

BIDDER/PROPOSER: _____

1.0 BIDDER/PROPOSER OR JOINT VENTURER MBE/WBE STATUS

(Check all applicable)

N/A _____

- 1.0 Indicate (X) whether the Bidder/Proposer qualifies as a Certified MBE/WBE.

Bidder/Proposer must be a Certified MBE/WBE at the time of bid/proposal opening.

- 2.0 Indicate (X) whether the Bidder/Proposer is a Joint Venture/partnership with a Certified MBE/WBE.

- 3.0 Indicate (X) whether the Joint Venture/partnership Bidder/Proposer requests consideration as a MBE/WBE.

If Bidder/Proposer is a Joint Venture/partnership and requests consideration as a MBE/WBE, a copy of the signed Joint Venture/partnership agreement along with a copy of the MBE/WBE Certification Letter must be submitted with the Bid/Proposal.

2.0 MBE/WBE VALP AFFIDAVIT

Bidders/Proposers completion of the MBE/WBE VALP Affidavit is strictly voluntary.

To the best of its knowledge, the Bidder/Proposer hereby affirms one of the following:

- The Voluntary MBE ?? percent (??%) and WBE ?? percent (??%) Anticipated Levels of Participation was met, which is reflected on the Bid/Submittal Forms entitled LIST OF PROPOSED SUBCONTRACTORS/SUPPLIERS and BIDDER/PROPOSER OR JOINT VENTURER MBE/WBE STATUS.

Executed on _____, 200____, at _____, _____
(Date) (City) (State)

Typewritten or Printed Name

Signature of Authorized
Official

Title

MBE/WBE SUBCONTRACTORS AND SUPPLIERS INSTRUCTIONS

Participation by Subcontractors and Suppliers shall be documented on the following Bid/Proposal Form entitled MBE/WBE LIST OF PROPOSED SUBCONTRACTORS/SUPPLIERS. Information pertinent to this form is provided below. The form may be duplicated if needed for listing additional Subcontractors/Suppliers.

In compliance with the requirements of Metro's IFB/RFP, each Bidder/Proposer shall provide the following information on the Bid/Proposal Form entitled MBE/WBE LIST OF PROPOSED SUBCONTRACTORS/SUPPLIERS for **each and every** Subcontractor/Supplier (including MBE/WBEs) who will perform work, labor, or render service to Bidder/Proposer in an amount in excess of one-half of one percent (>0.5%) of the Total Bid Price. Bidder/Proposer shall list only one Subcontractor for any one portion of the Work.

- Name of Subcontractor
- Dollar Value of Each Subcontract
- Subcontractor's Address
- Provide a clear and precise description of the portion (scope) of Work that will be done by each Subcontractor
- MBE/WBE Certification letter (if required)

If the Bidder/Proposer does not include the above information in its bid/proposal, the bid/proposal may be found non-responsive.

If the Bidder/Proposer fails to specify a Subcontractor for any portion of the Work to be performed under the Contract, it shall be deemed to have agreed to perform such portion itself. Subsequent subletting or subcontracting of any portion of the Work in an amount in excess of one-half of one percent (>0.5%) of the Total Bid Price, for which no Subcontractor was designated in the original bid/proposal, shall only be permitted in cases of public emergency or necessity and then only after Metro approval. Where a specialty Subcontractor is required, the Contractor shall include the Subcontractor's license number and expiration date.

All MBE/WBE Subcontractors/Suppliers, regardless of the percentage of Work to be performed, should be listed on the Bid/Proposal Form entitled MBE/WBE LIST OF PROPOSED SUBCONTRACTORS/SUPPLIERS. Non-MBE/WBE Suppliers do not have to be listed. Further details for designating MBE/WBEs is provided in the MBE/WBE Supplemental Instructions to Bidder/Proposer Article entitled DESIGNATION OF SUBCONTRACTORS AND SUPPLIERS.

MBE/WBE firms certified by Metro are encouraged to submit a copy of the MBE/WBE certification letter with the bid/proposal. This letter is required for verification purposes. It is incumbent upon the Bidder/Proposer to verify the certification status of any of its proposed MBE/WBE Subcontractors/Suppliers by contacting the Certification Hotline (213) 922-2600 prior

to the bid/proposal submittal. To obtain the most current and accurate information, it is recommended that verification be made within 72 hours prior to the bid/proposal due date.

ALL BIDDERS/PROPOSERS ARE ADVISED TO THOROUGHLY READ AND FOLLOW ALL INSTRUCTIONS ON IFB/RFP DOCUMENTS FOR THE MOST CURRENT SUBMITTAL REQUIREMENTS.

MBE/WBE LIST OF PROPOSED SUBCONTRACTORS/SUPPLIERS

(All Subcontractors > 0.5% of Total Bid Price and all MBE/WBE firms of any contract amount. Use additional sheets as necessary.)

Name: _____ Provide Complete Description of Work to be Performed¹ _____

Address: _____

Contact Person: _____

Telephone: _____

License No.: _____ License Expires: _____

Subcontractor Supplier
 Regular Dealer Broker
 Manufacturer Other (specify)

Dollar Value of Work² \$ _____

MBE/WBE Currently Yes No
 Certified³

Certifying Agency⁴ _____

Name: _____ Provide Complete Description of Work to be Performed¹ _____

Address: _____

Contact Person: _____

Telephone: _____

License No.: _____ License Expires: _____

Subcontractor Supplier
 Regular Dealer Broker
 Manufacturer Other (specify)

Dollar Value of Work² \$ _____

MBE/WBE Currently Yes No
 Certified³

Certifying Agency⁴ _____

¹ Description of work must be sufficiently complete to establish whether subcontracted work is to be performed by a "Subcontractor", "Supplier", "Broker", "Regular Dealer", or "Manufacturer". (See Sample Contract for definition of terms).

² Metro will calculate credit for the participation of MBE/WBE suppliers of equipment, materials, and supplies as follows: sixty (60%) percent of the dollar value for equipment, materials and supplies required under the contract and obtained from a regular dealer. One hundred (100%) percent of the dollar value for equipment, materials and supplies obtained from a MBE/WBE manufacturer or from a MBE/WBE supplier who substantially alters the materials before resale.

³ MBE/WBE Subcontractor, Supplier, Regular Dealer, Broker or Manufacturer must be certified at time of bid/proposal due date.

⁴ Acceptable certifying agencies are listed in the SUBCONTRACTORS AND SUPPLIERS INSTRUCTIONS herein.

