-00000- 0ther	* OSDBU Website	Dolan	638 Johnson Road	Sicklerville	U	08081	856-629-9331	Mechanical	238220	09-H- REC136	
S&L 5529 16th Avenue S Seattlew WA 98108 206-228-9721 Construction 236115 3-42-0076- 094-10 Asian-Pacific America 094-10 DiMarco 1950 Brighton- DiMarco Non-Minority Robert NY 14623 585-272-9390 Construction 237310 3-42-0074- 017-10 Non-Minority Women 017-10 Non-Minority Women 017-10 All Seasons 435 Penn Green Road Landenberg PA 19350 610-274-0810 Landscaping/Tr ee Removal 561730 3-42-0076- 076-06 Other 295 Tech Park, 1 alverane TN 37086 615-287-3500 Electrical 238210 0-00-0000- Other	Logout	Northeast Noise	33 Alfred Street	Warwick	RI	02889	401-490-7008		236115	3-42-0076- 094-10	Hispanic American
DiMarco Henrietta Townline Rochester NY 14623 585-272-9390 Construction 237310 3-42-0074- Non-Minority Women Road All Seasons 435 Penn Green Road Landenberg PA 19350 610-274-0810 Landscaping/Tr ee Removal 561730 3-42-0076- 076-06 Other Schneider 295 Tech Park, Lavarone TN 37086 615-287-3500 Electrical 238210 0-00-0000- Comparison III III V Trusted sites Protected Mode: Off 42.105%		S&L	S	Seattlew	WA	98108	206-228-9721		236115	3-42-0076-	Asian-Pacific America
Koad ee Kellioval 076-06 295 Tech Park, 1aVarna TN<27086		DiMarco	Henrietta Townline	Rochester	NY	14623	585-272-9390	Construction	237310		
 Trusted sites Protected Mode: Off ✓ Trusted sites Protected Mode: Off ✓ 105% 		All Seasons	Road	Landenberg	J PA	19350	610-274-0810		561730	070-00	
			205 Tech Dark								
	•	Schneider	295 Tech Park,	l allorano	тм		615-287-3500	Flectrical	238210	0-00-0000-	Other
	•	Schneider	295 Tech Park,	l al/erme	TN		615-287-3500				
		Schneider	295 Tech Park,	l al/arma	TN		615-287-3500	✓ Trusted sites	Protected Mode:	Off	• • • 105%
		Schneider	295 Tech Park,	l s\/ernne	TN		615-287-3500	✓ Trusted sites	Protected Mode:	Off	€ 105%
		Schneider	295 Tech Park,		TN		615-287-3500	✓ Trusted sites	Protected Mode:	Off	€ 105%
		Schneider	295 Tech Park,	al/arma	TN		615-287-3500	✓ Trusted sites	Protected Mode:	Off	• • • 105%
		Schneider	295 Tech Park,		TN		615-287-3500	✓ Trusted sites	Protected Mode:	Off	• • • 105%
		Schneider	295 Tech Park,		TN		<u>615-287-2000</u>	✓ Trusted sites	Protected Mode:	Off	• • • 105%
		Schneider	295 Tech Park,	l al/arma			615-287-2C00	✓ Trusted sites	Protected Mode:	Off	€ 105%
		Schneider	295 Tech Park,	l al/erme			615-287-2500	✓ Trusted sites	Protected Mode:	Off	€ 105%
		Schneider	295 Tech Park,	L sl/erne			615-287-2500	✓ Trusted sites	Protected Mode:	Off	• • • 105%
		Schneider	295 Tech Park,	l sl/erme			615-287-2500	✓ Trusted sites	Protected Mode:	Off	• • • 105%
		Schneider	295 Tech Park,	l sl/ernne	TN		615-287-2500	✓ Trusted sites	Protected Mode:	Off	• • • 105%
		Schneider	295 Tech Park,	l sl/arma	TN		615-287-2500	✓ Trusted sites	Protected Mode:	Off	• • • 105%
		Schneider	295 Tech Park,	l sl/arma			615-287-2500	✓ Trusted sites	Protected Mode:	Off	 • • • • 105%
		Schneider	295 Tech Park,	l sl/arma	TN		615-287-2500	✓ Trusted sites	Protected Mode:	Off	 • • • • 105%
		Schneider	295 Tech Park,	l sl/arma	TN			✓ Trusted sites	Protected Mode:	Off	 • • • • 105%
		Schneider	295 Tech Park,	l sl/arma	TN			✓ Trusted sites	Protected Mode:	Off	 • • • • 105%
		Schneider	295 Tech Park,	l al/arma	TN			✓ Trusted sites	Protected Mode:	Off	 • • • • 105%
		Schneider	295 Tech Park,	l al/arma	TN			✓ Trusted sites	Protected Mode:	Off	 • • • • 105%
		Schneider	295 Tech Park,	l al/arma				✓ Trusted sites	Protected Mode:	Off	 • • • • 105%
		Schneider	295 Tech Park,	l al/arma				✓ Trusted sites	Protected Mode:	Off	• • • 105%
		Schneider	295 Tech Park,	l al/arma				✓ Trusted sites	Protected Mode:	Off	• • • 105%
		Schneider	295 Tech Park,	l al/arma				✓ Trusted sites	Protected Mode:	Off	• • • 105%
		Schneider	295 Tech Park,	l al/arma				✓ Trusted sites	Protected Mode:	Off	• • • 105%



