

Description of Amendment (Continued):

The following changes are made to the solicitation referenced in Block 7A of the previous page.

This Amendment forms a part of the Contract Documents and modifies, deletes, and/or adds to the original solicitation documents as noted below.

B. Revisions to RFP – The following changes are hereby made to **RFP No. 63973-F:**

1. Section 00100A Minority Business Enterprise Participation (August 2017)
Subsection A; Item 3.4.1 Goal and Sub-goals

DELETE Items 3.4.1, .1 and .2 and **REPLACE** as follows:

The minority business enterprise participation goal is **ten percent (10%)** of the total amount of the Contract. There are no subgoals on this project.

End of Amendment A002



UNIVERSITY OF
MARYLAND
DEPARTMENT OF PROCUREMENT AND STRATEGIC SOURCING

Chesapeake Building Room 2113-R
4300 Terrapin Trail
College Park, Maryland 20742-3111
301.405.5813 TEL 301.314.9565 FAX

**General Contracting Services
Confucius Institute
RFP No. 63973-F
University of Maryland College Park**

PRE-PROPOSAL MEETING MINUTES

MEETING DATE: January 12, 2018; 11:00 AM

LOCATION: University of Maryland College Park, Service Building, Rm 0600M

ATTENDEES: See attached Sign-in Sheet

PUBLISHED: January 18, 2018

A. Introductions and Opening Remarks

- The meeting started on or around 11:15 AM with a review of the meeting agenda and brief introductions of personnel involved in the project and contractors in attendance.

B. Project Scope was reviewed by Lou Fisher (See Section B of attached Agenda).

C. General Information – Rex Fitch reviewed the following (See Section C of attached Agenda):

- Issuing office is sole point of contact;
- Technical and Price Proposal Due Date: February 2, 2018 by 3:00 PM. **Late proposals cannot be accepted!**
- Procedures for submitting questions. Deadline for submitting question/clarification issues is **January 24, 2018** by close of business. Submit in writing to Rex Fitch: rnfitch@umd.edu.
- Proposal Security.
- MBE Participation

D. Information Available to Proposers – Participants were informed to carefully review Section 00200 of the RFP.

E. Proposals and Evaluation, Section 00300 of RFP:

- Rex Fitch reviewed submittal procedures, evaluation factors for technical proposals, and documents to be submitted with proposals. Participants were instructed to review this section in its entirety.

F. Questions and Answers:

1. How should material and equipment be submitted?
Response: A submittal schedule matrix is provided in bid the drawings.
2. Does the University hold retention?
Response: Yes, 5% retention will be held.
3. What are the University's payment terms?
Response: Payment terms are thirty (30) days after the University's receipt of a proper invoice from the contractor. See Part II of RFP, General Terms and Conditions of the Contract, Pur-046 (2/14), Section 8 (Payments) for additional information. Also see RFP Section 00100, Instructions to Proposers, paragraph AA, Electronic Funds Transfers (EFT)
4. Who has responsibility for permits?
Response: Contractor is only responsible for WSSC permit.

G. Site Visit was conducted by Lou Fisher

NOTE: See attached Pre-Proposal Meeting Agenda for more details regarding the information referenced above. Please review Request for Price Proposal, including any subsequent amendments, in its entirety.

END OF MEETING MINUTES

Attachments:

Pre-Proposal Meeting Sign-In Sheet
Pre-Proposal Meeting Agenda (01/12/18)



UNIVERSITY OF
MARYLAND
DEPARTMENT OF PROCUREMENT AND STRATEGIC SOURCING

Chesapeake Building Room 2113-R
4300 Terrapin Trail
College Park, Maryland 20742-3111
301.405.5813 TEL 301.314.9565 FAX

**Pre-Proposal Meeting Agenda
General "Contracting Services
Confucius Institute
Service Building, Room 600M
University of Maryland College Park
January 12, 2018; 11:00 AM**

A. Introductions & Opening Remarks (Rex Fitch –UMCP)

B. Project Scope (Lou Fisher):

Project Information

1. Project Name and QC Number: **Confucius Institute, QC 15400**
2. Building/Location: **Adelphi Road Office Annex (#803)**
3. Project Manager: **Lou Fisher**

Overview

The Adelphi Road Office Annex will serve as the location for a Model Confucius Institute. The Confucius Institute is a non-profit public educational organization affiliated with the Ministry of Education of the People's Republic of China, whose aim is to promote Chinese language and culture, support local Chinese teaching internationally, and facilitate cultural exchanges.

