



# CITY OF SAN MATEO

City Hall  
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[www.cityofsanmateo.org](http://www.cityofsanmateo.org)

## Agenda Report

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Agenda Number: 11

Section Name: {{section.name}}

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**TO:** City Council  
**FROM:** Drew Corbett, City Manager  
**PREPARED BY:** Public Works Department  
**MEETING DATE:** August 16, 2021

**SUBJECT:**  
Caltrans Disadvantaged Business Enterprise Implementation Agreement – Agreement

**RECOMMENDATION:**

Adopt a Resolution to approve the Caltrans Disadvantaged Business Enterprise Implementation Agreement and authorize the Public Works Director to execute the agreement in substantially the form presented.

**BACKGROUND:**

All agencies wishing to receive federal aid for transportation projects through the State of California Department of Transportation (Caltrans) must comply with Title 49 of the Code of Federal Regulations (CFR), Part 26 - Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs. The purpose of the Caltrans Disadvantaged Business Enterprise (DBE) Implementation Agreement is to acknowledge the City's compliance with the prescribed responsibilities as detailed in Caltrans' Local Assistance Manual. The DBE Implementation Agreement must periodically be re-executed to address changes to Caltrans DBE Program Plan. The previous DBE Implementation Agreement was executed in May 2009. Changes in the current DBE Implementation Agreement include elimination of certain reporting requirements, elimination of underutilized DBE contract goals, additional language to be included in construction contracts, and new requirements regarding prompt payment to contractors and subcontractors.

As required in the DBE Implementation Agreement, the Public Works Director has been designated the DBE Liaison Officer (DBELO) for San Mateo. The DBELO has a staff of several professional employees and support personnel who support developing, implementing, and monitoring the DBE program.

**BUDGET IMPACT:**

There is no budgetary impact to the City. However, the DBE Program and Agreement must be in place to receive Federal-aid funds for City projects.

**ENVIRONMENTAL DETERMINATION:**

This agreement is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

**NOTICE PROVIDED**

All meeting noticing requirements were met.

**ATTACHMENTS**

Att 1 – Proposed Resolution  
Att 2 – Agreement

**STAFF CONTACT**

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