philadelphia acdbe firms.po ile Edit View Window								
		129% 🕶 📙 🔛 🦻					Commo	ent Sigi
	Name of Airport Airport Sponsor City State Preparer: Telephone No.: Date: teleow each ACDBE omission of the Unifo Name of DBE Firm: Address: City: Type of concession/	(CONCESSION RS/MANAGEMENT Philadelphia Internation City of Philadelphia Philadelphia PA Cobi Duncan 215-937-5535 3/1/2012 that participated in a concess m Report of ACDBE Participation Yogurt Express, Inc. 119 Beth Drive Lansdale subconcession/ supplier, etc. but	CONTRACT nal Airport	eceding fiscal ye irm participated,	IONAIRES JNTED TO	DWARD GOA	·	
20 00 00 00	Date Agreement (<i>i.e.</i> Date Agreement (<i>i.e.</i>	lease, sublease) Expires:	12/31/2012		2 ≚ 🛡 🔹	📕 <table-of-contents> 🏷 🍕 </table-of-contents>	• 🔐 🔁 🍾	6:12 PM
DOORS - Windows Internet Exp Control - Mindows Internet Exp Mindows Internet Exp Mind	Date Agreement (<i>i.e.</i> Form - By FN blorer techservices.com/DOORS/FAADo	Lease, sublease) Expires: (ACDBE Firms R rs(CR_ContractorReport_HTP4_mod.aspx teb @ Microsoft \ M_MFAA Authentication L DBE Contractors - C	Ceport Forn	Suggested Sites 🔹 🔊)	Socie		
DOORS Windows Internet Exp Constructions of the internet	Date Agreement (<i>i.e.</i>	lease, sublease) Expires: (ACDBE Firms R rs/CR_contractorReport_HTML_mod.espx reb Microsoft Microsoft MyFAA Authentication L	Report Forn	Suggested Sites • 🔊 •)	Galery		
DOORS Windows Internet Exp Image: Contract of the second secon	Date Agreement (<i>i.e.</i>	lease, sublease) Expires: (ACDBE Firms R (ACDBE Contractor Action (Action	Report Forn	Suggested Sites • 🔊 •)	Galery		