Background:

1. The University has completed the following: 1) waterproof the basement foundation and installed rain leaders from the downspouts to a new outfall; 2) abatement and removal of affected material.
2. The University is currently in the process of replacing the septic field. The new septic field is not in project scope. The project scope will include tie-in to the new field only.

Specific Requirements

The overall scope consists of:

Base id to include: re-use of the residential section of the house; demolition of the garage; new addition

Scope to include:

1. The interior walls, bathrooms and kitchen on the first floor will be removed and the floor reworked to meet the new design.
2. The basement will receive minimal work, primarily limited to removing existing utilities and providing new in the rear of the basement, painting the perimeter CMU walls, new floor and minimal lighting in the front area of the basement.
3. Exterior brick shall be repointed as needed.
4. Tie-in to new septic field.
5. Demolition of garage and link to house.
6. New addition.

Add Alternate 1: Install intermediate rafters in multi-purpose room and install intermediate rafter tails to exterior

Add Alternate 2: Replace windows not included in base bid

Add Alternate 3: Upgrade residential house basement

Furniture: The University will select and coordinate. This is not in project scope.

Schedule:

1. Contract Award Date: TBD
2. Construction Duration: Ninety (90) days following Notice to Proceed.

Utility Outages: All outages require ten (10) working days of notice and must be coordinated through UMD PM.

C. General Information

1. RFP Section 0100, Instructions to Proposers (Rex Fitch – UMCP)
 - a. Issuing Office is sole point of contact:

University of Maryland College Park
Construction & Facilities Procurement
2113-R, Chesapeake Building
4300 Terrapin Trail
College Park, MD 20742-3111
Attn: Procurement Officer: Rex Fitch
Phone: 301-405-5818; Email: RNFITCH@UMD.EDU
 - b. Technical and Price Proposal Due Date: **February 2, 2018 by 3:00 PM.** Late proposals cannot be accepted!

- c. Questions and Inquiries:
 - 1. All questions and/or requests for clarifications shall be submitting in writing to the Procurement Offices **by close of business on January 24, 2018**. Responses shall be sent to all prospective proposers via RFP amendment.

- d. Proposals Security

- 2. RFP Section 100A-MBE Participation

- a. Overall MBE goal for this project is 10%; (rev. 1/18/2018)
~~Sub-goals: African American Owned — 7%; Asian American Owned — 4%.~~
- b. MBE ATTACHMENT __-1A: MBE UTILIZATION AND FAIR SOLICITATION AFFIDAVIT & MBE PARTICIPATION SCHEDULE **must** be submitted with price proposal or proposal may be deemed non-responsive and not susceptible for award.

D. Section 00200, Information Available to Proposers (Rex Fitch - UMCP)

E. Section 0300, Proposals & Evaluation (Rex Fitch & Lou Fisher - UMCP)

- 1. Technical Proposals
 - a. Submittal
 - b. Evaluation Criteria and forms
- 2. Price Proposal
 - a. Submittal
 - b. Documents to be submitted with Price Proposal

E. Standard Documents & Forms – See Table of Contents and relevant Sections

F. Questions & Answers

G. Site Visit (Lou Fisher)



UNIVERSITY OF MARYLAND

4300 Terrapin Trail.
Chesapeake Building Room 2113-R
College Park, Maryland 20742-3111
301.405.5813 TEL 301.314.3011 FAX

DEPARTMENT OF PROCUREMENT AND STRATEGIC SOURCING

REQUEST FOR PRICE PROPOSAL

**PROJECT: CONFUCIUS INSTITUTE
GENERAL CONTRACTOR, CONSTRUCTION SERVICES
UNIVERSITY OF MARYLAND, COLLEGE PARK, MD**

| | |
|-----------------------------|--|
| ISSUE DATE: | JANUARY 18, 2018 |
| PROCUREMENT/ISSUING OFFICE: | UNIVERSITY OF MARYLAND, COLLEGE PARK CONSTRUCTION & FACILITIES PROCUREMENT 4300 TERRAPIN TRAIL CHESAPEAKE BUILDING ROOM 2113-R COLLEGE PARK, MD 20742-3111 |
| PROJECT MANAGEMENT: | UNIVERSITY OF MARYLAND, COLLEGE PARK PLANNING AND CONSTRUCTION 0600 SERVICE BUILDING COLLEGE PARK, MD 20742-6033 |
| PROCUREMENT OFFICER | REX N. FITCH |

