

SPECIAL DBE CLOSEOUT REQUEST

REVISED 10/31/2025

To comply with the federal regulations Interim Final Rule (IFR)
Projects Awarded Prior to **October 3, 2025**

AWARD DATE: _____ Contract/File #: _____ Date: _____ RCE: _____ SCDOT PS or LPA Contact: _____ Consultant: _____ Phone: _____ Prepared By: _____ Office #: _____	PROGRAM TYPE: Construction: ____ Professional Service: ____ LPA: ____ CONTRACT TYPE: Federal ____ OR State ____ Contract Amount: \$ _____ DBE Committal Amount: \$ _____ Final DBE Committal Amount Paid \$ _____ DBE Goal Amount: \$ _____ Final DBE Amount Paid: \$ _____
--	---

Choose ONLY One Category that is Applicable

Submit Quarterly Reports (QTRs) and the Tracking Spreadsheets on projects through September 30, 2025 ending with **Q32025**. Do not submit QTRS for time periods beyond **Q32025** until further notice.

☐

NO GOAL

☐

ALL COMMITMENTS MET

☐

ALL COMMITMENTS NOT MET

- Submit final supporting documents for approved DBE replacements and a general summary memo explaining the shortfall. **SCDOT will not place sanctions on projects where the goal has not been met with the committed DBEs.**

Return To: Minority & Small Business Affairs (MSBA)
Carolyn G. Burton, DBE Program Development Manager
DBE Reporting and Data Management Unit via email to
burtoncg@scdot.org or contact via telephone if necessary: (803) 737-0740

*DBE Reporting & Data
Management Unit RECEIVED*

Received: _____
Entry Date: _____
Initials: _____