



## JOINT VENTURE OVERVIEW

A **Joint Venture** is defined under 49 CFR §23.3 as an association of an ACDBE firm and one or more other firms formed to carry out a single, for-profit business enterprise. In this arrangement, all parties combine their property, capital, efforts, skills, and knowledge, and the ACDBE must be responsible for a distinct, clearly defined portion of the work. An ACDBE's share of capital contribution, control, management, risks, and profits must be commensurate with its ownership interest.

To be eligible for ACDBE participation credit, the joint venture must:

- Be governed by a written agreement that clearly outlines the roles, responsibilities, and contributions of each party.
- Ensure the ACDBE performs a commercially useful function with its own forces or with demonstrable control over assigned staff.
- Demonstrate that the ACDBE's participation is real, substantial, and quantifiable, not merely symbolic or advisory.

DEN requires submission of the following documentation along with the RFP response to evaluate the proposed joint venture for ACDBE eligibility:

1. ACDBE Commitment Form
2. A Letter of Intent (LOI) for each ACDBE Owner
3. Joint Venture Eligibility and Affidavit Form (this form)
4. Draft Joint Venture Agreement (See [2025 ACDBE Joint Venture Guidance](#))
5. Any additional supporting documentation as requested by DEN to verify compliance with 49 CFR Parts 23 and 26 and the 2025 ACDBE Joint Venture Guidance.

During the open submission period, please direct comments and questions related to this RFP to [contract.procurement@flydenver.com](mailto:contract.procurement@flydenver.com).

For general ACDBE related questions email [DEN-ACDBE@flydenver.com](mailto:DEN-ACDBE@flydenver.com).