**GENERAL CONTRACTOR SERVICES RFP 63973-F
UNIVERSITY OF MARYLAND, COLLEGE PARK, MD**

FOR

CONFUCIUS INSTITUTE

TABLE OF CONTENTS

Attachments

- Price Proposal Form - V
- Attachment A - Bid/Proposal Affidavit
- Attachment B - Conflict of Interest Information / Conflict of Interest Affidavit
- Attachment C - Proposal Bond
- Attachment D – Principles of Social Responsibility & Social Responsibility Affidavit
- Attachment E - Certification Regarding Investment Activities in Iran
- MBE Attachment 1A Utilization Affidavit

**GENERAL CONTRACTOR SERVICES RFP 63973-F
UNIVERSITY OF MARYLAND, COLLEGE PARK, MD**

FOR

CONFUCIUS INSTITUTE

SOLICITATION SCHEDULE

Issue Date: January 5, 2018

Deadline for Questions: January 24, 2018 @ 3:00 pm

Price Proposal Due Date February 2, 2018 at 3:00 P.M. EST
Location University of Maryland College Park
Department of Procurement and Strategic Sourcing
Construction and Facilities Procurement
2113-R Chesapeake Building
4300 Terrapin Trail
College Park, Maryland 20742-3111
Attn: Rex N. Fitch

**PART V
PROPOSAL FORM**

University of Maryland College Park
Dept. of Procurement & Strategic Sourcing
Chesapeake Building 2113-R
College Park, Maryland 20742

Proposal Due Date: **February 2, 2018**
Proposal Date Time: **3:00 p.m., local time**
Proposal Number: **63973-F**
Project Number: **QC15400**

(The) _____
(Name of Contractor)

hereby submits the following proposal for the: **Confucius Institute at the University of Maryland, College Park.**

Having carefully examined the "Instructions To Proposers," the General Terms and Conditions of Contract, the entire proposal documents, specifications, and Amendments numbered _____, and having received Clarification on all items of conflict or upon which any doubt arose, the undersigned proposes to furnish all labor, equipment, materials, etc., required by the documents for the entire work, all in strict accordance with the contract documents, for the stipulated sum of:

1. BASE PRICE (See Section III, Paragraph G of RFP)

_____ \$ _____
(Written) (Figures)

2. Separate pricing to remove, furnish and install new ground floor windows:

_____ \$ _____
(Written) (Figures)

3. ALTERNATES

- A. Alternate #1 Install intermediate rafters in the multi-purpose room, and add rafter tails to the exterior of the addition:

_____ \$ _____
(Written) (Figures)

- B. Alternate #2 Replacement of windows in the house that are not being altered:

_____ \$ _____
(Written) (Figures)

- C. Alternate #3 Finish ground floor space.

NOTE: Fire-rated drywall ceiling is included in the base bid:

_____ \$ _____
(Written) (Figures)

- D. **TOTAL AMOUNT OF ALTERNATES (3A + 3B + 3C)**

_____ \$ _____
(Written) (Figures)

4. **TOTAL PRICE PROPOSAL (ITEM 1 + 2 + 3D)**

_____ \$ _____
(Written) (Figures)

SPECIAL TERMS AND CONDITIONS

- A. Failure to properly and completely fill in all blanks may be cause for rejection of this proposal.
- B. It is understood that the proposal price will be firm for a time period of one hundred twenty (120) calendar days from the proposal opening date (Reference Section 00100-Instructions to Proposers, K-Duration of Proposal Offer), and that, if the undersigned is notified of acceptance of this proposal within this time period, the firm shall execute a contract for the above stated compensation and shall complete the work within ninety (90) calendar days of the "Notice to Proceed".
- C. Accompanying the Proposal Form is a fully executed proposal bond security in the amount of 5% of the total proposal (when the total proposal exceeds \$100,000.00). Proposal bonds except those of the top three offerors, will be returned after the related contract has been executed.
- D. The Proposer shall quote all prices, exclusive of unit prices, in whole dollars. Should the proposer fail to quote accordingly, the University will round up or down to the nearest dollar of all prices (excluding unit prices) quoted. The prices shall be stated in both words and figures.

