

Solicitation Number: _____ (to be filled in by Contractor)

The City of Austin has determined that no goals are appropriate for this project. Even though no goals have been established for this solicitation, the Bidder is required to comply with the City's MBE/WBE Procurement Program should they self identify areas of subcontracting opportunity. This form must be complied with, completed, and signed or the Bidder may be deemed non-compliant.

Specifically, if any service is needed to perform the Contract and the Bidder does not perform the service with its own workforce or if supplies or materials are required and the Bidder does not have the supplies or materials in its inventory, the Bidder shall contact the Department of Small and Minority Business Resources (SMBR) at (512) 974-7600 to obtain a list of City-certified MBE and WBE firms available to perform the service or provide the supplies or materials. The Bidder must also make a Good Faith Effort to use available City-certified MBE and WBE firms. Good Faith Efforts, as defined by the City Code, Chapter 2-9 (A-D)-21, include, but are not limited to, contacting the listed MBE and WBE firms to solicit their interest in performing on the project; using City-certified MBE and WBE firms that have shown an interest, meet qualifications, and are competitive in the market; and documenting the results of the contacts. Post-submission and award, Bidder is also subject to the applicable provisions of the City's MBE/WBE Procurement Program at City Code, Chapter 2-9.

Will subcontractors or subconsultants or suppliers be used to perform portions of this contract?

- No - If no, please sign the No Goals Form and submit it with your Bid/proposal in a sealed envelope.
- Yes - If yes, please contact SMBR to obtain further instructions and an availability list, and perform Good Faith Efforts. Complete and submit the No Goals Form and the No Goals Utilization Plan with your Bid/proposal in a sealed envelope.

After contract award, if your firm subcontracts any portion of the Contract, it is a requirement to complete Good Faith Efforts and the No Goals Utilization Plan, listing any subcontractor, subconsultant or supplier. Return the completed Plan to the Project Manager or the Contract Manager.

I understand that even though no goals have been established, I must comply with the City's MBE/WBE Procurement Program if subcontracting areas are identified. I agree that this No Goals Form and No Goals Utilization Plan shall become a part of my contract with the City of Austin.

Company Name

Name and Title of Authorized Representative (Print or Type)

Signature _____ Date _____

MBE/WBE NO GOALS UTILIZATION PLAN

Section 00450

Solicitation Number: _____ (to be filled in by Contractor)

PRIME CONTRACTOR/CONSULTANT COMPANY INFORMATION

Name of Contractor/Consultant			
Address			
City, State Zip			
Phone		Fax Number	
Name of Contact Person			
Is company City certified?		Yes <input type="checkbox"/> No <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> MBE/WBE Joint Venture <input type="checkbox"/>	

I certify that the information included in this No Goals Utilization Plan is true and complete to the best of my knowledge and belief. I further understand and agree that the information in this document shall become part of my Contract with the City of Austin.

Name and Title of Authorized Representative (Print or Type)

Signature

Date

Provide a list of all proposed subcontractors/subconsultants/suppliers that will be used in the performance of this Contract. **Attach Good Faith Efforts documentation if non MBE/WBE firms will be used.**

Sub-Contractor/Consultant	
City of Austin Certified	MBE <input type="checkbox"/> WBE <input type="checkbox"/> Ethnic/Gender Code: <input type="checkbox"/> NON-CERTIFIED
Vendor ID Code	
Contact Person	Phone Number:
Amount of Subcontract	\$
List commodity codes & description of services	
Reason why MBE/WBE not used	

Sub-Contractor/Consultant	
City of Austin Certified	MBE <input type="checkbox"/> WBE <input type="checkbox"/> Ethnic/Gender Code: <input type="checkbox"/> NON-CERTIFIED
Vendor ID Code	
Contact Person	Phone Number:
Amount of Subcontract	\$
List commodity codes & description of services	
Reason why MBE/WBE not used	

For Department of Small and Minority Business Resources Use Only:

Having reviewed this plan, I acknowledge that the proposer (HAS) or (HAS NOT) complied with Section 00450 of the Solicitation Documents.

Reviewing Counselor _____ **Date** ____ **Director/Deputy Director** _____ **Date** ____

END