DOORS FAA Recipient User Guidance last updated August 1, 2012

ACDBE Firms	6								
Recipient by F	FY – spreads	sheet format							
실 DOORS - Mozilla Fire	fox	er Luterie B 1.3	die Compt			-			_ 0 x
<u>File Edit View History</u>		<u>H</u> elp	-		-				
@ DOORS	+			-	-				
Sold State S		EC_FirmDetailRpt_Viev	w.aspx					☆ ᢦ ৫ 🚼 - Google	٩
MyFAA Authenticatic									
Office of Sn Disadvanta Business U	ged								« DOORS Home
Brans and Business O									
DOORS	ACDBE Firm	ns for City of Pl	hiladelph	nia in F	Y-11				
Airport Concessions	DBE Name	Address	City	State Zip	o Code	Phone	Concession Type	Concession Receipts	Disadvantaged Group
ACDBE Participation ACDBE Firms	AEC-1	^{ny} 119 Beth Drive	Lansdale	PA 19	9446	215-937-120 0	RMU	141024	Black American
DOT-Assisted Contracts DBE Awards DBE Contractors	AW-C-1	^{ny} 119 Beth Drive	Lansdale	PA 19	9446	215-937-120 0	RMU	84143	Black American
Forms & Instructions OSDBU Website	F-C-1	^{ny} 119 Beth Drive	Lansdale	PA 19	9446	215-937-120 0	RMU	104212	Black American
	Guava & Java P Inc. a/k/a J.J. Juice & Java Inc	HL 1040 Walker Mill c Road	Great Falls	VA 22	2066	215-937-120 0	Food	1076553	Subcontinent Asian American
Logout	AE-4A							888704	Subcontinent Asian
Logout	AE-4A Guava & Java P Inc. a/k/a J.J. Juice & Java, Inc B5-a	HL 1040 Walker Mill c Road		VA 22	2066	215-937-120 0	Food	000704	American
* Lopout	AE-4A Guava & Java P Inc. a/k/a J.J. Juice & Java, Ind B5-a Guava & Java P Inc. a/k/a J.J. Juice & Java, Ind	HL 1040 Walker Mill Road HL 1040 Walker Mill Road				215-937-120 0 215-937-120 0		845330	American Subcontinent Asian American
* Lopout	AE-4A Guava & Java P Inc. a/k/a J.J. Juice & Java, Ind B5-a Guava & Java P Inc. a/k/a J.J. Juice & Java, Ind F-6B	HL 1040 Walker Mill c Road	Great Falls	VA 22	2066	0	Food		Subcontinent Asian
* Lopout	AE-4A Guava & Java P Inc. a/k/a J.J. Juice & Java, Inc B5-a Guava & Java P Inc. a/k/a J.J. Juice & Java P, Guava & Java P Inc. a/k/a J.J. Juice & Java, Inc -LeBus Cate		Great Falls	VA 22	2066 2066	215-937-120 0	Food Food	845330	Subcontinent Asian American Subcontinent Asian

11. Instructions for DBE Uniform Form.

1. Indicate the DOT Operating Administration (OA) that provides your Federal financial assistance. If assistance comes from more than one OA, use separate reporting forms for each OA. If you are an FTA recipient, indicate your Vendor Number in the space provided.

2. If you are an FAA recipient, indicate the relevant AIP Numbers covered by this report. If more than six, attach a separate sheet.

3. Specify the Federal fiscal year (i.e. October 1-September 30) in which the covered reporting period falls.

4. State the date of submission of this report.

5. Check the appropriate box that indicates the reporting period that the data provided in this report covers. If this report is due June 1, data should cover October 1 - March 31. If this report is due December 1, data should cover April 1 - September 30.

6. Name of the recipient.

7. State your annual DBE goal(s) established for the Federal fiscal year of this report to be submitted to and approved by the relevant OA. Your Overall Goal is to be reported as well as the breakdown for specific Race Conscious and Race Neutral Goals (both of which include gender-conscious/neutral goals). The Race Conscious Goal portion should be based on programs that focus on and provide benefits only for DBEs. The use of contract goals is a primary example of a race conscious measure. The Race Neutral Goal portion should include programs that, while benefiting DBEs, are not solely focused on DBE firms. For example, a small business outreach program, technical assistance, and prompt payment clauses can assist a wide variety of businesses in addition to helping DBE firms.

8-9. The amounts in items 8(A)-9(I) should include all types of prime contracts awarded and all types of subcontracts awarded or committed, including: professional or consultant services, construction, purchase of materials or supplies, lease or purchase of equipment and any other types of services. All dollar amounts are to reflect only the Federal share of such contracts, and should be rounded to the nearest dollar.