(Construction Firm License No.)

(Date issued)

(Place of Issuance)

(Federal Employer Identification Number or Social Security Number. if no F.E.I. Number)

FIRM NAME _____

SIGNED _____

ADDRESS _____

TELEPHONE NO. _____

FAX NO. _____

DATE: _____

CO-PARTNERSHIP PRINCIPAL

(Name of Co-Partnership)

ADDRESS _____

TELEPHONE NO. _____

FAX NO. _____

BY _____
(Partner)

BY _____
(Partner)

BY _____
(Partner)

DATE _____

CORPORATE PRINCIPAL

(Name of Corporation)

ADDRESS _____

TELEPHONE NO. _____

FAX NO. _____

DATE: _____

BY _____
(President)

(Printed or Typed Name)

The Offeror represents, and it is a condition precedent to acceptance of this proposal, that the Offeror has not been a party to any agreement to submit a fixed or uniform price.

(Signature of Officer and Title)

**UNIVERSITY OF MARYLAND, COLLEGE PARK
DEPARTMENT OF PROCUREMENT AND STRATEGIC SOURCING
COLLEGE PARK, MARYLAND 20742**

ATTACHMENT A BID/PROPOSAL AFFIDAVIT

A. AUTHORIZED REPRESENTATIVE

I HEREBY AFFIRM THAT:

I am the (title) _____ and the duly authorized representative of (business) _____ and that I possess the legal authority to make this Affidavit on behalf of myself and the business for which I am acting.

B. AFFIRMATION REGARDING BRIBERY CONVICTIONS

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business (as is defined in Section 16-101(b) of the State Finance and Procurement Article of the Annotated Code of Maryland), or any of its officers, directors, partners, controlling stockholders, or any of its employees directly involved in the business's contracting activities including obtaining or performing contracts with public bodies has been convicted of, or has had probation before judgment imposed pursuant to Criminal Procedure Article, §6-220, Annotated Code of Maryland, or has pleaded nolo contendere to a charge of, bribery, attempted bribery, or conspiracy to bribe in violation of Maryland law, or of the law of any other state or federal law, except as follows (indicate the reasons why the affirmation cannot be given and list any conviction, plea, or imposition of probation before judgment with the date, court, official or administrative body, the sentence or disposition, the name(s) of person(s) involved, and their current positions and responsibilities with the business):

C. AFFIRMATION REGARDING OTHER CONVICTIONS

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business, or any of its officers, directors, partners, controlling stockholders, or any of its employees directly involved in the business's contracting activities including obtaining or performing contracts with public bodies, has:

- (1) Been convicted under state or federal statute of:
 - (a) A criminal offense incident to obtaining, attempting to obtain, or performing a public or private contract; or
 - (b) Fraud, embezzlement, theft, forgery, falsification or destruction of records or receiving stolen property;
- (2) Been convicted of any criminal violation of a state or federal antitrust statute;
- (3) Been convicted under the provisions of Title 18 of the United States Code for violation of the Racketeer Influenced and Corrupt Organization Act, 18 U.S.C. §1961 et seq., or the Mail Fraud Act, 18 U.S.C. §1341 et seq., for acts in connection with the submission of bids or proposals for a public or private contract;

- (4) Been convicted of a violation of the State Minority Business Enterprise Law, §14-308 of the State Finance and Procurement Article of the Annotated Code of Maryland;
- (5) Been convicted of a violation of §11-205.1 of the State Finance and Procurement Article of the Annotated Code of Maryland;
- (6) Been convicted of conspiracy to commit any act or omission that would constitute grounds for conviction or liability under any law or statute described in subsections (1)—(5) above;
- (7) Been found civilly liable under a state or federal antitrust statute for acts or omissions in connection with the submission of bids or proposals for a public or private contract; or
- (8) Admitted in writing or under oath, during the course of an official investigation or other proceedings, acts or omissions that would constitute grounds for conviction or liability under any law or statute described in §§B and C(1)—(7) above, except as follows (indicate reasons why the affirmations cannot be given, and list any conviction, plea, or imposition of probation before judgment with the date, court, official or administrative body, the sentence or disposition, the name(s) of the person(s) involved and their current positions and responsibilities with the business, and the status of any debarment):

D. AFFIRMATION REGARDING DEBARMENT

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business, or any of its officers, directors, partners, controlling stockholders, or any of its employees directly involved in the business's contracting activities, including obtaining or performing contracts with public bodies, has ever been suspended or debarred (including being issued a limited denial of participation) by any public entity, except as follows (list each debarment or suspension providing the dates of the suspension or debarment, the name of the public entity and the status of the proceedings, the name(s) of the person(s) involved and their current positions and responsibilities with the business, the grounds of the debarment or suspension, and the details of each person's involvement in any activity that formed the grounds of the debarment or suspension).

