

NAME OF PRIME CONTRACTOR: _____ PRIME PROJECT MANAGER: _____ CONTACT PHONE: _____

MBE PRIME: No Yes MDOT #: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP CODE: _____

CAMPUS/ PROJECT NAME: _____ CONTRACT/ PROJECT NO: _____

PRIME CONTRACT ORIGINAL CONTRACT DOLLAR AMOUNT: _____

PRIME CONTRACT CURRENT TOTAL DOLLAR AMOUNT (Including Change Orders): _____

TOTAL PAYMENTS RECEIVED BY PRIME _____

REPORT FOR MONTH/ YEAR: _____ FINAL REPORT: No Yes COMPLETION DATE: _____

List ALL MBE firms named on the MBE Participation Plan of the project including the MBE Prime if self performing:

NAME of MBE FIRM (MDOT)	WORK/ SERVICE PERFORMED	ORIGINAL SUB-CONTRACT AMOUNT	CURRENT SUB-CONTRACT AMOUNT (Including Change Orders)	PAID THIS MONTH	PAID TO DATE	AMOUNT OF PAYMENTS OVER 30 DAYS LATE*	BALANCE TO FINISH	WORK STARTED? (Y/N)	WORK COMPLETE? (Y/N)

As an authorized representation for the firm below, I certify that the information above is true and correct.

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____ DATE: _____

PRINTED NAME & TITLE: _____ E-MAIL: _____

FIRM: _____ PHONE: _____ FAX: _____

MBE Liaison
University of Maryland
Email: mbe@umd.edu
Fax: (301) 314-9565

Please submit this Report monthly and assure MBE Subcontractors submit MBE Subcontractor Payment Reports (MBE Attachment 5) monthly to:

***NOTE: Attach an explanation of the reason for any subcontractor payments that are over 30 days late. On State construction contracts, ensure that subcontractors are paid any undisputed amount to which the subcontractor is entitled within 10 calendar days of receiving a progress or final payment from the State and otherwise comply with COMAR 21.10.08**