8(A). Provide the total dollar amount for all prime contracts assisted with DOT funds that were awarded during this reporting period.

8(B). Provide the total number of all prime contracts assisted with DOT funds that were awarded during this reporting period.

8(C). From the total dollar amount awarded in item 8(A), provide the <u>dollar amount</u> awarded to certified DBEs during this reporting period.

8(D). From the total number of prime contracts awarded in item 8(B), specify the <u>number</u> awarded to certified DBEs during this reporting period.

8(E). From the total dollars awarded in 8(C), provide the <u>dollar amount</u> awarded to DBEs though the use of Race Conscious methods. See the definition of Race Conscious Goal in item 7 and the explanation in item 8 of project types to include in your calculation.

8(F). From the total number of prime contracts awarded in 8(D), specify the <u>number</u> awarded to DBEs through Race Conscious methods.

8(G). From the total dollar amount awarded in item 8(C), provide the <u>dollar amount</u> awarded to certified DBEs through the use of Race Neutral methods. See the definition of Race Neutral Goal in item 7 and the explanation in item 8 of project types to include.

8(H). From the total number of prime contracts awarded in 8(D), specify the <u>number</u> awarded to DBEs through Race Neutral methods.

8(I). Of all prime contracts awarded this reporting period, calculate the <u>percentage</u> going to DBEs. Divide the dollar amount in item 8(C) by the dollar amount in item 8(A) to derive this percentage. Round percentage to the nearest tenth.

9(A)-9(I). Items 9(A)-9(I) are derived in the same way as items 8(A)-8(I), except that these calculations should be based on subcontracts rather than prime contracts. Unlike prime contracts, which may only be awarded, subcontracts may be either awarded or committed.

10(A)-11(I). For all DBEs awarded prime contracts and awarded or committed subcontracts as indicated in 8(C)-(D) and 9(C)-(D), break the data down further by total dollar amount as well as the number of all contracts going to each ethnic group as well as to non-minority women. The "Other" category includes those DBEs who are not members of the presumptively disadvantaged groups already listed, but who are determined eligible for the DBE program on an individual basis (e.g. a Caucasian male with a disability). The TOTALS value in

10(H) should equal the sum of 8(C) plus 9(C), and similarly, the TOTALS value in 11(H) should equal the sum of 8(D) plus 9(D). Column I should only be filled out if this report is due on December 1, as indicated in item 5. The values for this column are derived by adding the values reported in column H in your first report with the values reported in this second report.

12(A). Provide the total number of prime contracts completed during this reporting period that had Race Conscious goals. Race Conscious contracts are those with contract goals or another race conscious measure.

12(B). Provide the total dollar value of prime contracts completed this reporting period that had race conscious goals.

12(C). Provide the total dollar amount of DBE participation on all Race Conscious prime contracts completed this reporting period that was necessary to meet the contract goals on them. This applies only to Race Conscious prime contracts.

12(D). Provide the actual total DBE participation in dollars on the race conscious prime contracts completed this reporting period.

12(E). Of all the prime contracts completed this reporting period, calculate the percentage of DBE participation. Divide the actual total dollar amount in 12(D) by the total dollar value provided in 12(B) to derive this percentage. Round to the nearest tenth.

13(A)-13(E). Items 13(A)-13(E) are derived in the same manner as items 12(A)-12(E), except these figures should be based on Race Neutral prime contacts (i.e. those with no race conscious measures).

14(A)-14(E). Calculate the totals for each column by adding the race conscious and neutral figures provided in each row above.

15. Name of the Authorized Representative preparing this form.

16. Signature of the Authorized Representative.

17. Phone number of the Authorized Representative.

18. Fax number of the Authorized Representative.

12. Instructions for Uniform Report of ACDBE Participation

1. Insert name of airport receiving FAA financial assistance and AIP number.

2. Provide the name and contact information (phone, fax, e-mail) for the person FAA should contact with questions about the report.

3a. Provide the annual reporting period to which the report pertains (e.g. October 2005 – September 2006).