E. AFFIRMATION REGARDING DEBARMENT OF RELATED ENTITIES

I FURTHER AFFIRM THAT:

- (1) The business was not established and it does not operate in a manner designed to evade the application of or defeat the purpose of debarment pursuant to Sections 16-101, et seq., of the State Finance and Procurement Article of the Annotated Code of Maryland; and
- (2) The business is not a successor, assignee, subsidiary, or affiliate of a suspended or debarred business, except as follows (you must indicate the reasons why the affirmations cannot be given without qualification):

F. SUB-CONTRACT AFFIRMATION

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business, has knowingly entered into a contract with a public body under which a person debarred or suspended under Title 16 of the State Finance and Procurement Article of the Annotated Code of Maryland will provide, directly or indirectly, supplies, services, architectural services, construction related services, leases of real property, or construction.

G. AFFIRMATION REGARDING COLLUSION

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business has:

- (1) Agreed, conspired, connived, or colluded to produce a deceptive show of competition in the compilation of the accompanying bid or offer that is being submitted;
- (2) In any manner, directly or indirectly, entered into any agreement of any kind to fix the bid price or price proposal of the bidder or offeror or of any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the accompanying bid or offer is submitted.

H. FINANCIAL DISCLOSURE AFFIRMATION

I FURTHER AFFIRM THAT:

I am aware of, and the above business will comply with, the provisions of Section 13-221 of the State Finance and Procurement Article of the Annotated Code of Maryland, which require that every business that enters into contracts, leases, or other agreements with the State of Maryland or its agencies during a calendar year under which the business is to receive in the aggregate \$100,000 or more shall, within 30 days of the time when the aggregate value of the contracts, leases, or other agreements reaches \$100,000, file with the Secretary of State of Maryland certain specified information to include disclosure of beneficial ownership of the business.

I. POLITICAL CONTRIBUTION DISCLOSURE AFFIRMATION

I FURTHER AFFIRM THAT:

I am aware of, and the above business will comply with, Election Law Article, §§14-101—14-108, Annotated Code of Maryland, which requires that every person that enters into contracts, leases, or other agreements with the State of Maryland, including its agencies or a political subdivision of the State, during a calendar year in which the person receives in the aggregate \$100,000 or more shall file with the State Board of Elections a statement disclosing contributions in excess of \$500 made during the reporting period to a candidate for elective office in any primary or general election.

J. DRUG AND ALCOHOL FREE WORKPLACE

(Applicable to all contracts unless the contract is for a law enforcement agency and the agency head or the agency head's designee has determined that application of COMAR 21.11.08 and this certification would be inappropriate in connection with the law enforcement agency's undercover operations.)

I CERTIFY THAT:

