

## EVIDENCE OF GOOD FAITH EFFORTS – FORM C

This completed form **and** supporting documentation **must** be submitted with the Bid Package if the information on FORM A indicates you cannot meet the DBE Goal established for this Contract.

**Bidder Name:** \_\_\_\_\_

**Project Name:** \_\_\_\_\_ **Project #:** \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_

To determine whether a Bidder has demonstrated Good Faith Efforts to reach the DBE utilization goal(s) on the above-referenced project, the DBELO will consider, **AT A MINIMUM**, evidence of GOOD FAITH EFFORTS as described in the table below together with the required supporting documentation. All supporting documentation and evidence of good faith efforts must be clearly labeled and submitted with this form.

The list below is not a mandatory checklist, nor is it intended exclusive or exhaustive. Efforts under each listed category are not determinative and the totality of the efforts will be evaluated applying the standards set forth in 49 C.F.R. Part 26 and the DBE Program.

YES (✓)	NO (✓)	EVIDENCE OF GOOD FAITH EFFORTS
		<b>PRE-BID MEETING(S):</b> The Bidder attended all pre-bid meetings scheduled by the City to inform DBEs of contracting and subcontracting opportunities.
		<b>ADVERTISEMENT:</b> The Bidder advertised in general circulation and/or trade association publications concerning subcontracting opportunities, and allowed DBEs reasonable time to respond.
		<b>WRITTEN NOTICE(S):</b> The Bidder took the necessary steps to provide written notice in a manner reasonably calculated to inform DBEs of subcontracting opportunities and allowed sufficient time for them to participate effectively.
		<b>INFORMATION:</b> The Bidder provided interested DBEs with adequate information about the plans, specifications and requirements of the subcontract.
		<b>GOOD FAITH NEGOTIATIONS:</b> The Bidder negotiated in good faith with interested DBEs and did not reject DBEs as unqualified without sound business reasons based on a thorough investigation of their capabilities.
		<b>CONTRACT RECORDS:</b> The Bidder has maintained the following records for each DBE that has bid on the subcontracting opportunity: 1. Name, address, and telephone number; 2. A description of information provided by the Bidder or subcontractor; and 3. A statement of whether an agreement was reached, and if not, why not, including any reasons for concluding that the DBE was unqualified to perform the job.
		<b>COMMUNITY RESOURCES:</b> The Bidder used the services of available community organizations, small and/or disadvantaged business assistance offices and other organizations that provided assistance in the recruitment and placement of DBE firms.
		<b>SMALL CONTRACT(S):</b> The Bidder selected specific portions of the Work to be performed by DBEs in order to increase the likelihood of meeting the DBE goals (including breaking down contracts into smaller units to facilitate DBE participation).
		<b>GOOD FAITH NEGOTIATIONS:</b> The Bidder negotiated in good faith with interested DBEs and did not reject DBEs as unqualified without sound business reasons based on a thorough investigation of their capabilities.
		<b>FOLLOW-UP:</b> The Bidder followed-up initial indications of interest by DBEs by contacting those DBEs to determine with certainty if they remained interested in bidding.