



### Construction Oversight Engineers (COE)

**Girmay Beyene**  
Girmay.Beyene@dot.ca.gov  
(916) 275-4587  
COE Program Manager  
Dist. 4, North half only

**Patrick Dussell**  
Pat.Dussell@dot.ca.gov  
(916) 202-9216  
Dist. 4, Acting for Dist. 5

**Sereen "Shack" Neelga**  
Sereen.Neelga@dot.ca.gov  
(916) 205-9908  
Dist. 7

**Osama Abu-Markhiieh**  
Osama.Abu-Markhiieh@dot.ca.gov  
(916) 205-8813  
Dist. 1, 2, 3

**Blas Martinez Jr.**  
Blas.Martinez@dot.ca.gov  
(916) 205-6145  
Dist. 6, 10

**Chad Yang**  
Chad.Yang@dot.ca.gov  
(916) 205-8839  
Dist. 8, 9

**Anna Alonso**  
Anna.Alonso@dot.ca.gov  
(916) 205-9947  
Dist. 11, 12

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### Construction Oversight Program: Reviews

**Types of COE Reviews**

**Pre-Construction Reviews**  
<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/lapm/c16/pre-construction.pdf>

**Mid-Construction Reviews**  
<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/lapm/c16/mid-construction.pdf>

**Post-Construction Reviews**  
<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/lapm/c16/post-construction.pdf>

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COE Review of DBE Program during construction

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Answer

1. False. Subcontracting Request form (Exhibit 16-B) must be used for all projects if subcontractors are used.

2. True. Prime contractor performs at least 30% of the total contract work, or the % specified in the Special Provisions, whichever is greater.

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Division of Local Assistance  
Architectural & Engineering (A&E) Branch

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**Bing Luu, Program Manager**

Procurement Oversight Engineers

The' Pham: Districts 1, 2, 3  
 Pam Wells: Districts 4 (NAP, SON, MRN, SF, SM), 5, 6  
 John Yang: Districts 7, 11, 12  
 Bing Luu: District 9  
 Hiep Nguyen: Districts 4 (SOL, CC, ALA, SCL), 8, 10

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### A&E Consultant Contracts

- Refer to LAPM Chapters 9 (DBE requirements) and 10 (consultant procurement)
- DBE requirements apply to all federally-funded A&E contracts
- DBE goals must be stated in solicitation documents and advertisement (RFQ/RFP)
  - Include Exhibit 10-1: *Notice to Proposers DBE Information*
- The submitted proposal must include Exhibit 10-O1: *Consultant Proposal DBE Commitment*
- The executed contract must include Exhibit 10-O2: *Consultant Contract DBE Commitment*

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### A&E Consultant Contracts

- On-call contracts
  - Establish DBE goal at the master on-call contract level
  - Exhibit 10-G: *Individual A&E Task Order DBE Tracking Sheet* must be used to track percentage of DBE per task order
- Project completion – Submit the following:
  - Exhibit 17-F: *Final Report – Utilization of Disadvantaged Business Enterprises (DBE) and First-Tier Subcontractors*
  - Exhibit 17-F1: *Final Report – Utilization of Disadvantaged Business Enterprises for On-call Contracts*
  - Exhibit 17-O: *DBE Certification Status Change*
- Include Title VI assurances in the contract agreement language (see Exhibit 10-R: *A&E Boilerplate Agreement Language* template)

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