- (1) Terms defined in COMAR 21.11.08 shall have the same meanings when used in this certification.
- (2) By submission of its bid or offer, the business, if other than an individual, certifies and agrees that, with respect to its employees to be employed under a contract resulting from this solicitation, the business shall:
 - (a) Maintain a workplace free of drug and alcohol abuse during the term of the contract;
 - (b) Publish a statement notifying its employees that the unlawful manufacture, distribution, dispensing, possession, or use of drugs, and the abuse of drugs or alcohol is prohibited in the business' workplace and specifying the actions that will be taken against employees for violation of these prohibitions;
 - (c) Prohibit its employees from working under the influence of drugs or alcohol;
 - (d) Not hire or assign to work on the contract anyone whom the business knows, or in the exercise of due diligence should know, currently abuses drugs or alcohol and is not actively engaged in a bona fide drug or alcohol abuse assistance or rehabilitation program;
 - (e) Promptly inform the appropriate law enforcement agency of every drug-related crime that occurs in its workplace if the business has observed the violation or otherwise has reliable information that a violation has occurred;
 - (f) Establish drug and alcohol abuse awareness programs to inform its employees about:
 - (i) The dangers of drug and alcohol abuse in the workplace;
 - (ii) The business' policy of maintaining a drug and alcohol free workplace;
 - (iii) Any available drug and alcohol counseling, rehabilitation, and employee assistance programs; and
 - (iv) The penalties that may be imposed upon employees who abuse drugs and alcohol in the workplace;
 - (g) Provide all employees engaged in the performance of the contract with a copy of the statement required by §J(2)(b), above;
 - (h) Notify its employees in the statement required by §J(2)(b), above, that as a condition of continued employment on the contract, the employee shall:
 - (i) Abide by the terms of the statement; and
 - (ii) Notify the employer of any criminal drug or alcohol abuse conviction for an offense occurring in the workplace not later than 5 days after a conviction;
 - (i) Notify the procurement officer within 10 days after receiving notice under §J(2)(h)(ii), above, or otherwise receiving actual notice of a conviction;
 - (j) Within 30 days after receiving notice under §J(2)(h)(ii), above, or otherwise receiving actual notice of a conviction, impose either of the following sanctions or remedial measures on any employee who is convicted of a drug or alcohol abuse offense occurring in the workplace:
 - (i) Take appropriate personnel action against an employee, up to and including termination; or
 - (ii) Require an employee to satisfactorily participate in a bona fide drug or alcohol abuse assistance or rehabilitation program; and
 - (k) Make a good faith effort to maintain a drug and alcohol free workplace through implementation of §J(2)(a)—(j), above.
- (3) If the business is an individual, the individual shall certify and agree as set forth in §J(4), below, that the individual shall not engage in the unlawful manufacture, distribution, dispensing, possession, or use of drugs or the abuse of drugs or alcohol in the performance of the contract.
- (4) I acknowledge and agree that:
 - (a) The award of the contract is conditional upon compliance with COMAR 21.11.08 and this certification;
 - (b) The violation of the provisions of COMAR 21.11.08 or this certification shall be cause to suspend payments under, or terminate the contract for default under COMAR 21.07.01.11 or 21.07.03.15, as applicable; and
 - (c) The violation of the provisions of COMAR 21.11.08 or this certification in connection with the contract may, in the exercise of the discretion of the Board of Public Works, result in suspension and debarment of the business under COMAR 21.08.03.

K. CERTIFICATION OF CORPORATION REGISTRATION AND TAX PAYMENT

I FURTHER AFFIRM THAT:

(1) The business named above is a (domestic ___) (foreign __) corporation registered in accordance with the Corporations and Associations Article, Annotated Code of Maryland, and that it is in good standing and has filed all of its annual reports, together with filing fees, with the Maryland State Department of Assessments and Taxation, and that the name and address of its resident agent filed with the State Department of Assessments and

Taxation is: Name: Address: _____.
(If not applicable, so state).

(2) Except as validly contested, the business has paid, or has arranged for payment of, all taxes due the State of Maryland and has filed all required returns and reports with the Comptroller of the Treasury, the State Department of Assessments and Taxation, and the Department of Labor, Licensing, and Regulation, as applicable, and will have paid all withholding taxes due the State of Maryland prior to final settlement.

L. CONTINGENT FEES

I FURTHER AFFIRM THAT:

The business has not employed or retained any person, partnership, corporation, or other entity, other than a bona fide employee, bona fide agent, bona fide salesperson, or commercial selling agency working for the business, to solicit or secure the Contract, and that the business has not paid or agreed to pay any person, partnership, corporation, or other entity, other than a bona fide employee, bona fide agent, bona fide salesperson, or commercial selling agency, any fee or any other consideration contingent on the making of the Contract.

M. REPEALED.

N. ACKNOWLEDGEMENT

I ACKNOWLEDGE THAT this Affidavit is to be furnished to the Procurement Officer and may be distributed to units of: (1) the State of Maryland; (2) counties or other subdivisions of the State of Maryland; (3) other states; and (4) the federal government. I further acknowledge that this Affidavit is subject to applicable laws of the United States and the State of Maryland, both criminal and civil, and that nothing in this Affidavit or any contract resulting from the submission of this bid or proposal shall be construed to supersede, amend, modify or waive, on behalf of the State of Maryland, or any unit of the State of Maryland having jurisdiction, the exercise of any statutory right or remedy conferred by the Constitution and the laws of Maryland with respect to any misrepresentation made or any violation of the obligations, terms and covenants undertaken by the above business with respect to (1) this Affidavit, (2) the contract, and (3) other Affidavits comprising part of the contract.