3b. Provide the date on which the report is submitted to FAA.

4. This block and blocks 5 and 6 concern *non-car rental* goals and participation only. In this block, provide the overall non-car rental percentage goal and the race-conscious (RC) and race-neutral (RN) components of it. The RC and RN percentages should add up to the overall percentage goal.

5. For purposes of this block and blocks 6, 8, and 9, the participation categories listed at the left of the block are the following: 1) "Prime Concessions" are concessions that have a direct relationship with the airport (*e.g.* a company who has a lease agreement directly with the airport to operate a concession), 2) A "subconcession" is a firm that has a sublease or other agreement with a prime concessionaire, rather than with the airport itself, to operate a concession at the airport, 3) A "management contract" is an agreement between the airport and a firm to manage a portion of the airport's facilities or operations (*e.g.*, manager the parking facilities), and 4) "Goods/services" refers to those goods and services purchased by the airport itself or by concessionaires and management contractors from certified DBEs. If reporting joint ventures with more than one agreement, count the joint venture for each agreement that they are covered by, *e.g.* a single joint venture might have 3 different agreements, they should be counted 3 times.

Block 5 concerns *all* non-car rental concession activity covered by 49 CFR part 23 during the reporting period, both new or continuing.

In Column A, enter the total concession gross revenues for concessionaires (prime and sub) and purchases of goods and services (ACDBE and non-ACDBE combined) at the airport.

In Column B, enter the number of lease agreements, contracts, etc. in effect or taking place during the reporting period in each participation category for all concessionaires and purchases of goods and services (ACDBE and non-ACDBE combined).

Because, by statute, non-ACDBE management contracts do not count as part of the base for ACDBE goals, the cells for total management contract participation (A & B) and ACDBE participation as a percentage of total management contracting dollars (G) are not intended to be filled in Blocks 5 & 6.

In Column C, enter the total gross revenues in each participation category (ACDBEs) only.

In D, enter the number of lease agreements, contracts, etc., in effect or entered into during the reporting period in each participation category for all concessionaires and purchases of goods and services (ACDBEs only).

Column E and F are subsets of Column C: break out the total gross revenues listed in Column C into the portions that are attributable to race-conscious and race-neutral measures, respectively. Column G is a percentage calculation. It answers the question, what percentage of the numbers in Column A is represented by the corresponding numbers in Column C?

6. The numbers in this Block concern only *new* non-car rental concession opportunities that arose during the current reporting period. In other words, the information requested in Block 6 is a subset of that requested in Block 5. Otherwise, this Block is filled out in the same way as Block 5.

7. Blocks 7-9 concern car rental goals and participation. In Block 7, provide the overall car rental percentage goal and the race-conscious (RC) and race-neutral (RN) components of it. The RC and RN percentage should add up to the overall percentage goal.

8. Block 8 is parallel to Block 5, except that it is for car rentals. The instructions for filing it out are the same as for Block 5.

9. Block 9 is parallel to Block 6, except that it is for car rentals. The information requested in Block 9 is a subset of that requested in Block 8. The instructions for filling it out are the same as for Block 6.

10. Block 10 instructs recipients to bring forward the cumulative ACDBE participation figures from Blocks 5 and 8, breaking down these figures by race and gender categories. **NOTE: Please report both numbers and dollars.** Participation by non-minority women-owned firms should be listed in the "non-minority women" column. Participation by firms owned by minority women should be listed in the appropriate minority group column. The "other" column should be used to reflect participation by individuals who are not a member of a presumptively disadvantaged group who have been found disadvantaged on a case-by-case basis.

11. This block instructs recipients to fill out the information on the Report of Certified ACDBE Form (Concessionaires/Subconcessionaires/ Suppliers/Management Contractors - Counted Towards the Goal or attach another document containing the same basic information for each ACDBE firm participating in its program during the reporting period. If the firm's participation numbers are reflected in Blocks 5-6 and/or 8-9, the requested information about that firm should be attached in response to this item. (Please use the ACDBE firms form).

