



**Request For Approval Of Change
To Original Schedule Of Subcontractors**

49 CFR 26.53 provides that a prime may not terminate for convenience an approved DBE working on a federally-assisted contract. CRAA must be notified immediately of a DBE's inability to perform any or all of its work and the Prime's intent to obtain a substitute DBE. Primes are required to make a good faith effort to replace a DBE that is unable to perform, with another DBE, to the extent necessary to achieve the DBE goal. The substitute DBE must be approved by CRAA's Business Diversity Office and Planning & Engineering Division.

The replacement DBE cannot work on the contract until it's work eligibility has been confirmed and required subcontracts, supply, trucking commitments, or other services have been approved by the CRAA. A Letter of Intent (DBE Form 2) for any additional / substitute subcontractor(s)/supplier(s) must be submitted to the Authority for approval with this form. No additional and/or substitute subcontractor/supplier shall begin work on the project until contractor receives written approval from the Authority.

Once approved, this DBE must be included on Form DBE-3 DECLARATION OF PROPOSED DBE UTILIZATION and revised form submitted to the Manager, Business Diversity.

Project No.
Prime Contractor
Contact Name
Contact Phone
Contact Email
DBE Commitment
IF THE DBE BEING REPLACED SUBCONTRACTED WITH A LOWER TIER SUB, NAME THE "SUBCONTRACTOR" TO WHICH THE DBE HOLDS A SUBCONTRACT X _____

Name of DBE Firm Being Replaced	Dollar Value Committed To This DBE	Value Of Work Performed To Date
Reason For Replacement:		
<input type="checkbox"/> DBE Firm Has Been Provided 5 Days Notice Per 49 CFR 26.53(5))		
Replacement DBE Firm Name		
Replacement DBE Contact Person Name		
Address		City, State Zip
Phone	Fax	Email
Description Of Type Of Work To Be Provided By DBE Replacement Firm		
DBE Credit May Only BE Claimed For Types Of Work In Which The DBE Firm Is Certified To Perform. DBE Work Classification Eligibility Can Be Verified By Logging Onto The Ohio Unified Certification Program (OH UCP) Website At www.ohiucp.org .		
Dollar Amount of Subcontract		If the firm is acting as a supplier/regular dealer, calculate 60% of total value:
Acknowledged By:		
CERTIFICATION OF AFFIDAVIT		
The above information is true and complete to the best of my knowledge and belief. I further understand and agree that this certification shall become a part of my contract with the Columbus Regional Airport Authority.		
DBE Authorized Signature	Title	Date
Prime Contractor/Consultant Authorized Signature	Title	Date
CRAA Project Manager Authorized Signature	Title	Date
DBELO Authorized Signature	Title	Date