DBE NOTIFICATION OF INTENT TO TERMINATE:

Date

DBE FIRM

District Address

City, State Zip

Ref: Intent to Terminate Project XX-XXXXXX

Pursuant to Code of Federal Regulations, Title 49, Section 26.53 (49 CFR 26.53) and Caltrans 2022 Standard Specifications Section 5-1.13(B), this letter is to inform you we will be initiating a requestion to terminate your firm from the above Caltrans contract for the following reason(s):

Provide an explanation for the reason for termination request.

In accordance with the 49 CFR 26.53 you have 5 days from the date of this letter to respond. If you object to the termination you may submit written objection to either our office or Caltrans district using the below information:

Caltrans Contact Name

E-mail address

Physical/Mailing Address

City, State Zip

Sincerely,

Prime Contractor