13. DOORS - Frequently Asked Questions by Recipients

1. Q: How can I access the history reports in DOORS?

A: You can access the individual history reports by following these steps:

ACDBE reports:

- Go to the menu for the report you want to access
- For ACDBE Participation
- Go to Reports
- Past ACDBE Participation Individual
- Recipient All Years

If you want to view a list of all the report histories,

- Recipient All Years
- Recipient
- Click View.

To copy the listing, left mouse click while also clicking the control key, run your mouse over the data, and paste it into an Excel spreadsheet.

To view the ACDBE uniform form by year, select as follows:

- ACDBE Participation Individual.
- *Recipient Name*
- Year
- *View wait a few seconds and the report will appear.*

To save or print the report, go to the save icon at the top of the screen, select version (*Excel*, *PDF* or Word), save it to your computer, and print it.

DBE Awards Reports:

To access reports, select as follows:

- DBE Awards
- Past Awards Individual
- Click the FY and Period 2
- *Click on the + sign (expand)*
- Click on the name of recipient you want to view
- You will see a screen like the one below -

	Recipient	Date Entered	Entered By
<u>Select</u>	City of Philadelphia	11/22/2011 10:54:16 AM	FAA User

If this screen does not appear after 20 seconds, make sure your popup blocker is turned off - go to Tools, popup blocker and click on turn off popup blocker.

- Select (click Select) a report from the Report Listing then click 'View Report' to display. The PDF of the report will materialize
- 2. Q: I tried to logon to DOT DOORS and I keep getting a message "bad password".
 - A: Follow these steps:
 - Clear your internet cache: Go to Tools, Internet Options, Delete: Cookies, History, Temporary Files, Delete.
 - Next, check to make sure you are logged onto the correct website http://www.osdbu.dot.gov/DOORS/Application/logon.aspx
 - *Next, if you copy and paste your user ID or password, make sure there is not an extra character added, like a space.*
 - If these options do not work, contact your regional DBE Program Compliance Specialist to make sure you are using the correct user ID.
- 3. Q: I clicked on forgot password and entered my user ID and now I am locked out because the system says my user account has been placed in a reset state.
 - A: You are not locked out. DOORS has sent you an email message to reset your password. If you did not receive the email message, check your SPAM or JUNK folder. If it is not there either, please contact your regional DBE Program Compliance Specialist. When you do receive the email message, click on the link and it will take you to the DOORS create new password page. Rules for passwords are two capital letters, two small letters, two numbers, and two symbols. After you have created an acceptable password, you will be logged into DOORS. Please write down the password to use the next time you logon to DOORS.
- 4. Q: I entered my uniform data and submitted it twice but I cannot see the report in DOORS?
 - A: If you received a popup window indicating "Report Submitted" then yes, your data has been entered and is pending in the FAA Review and Approve mode. If you submitted two of them, then one will have to be returned to you to delete it. Either you or your regional FAA DBE Compliance Specialist can delete the duplicate report in the Edit Information mode. After FAA Reviews and Approves the data, you will be able to access the report (as detailed in the answer to question 1 above). You will receive an email message after FAA has approved it. If you Save the data before Submitting, you can go Submit Information and view, save or print the report before submitting it.
- 5. Q: I am still able to access FAA DOORS is it still being used?
 - A: The FAA is still using FAA DOORS on occasion to view specific DBE reports that are not yet automated in DOT DOORS. FAA DOORS will eventually be shutdown. All history data has

DOORS FAA Recipient User Guidance last updated August 1, 2012

been migrated from FAA DOORS to DOT DOORS. Please use only the new DOT DOORS system.

- 6. Q: I am trying to upload my DBE Awards form onto the DOORS site but there is no place to upload it. I also tried to enter the data on the Excel version blank form but there is no Submit option.
 - A: To add data to DOORS, go to the menu for the form you are adding data for (DBE Awards, ACDBE Participation, DBE Contractors, ACDBE firms), and click on Add Information. The text boxes on the Add screen mirror the uniform form or the firms form, depending on which form's data you are entering. Enter only the main data; DOORS calculates totals and percentages automatically.

