

TOWN OF TRUCKEE
DISADVANTAGED BUSINESS ENTERPRISE (DBE)
GOOD FAITH ADMINISTRATIVE RECONSIDERATION PROCESS

The Town of Truckee Engineering Division of the Public Works Department let contracts that may be subject to Administrative Reconsideration with the Truckee Reconsideration Panel.

Within five business days of being informed by the Town of Truckee that it is not a responsive bidder, due to the lack of sufficient documentation of DBE good faith efforts, a bidder may request administration reconsideration. Requests for reconsideration must be sent in writing to:

Reconsideration Official
Town of Truckee
Engineering Department
10183 Truckee Airport Road
Truckee, CA 96161

Three Town of Truckee representatives make up the three-person panel. Those representatives are provided by the Engineering Division, the Community Development Department, the Town Clerk Department, or the Administrative Services Department or their designees. The Engineering Division chairs the Administrative Reconsideration Panel providing the final decision on behalf of the Town of Truckee. None of the participating panel members will have played any role in the original determination that the bidder did not document sufficient good faith efforts.

As part of the reconsideration, the bidder will have the opportunity to provide written documentation or argument concerning the issue whether it met the goal or made adequate good faith efforts to do so. An administrative reconsideration meeting is informal and is not considered a public meeting because a bidder may present proprietary and confidential information, such as bid spreadsheets or estimates to address the issues raised in the contract evaluation. The bidder is also allowed to present information substantiating or clarifying its DBE submittal. No new information can be brought and the Town will only consider information pertaining to efforts made prior to bid opening.

The Town of Truckee will send the bidder a written decision on reconsideration, explaining the basis for the finding that the bidder did not meet the goal or make adequate good faith efforts to do so. The result of the reconsideration process is not administratively appealable to the California Department of Transportation (Caltrans).