I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

Date: _____ By: _____
(Signature of Authorized Representative and Affiant)

Printed Name: _____

Title: _____

**UNIVERSITY OF MARYLAND, COLLEGE PARK
DEPARTMENT OF PROCUREMENT AND STRATEGIC SOURCING
COLLEGE PARK, MARYLAND 20742**

ATTACHMENT B CONFLICT OF INTEREST INFORMATION

- A. Each solicitation that will result in the selection of a Contractor who will assist a unit in the formation, evaluation, selection, award, or execution of a State contract shall provide notice of the requirement of this regulation.
- B. "Conflict of interest" means that, because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the State, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage.
- C. "Person" has the meaning stated in COMAR 21.01.02.01B (64) and includes a bidder, offeror, Contractor, consultant or subcontractor or subconsultant at any tier, and also includes an employee or agent of any of them if the employee or agent has or will have the authority to control or supervise all or a portion of the work for which a bid or offer is made.
- D. If the Procurement Officer makes a determination prior to award that facts or circumstances exist giving rise or which could in the future give rise to a conflict in interest, the procurement officer may reject a bid or offer under COMAR 21.06.02.03B.
- E. After award the State may terminate the contract, in whole or in part, if it deems such termination necessary to avoid an actual or potential conflict of interest. If the Contractor knew or reasonably could have been expected to know of an actual or potential conflict of interest prior to or after award and did not disclose it or misrepresented relevant information to the Procurement Officer, the State may terminate the contract for default, institute proceedings to debar the Contractor from further State contracts, or pursue such other remedies as may be permitted by law or the contract.
- F. A conflict of interest may be waived if the Procurement Officer, with approval of the agency head or designee, determines that waiver is in the best interest of the State. The determination shall state the reasons for the waiver and any controls that avoid, mitigate, or neutralize the conflict of interest.
- G. Each bidder or offeror responding to a solicitation that will result in the selection of a Contractor who will assist a unit in the formation, evaluation, selection, award, or execution of another State contract shall provide the affidavit and disclosures set forth in Subsection H of this regulation to the Procurement Officer with the bid or offer and such other times as may be required by the Procurement Officer.
- H. The affidavits and disclosures required by Subsection G of this regulation shall be in substantially the same form as follows:

CONFLICT OF INTEREST AFFIDAVIT AND DISCLOSURE

- A. "Conflict of interest" means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the State, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage.
- B. "Person" has the meaning stated in COMAR 21.01.02.01B(64) and includes a bidder, offeror, Contractor, consultant, or subcontractor or subconsultant at any tier, and also includes an employee or agent of any of them if the employee or agent has or will have the authority to control or supervise all or a portion of the work for which a bid or offer is made.
- C. The bidder or offeror warrants that, except as disclosed in D below, there are no relevant facts or circumstances now giving rise or which could, in the future, give rise to a conflict of interest.
- D. The following facts or circumstances give rise or could in the future give rise to a conflict of interest (explains in detail--attach sheets if necessary):

- E. The bidder or offeror agrees that if an actual or potential conflict of interest arises after the date of this affidavit, the bidder or offeror will immediately make a full disclosure in writing to the Procurement Officer of all relevant facts and circumstances. This disclosure shall include a description of actions which the bidder or offeror has taken and proposes to take to avoid, mitigate, or neutralize the actual or potential conflict of interest. If the contract has been awarded and performance of the contract has begun, the Contractor shall continue performance until notified by the Procurement Officer of any contrary action to be taken.

I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF.

Date: _____ By: _____
(Signature of Authorized Representative and Affiant)

Printed Name: _____

Title: _____

Federal Employer Identification Number (FEIN): _____

**UNIVERSITY OF MARYLAND, COLLEGE PARK
DEPARTMENT OF PROCUREMENT AND STRATEGIC SOURCING
COLLEGE PARK, MARYLAND 20742**

ATTACHMENT C

PROPOSAL BOND

Proposal No. 63973-F

Bond No. _____

KNOW ALL MEN BY THESE PRESENTS:

that we, _____ as

Principal, hereinafter called the Principal, and _____

a corporation duly organized under the laws of the State of _____, as Surety, hereinafter called the Surety, are held and firmly bound unto the State of Maryland, hereinafter called

"State", for the sum of _____, for the payment of which sum, the said Principal and the said Surety bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a proposal for:

General Contractor Construction Services for Confucius Institute at the University of Maryland College Park, College Park, MD.

