

SPECIAL DBE CLOSEOUT REQUEST

REVISED 02/12/2026

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

<p>AWARD DATE: _____</p> <p>Contract/File #: _____</p> <p>Date: _____</p> <p>RCE: _____</p> <p>SCDOT PS or LPA Contact: _____</p> <p>Consultant: _____</p> <p>Phone: _____</p> <p>Prepared By: _____</p> <p>Office #: _____</p>	<p style="text-align: center;">PROGRAM TYPE:</p> <p>Construction: _____ Professional Service: _____ LPA: _____</p> <p>CONTRACT TYPE: Federal _____ OR State _____</p> <p>Contract Amount: \$ _____</p> <p>.....</p> <p>DBE Committal Amount: \$ _____</p> <p>Final DBE Committal Amount Paid \$ _____</p> <p>DBE Goal Amount: \$ _____</p> <p>Final DBE Amount Paid: \$ _____</p>
--	---

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

- SCDOT district personnel/appointed consultants submit closeout, if applicable final supporting documents of approved DBE replacements and a general summary memo explaining the shortfall to DBECloseouts@scdot.gov.
- SCDOT will not place sanctions on projects where the goal has not been met with the committed DBEs.

General Memo TO: Disadvantaged Business Enterprise (DBE) Office
Carolyn G. Burton, DBE Program Development Manager
DBE Reporting and Data Management Unit via email to
burtongc@scdot.gov or contact via telephone if necessary: (803) 737-0740

*DBE Reporting & Data
Management Unit RECEIVED*

Received: _____
Entry Date: _____
Initials: _____