The blank forms on DOORS are provided only for information purposes. We recommend completing the blank form or a version of it before entering the data in DOORS.

- 7. Q: I entered my data and FAA approved it but I need to make a change. How can I edit an already FAA approved record?
 - A: An FAA approved record cannot be edited, however you can re-submit the entire record. After FAA approves it, the resubmitted report will override the first report.
- 8. Q: In the past I have had to send in the actual forms for Certified DBE Contractors or ACDBE Concessionaires because the entry part of the DOORS program for this section was not working. Has this been fixed?
 - A: Our previous FAA DOORS experienced some technical problems with the DBE and ACDBE firms menus that we were unable to fix. These options work perfectly in the new DOORS. The menus are titled DBE Contractors and ACDBE firms. Enter all the data and information and click Submit.
- 9. Q: Am I able to enter data for previous fiscal years? Is there a cut-off date?
 - A: Yes, you can enter data for previous years. If there is a previous report already entered for the same year, DOORS will indicate in red letters that another report exists for the same year. If the current report you are entering replaces the previous report, click Submit. The current report you enter will override the previous report in the FAA aggregate report. When you are searching for reports, you will still see both reports however, only the current report is counted in the aggregate report.

There is no cut-off date in DOORS for entering current or previous data. However, FAA has required dates for reporting. DBE Reports should be entered by December 1 and no later than March 1 and ACDBE reports should be entered by March 1 and no later than May 1. When FAA notifies you that reports are due, FAA is collecting the previous fiscal year reports. For

example, the DBE reports that are due December 1, 2012 are for FY-2012 (October 1, 2011 through September 30, 2012).

- 10. Q: Does the system time you out after a certain amount of time while entering the data?
 - A: Generally, the system tends to time out if there is no activity (key movement) within 10 minutes. The session time you have while entering reports is 30 minutes. If you have several pages of DBE or ACDBE firms to enter, we recommend you periodically SAVE the data then go to Edit Information to complete the report. When you are done Editing, click Save. Next, go to Submit Information and click Submit.

We highly recommend that you clear your internet cache before logging onto DOORS. This will provide you with a clearer connection. In addition, if possible, we recommend using the Mozilla Firefox software since it is a faster internet software system which can help to alleviate time-outs or dropped sessions.

- 11. Q: Is there a way for recipients to upload (scan) data instead of having to type in everything?
 - A: At this time, we do not have this type of option in DOORS although it is on FAA's list of considerations for the future. We have not been able to add this type of feature because program development of such a system is very sophisticated and thus costly. FAA's future plan is to add a scanning system feature so that recipients can scan their uniform form and/or firm's data directly into DOORS or other FAA system.

14. FAA HELP DESK – CONTACT US.

Compliance Specialis	t. Our contact information is shown belo	DW.	
Nancy Cibic DOORS Lead	Great Lakes Region- Illinois, Indiana, Michigan, Minnesota, North Dakota, Ohio, South Dakota, Wisconsin New England Region- Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont	847-294- 7182	<u>nancy.cibic@faa.gov</u>
Dolores Leyva DOORS Lead Backup	Southwest Region- Arkansas, Louisiana, New Mexico, Oklahoma, Texas	310-725- 3939	dolores.leyva@faa.gov
Patricia Wright	Central Region- Iowa, Kansas, Missouri, Nebraska Western-Pacific Region- American Samoa, Arizona, California, Guam, Hawaii, Nevada	310-725- 3955	patricia.wright@faa.gov
Ricky Watson	Northwest Mountain Region- Colorado, Idaho, Montana, Oregon, Utah, Washington, Wyoming	310-725- 3940	<u>ricky.watson@faa.gov</u>
Gene Roth	Southern Region- Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee, Puerto Rico, Virgin Islands	404-305- 5256	gene.e.roth@faa.gov
Keturah Pristell	Alaskan Region- Alaska	404-305- 7392	keturah.pristell@faa.gov
Sophia Soler	Eastern Region- Delaware, Maryland, New Jersey, New York, Pennsylvania, Virginia, West Virginia	718-553- 3443	sophia.soler@faa.gov