



# Doing Business with CDOT

## A guide for newly certified DBE and ESB construction contractors

### Finding Project Opportunities

To learn about upcoming projects, keep an eye on CDOT's Scheduled Bid Openings webpage  
<https://www.codot.gov/business/bidding/future-bidding-opportunities>

Use the Plan Holder's list or the Prequalified Prime Contractor directory to identify Primes that might require your firm's services

<https://www.codot.gov/business/bidding/documents/Planholderjune%204.pdf>  
<https://www.codot.gov/business/bidding/documents/Prequalified%20Contractors>

Contact Regional Civil Rights Offices directly to get detailed information about small business opportunities on upcoming projects

<https://www.codot.gov/business/civilrights/about>

### Getting Ready to Bid

All contractors (both primes and subs) must register in CDOT's B2GNow Business Management System in order to work on construction projects.

<https://contracts.codot.gov>

All contractors wishing to bid as a Prime Contractor must be prequalified in CDOT's B2GNow Business Management System.

<https://contracts.codot.gov>

Review construction specifications so that you are aware of CDOT project requirements.

<https://www.codot.gov/business/designsupport/cdot-construction-specifications/2017-construction-standard-specs>

### Creating a Qualifications Package

Before approaching other contractors about potential work, be sure you have both a resume and a capacity sheet.

**Resumes** should include job names, dollar value, and customer contact information for every government project your firm has worked on in the last three years. Clearly state any federal or state certifications, and make sure your contact information is obvious and accurate.

**Capability sheets** should list the services you offer (e.g., asphalt paving, striping, chip and seal, etc.), your bonding capacity and insurance information, and any licensure numbers. Again, be sure your contact information is obvious and accurate.



## Networking & Marketing Your Firm

Attend pre-bid meetings wherever possible and bring your business cards, resume, and capability sheet <https://www.codot.gov/business/bidding/future-bidding-opportunities>

Attend industry events frequently and consistently for opportunities to network with Primes and other subcontractors. Keep an eye on calendars like Connect2DOT to stay apprised of chances to connect with other firms in person.

<http://www.connect2dot.org/event-calendar>

CDOT hosts quarterly **Small Business Forums** that bring together contractors, CDOT staff, and industry leaders to discuss issues related to DBE and ESB utilization and success in transportation projects. The meetings alternate focus between construction and professional services and regularly address upcoming projects, policy changes, and new initiatives.

<http://www.codot.gov/business/civilrights/smallbusiness/support/forums>

## Small Business Compliance Requirements for Prime Contractors

### DBE Participation: Good Faith Efforts

In order to be awarded a contract, the bidder/proposer must show it has committed to meeting the DBE participation contract goal or has otherwise made good faith efforts to do so. Good faith efforts include taking all necessary and practical steps to meet the contract goal that could reasonably be expected to obtain sufficient DBE participation, even if not fully successful.

<https://www.codot.gov/business/civilrights/smallbusiness/dbe/participation>

### DBE Participation: Commercially Useful Function

A DBE must always perform a commercially useful function (CUF) to count towards the contract goal. In accordance with Title 49 CFR 26.55, CDOT will evaluate whether a DBE is performing a CUF every time the DBE is listed to work on a contract.

<https://www.codot.gov/library/forms/cdot1430.pdf/view>

### Prevailing Wages & LCPTracker

Davis-Bacon and Related Acts require contractors working on federalized contracts to pay prevailing wages to their employees. Prevailing wages are predetermined hourly rates for each craft that are set by both the US Department of Labor. These laws also set guidelines for things like overtime, length of shifts/workdays, substantiation of wages, fringe benefits, and covered vs. non-covered work. CDOT uses LCPTracker to monitor wage compliance on CDOT construction projects.

<http://lcptracker.net>

### Prompt Payment & B2GNow

CDOT uses B2Gnow to track DBE participation and prompt pay on CDOT projects. All contractors must submit and confirm payments on a monthly basis.

<http://contracts.codot.gov>

## Getting Help

### CDOT Civil Rights and Business Resource Center

Main Office: 303-757-9234  
[dot\\_civilrights@state.co.us](mailto:dot_civilrights@state.co.us)  
Certifications: 303-512-4141  
[dot\\_certification@state.co.us](mailto:dot_certification@state.co.us)  
Compliance: 303-512-4140  
[dot\\_compliance@state.co.us](mailto:dot_compliance@state.co.us)

### Connect2DOT Supportive Services

Training, consulting, events, and resources for business preparation, marketing, bidding, and working on CDOT projects. These services are free for certified DBE and ESB firms and those looking to become certified.  
<http://www.connect2dot.org>

