**CBI Template for CMAR RFQs**

**Charlotte Business INClusion Program**

Pursuant to the Charlotte City Council’s adoption of the Charlotte Business INClusion (CBI) Policy, the CBI program promotes diversity, inclusion, and local business opportunities in the City’s contracting and procurement process for Minority-owned Business Enterprises (MBE), Women-owned Business Enterprises (WBE), and Small Business Enterprises (SBE) with a significant business presence in the Charlotte-Gastonia-Salisbury Combined Statistical Area (CSA). Please go to [www.charlottebusinessinclusion.com](http://www.charlottebusinessinclusion.com) to access the CBI Policy and other available information.

The CSA consists of the following: (i) the North Carolina counties of Anson, Cabarrus, Cleveland, Gaston, Iredell, Lincoln, Mecklenburg, Rowan, Stanly, and Union; (b) the South Carolina counties of Chester, Lancaster, and York.

You are highly encouraged to consider any and all possibilities for MBE, WBE, and/or SBE participation on this project. A complete list of all MBEs, SBEs, and WBEs registered with the City is available at <https://charlotte.diversitycompliance.com> by clicking the “Search Certified Directory” tab. If a MBE or WBE is not registered with the City prior to the submission of the firm’s proposal but desires to work with the firm, then the responsibility falls to the vendor, MBE, or WBE to meet the requirements for registration.

All “Construction Management at Risk” projects are subject to Part G of the CBI Policy. The City will negotiate CBI participation goals with the selected firm but the goal for the Pre-construction Phase, if any, and Construction Phase will be negotiated separately. The Firm and the City will agree to a Participation Plan that defines subcontracting goals, including the outreach and other efforts the Firm will undertake to meet the subcontracting goals. After award and during the course of the project, the selected firm will be required to report all payments in the CLTInclusion system at <https://charlotte.diversitycompliance.com> for all firms participating on the project (both certified and non-certified).

Any CBI participation goal and the Participation Plan will be made part of the selected firm’s agreement with the City.

In evaluating the firm’s proposal, the City may take into account: (1) the firm’s past performance in meeting MBE, WBE and SBE goals; (2) the firm’s Participation Plan; and (3) the Participation Plan submitted by other firms in comparison to the firm’s Participation Plan.