



**CBI FORM 3A: Subcontractor/Supplier Utilization Commitments –
ALTERNATES**

Copy this CBI Form 3A as needed.

In the event Alternates are selected by the City, the established Subcontracting Goal(s) for this Contract will apply to the total contract amount, including contingency and the selected Alternates (“Total Contract Amount”). In such an instance, Bidders must identify additional MBE or SBE commitments (for all tiers) and submit CBI Form 3A showing all commitments made after Bid Opening.

Bidder is not exempt from the CBI requirements due at bid time. In order to submit CBI Form 3A showing additional MBE or SBE commitments, a Bidder MUST either (i) have submitted CBI Form 3 within twenty-four (24) hours of Bid Opening with 100% (or more) of the established Subcontracting Goal(s) met on the Total Contract Amount, or (ii) have met the Good Faith Efforts and Good Faith Negotiation requirements set forth in Part B Sections 4 and 5 and Part C Sections 4 and 5 of the CBI Policy. If the Bidder fails to meet either the established Subcontracting Goal(s), or the Good Faith Efforts and Good Faith Negotiation requirements set forth in Part B Sections 4 and 5 and Part C Sections 4 and 5 of the CBI Policy, the Bid shall be rejected.

<small>A Bidder must submit CBI Form 3A within three (3) Business Days after the City requests it.</small>		
Bidder Name:		
Project Name:		
Project Number:		
MBE Goal:	SBE Goal:	

List below the additional MBE or SBE commitments that you intend to use on this Contract, committed post-Bid Opening, as a result of alternates selected by the City. Scopes of work and NIGP codes listed below on Form 3A cannot have been listed on CBI Form 3, unless the amended utilization is associated with an MBE or SBE already listed on CBI Form 3.

Name of MBE, SBE	Description of work / materials	NIGP Commodity Code	Vendor #	Total Projected Utilization (\$)

Form 3A MBE Utilization	\$ _____
Form 3A SBE Utilization	\$ _____
Initial Form 3 MBE Utilization	\$ _____
Initial Form 3 SBE Utilization	\$ _____
Cumulative MBE Utilization (Form 3 & Form 3A)	\$ _____
Cumulative SBE Utilization (Form 3 and Form 3A)	\$ _____
Total Contract Amount (including Contingency and alternates selected by the City)	\$ _____
Percent MBE Utilization (Cumulative MBE Utilization <i>divided by</i> Total Contract Amount)	_____ %
Percent SBE Utilization (Cumulative SBE Utilization <i>divided by</i> Total Contract Amount)	_____ %

Your signature below indicates that the undersigned Business Enterprise certifies and agrees that: (a) It has complied with all provisions of the CBI Policy; and (b) failure to properly document such compliance in the manner and within the time periods established by the CBI Policy shall constitute grounds for rejection of your bid.

_____ Signature of Authorized Official	_____ Printed Name	_____ Title	_____ Submittal Date
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