NOW, THEREFORE, if the Principal, upon acceptance by the State of its proposal identified above, within the period specified herein for acceptance one hundred twenty (120) days, if no period is specified, shall execute such further contractual documents, if any, and give such bond(s) as may be required by the terms of the bid as accepted within the time specified ten (10) days if no period is specified after receipt of the forms, or in the event of failure so to execute such further contractual documents and give such bonds, if the Principal shall pay the State for any cost of procuring the work which exceeds the amount of its proposal, then the above obligation shall be void and of no effect.

The Surety executing this instrument hereby agrees that its obligation shall not be impaired by any extension(s) of the time for acceptance of the bid that the Principal may grant to the State, notice of which extension(s) to the Surety being hereby waived; provided that such waiver of notice shall apply only with respect to extensions aggregating not more than one hundred twenty (120) calendar days in addition to the period originally allowed for acceptance of the proposal.

In Presence of:
Witness

Individual Principal

_____ as to _____ (SEAL)

In Presence of:
Witness

Co-Partnership Principal

(SEAL) _____
(Name of Co-Partnership)

_____ as to BY: _____ (SEAL)

_____ as to BY: _____ (SEAL)

Corporate Principal

Attest: _____
(Name of Corporation)

_____ BY: _____
Corporate Secretary President

AFFIX
CORPORATE
SEAL

(Surety)

Attest: _____ (SEAL)

By: _____ AFFIX
CORPORATE
SEAL

Signature

Title

(Printed or Typed Name)

(Printed or Typed Name)

Bonding Agent's Name:

Agent's Address

Business Address of Surety

Address

Address

Telephone Number

Telephone Number

SOCIAL RESPONSIBILITY AFFIDAVIT AND DISCLOSURE

A. The bidder or offeror agrees that if it is the subject of a final, non-appealable judgment with respect to compliance with applicable Social Responsibility Laws after the date of this affidavit, the bidder or offeror will immediately make a full disclosure in writing to the Procurement Officer of all relevant facts and circumstances. This disclosure shall include a description of actions which the bidder or offeror has taken or proposes to take to correct the violation. If the contract has been awarded and performance has begun, the vendor shall continue performance until notified by the Procurement Officer of any contrary action to be taken.

B. CERTIFICATION OF COMPLIANCE WITH SOCIAL RESPONSIBILITY LAWS

I HEREBY AFFIRM THAT:

(1) There has been no final, non-appealable judgment made during the last five years against the bidder or offeror for noncompliance with federal or state labor relations and other employment laws or regulations, including but not limited to the National Labor Relations Act, as amended; the Davis-Bacon Act, as amended; the Fair Labor Standards Act, as amended; the Maryland Living Wage law, State Finance and Procurement Article, §18-101 et seq., Annotated Code of Maryland; the Maryland Prevailing Wage law, State Finance and Procurement Article, §17-201 et seq., Annotated Code of Maryland; federal and state child labor laws; federal minimum wage laws and; the Family Medical Leave Act, except as follows (explain below or add additional sheets):

(2) There has been no final, non-appealable judgment made during the last five years against the bidder or offeror for violation of federal or state non-discrimination in employment laws or regulations, including but not limited to laws prohibiting discrimination on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation, or disability unrelated in nature and except so as to reasonably preclude the performance of the employment, except as follows (explain below or add additional sheets):

(3) There has been no final, non-appealable judgment made during the last five years against the bidder or offeror for violation of the State of Maryland Commercial Non-Discrimination Policy, State Finance and Procurement Article, §19-101 et seq.,

Annotated Code of Maryland, except as follows (explain below or add additional sheets):

- (4) There have been no instances during the last five years of failure by the bidder or offeror to meet mutually agreed upon goals for minority business participation (MBE) on projects performed for the University or any other State of Maryland agency, or any other sanctions for MBE program non-compliance; or any final, non-appealable judgment of noncompliance with the State of Maryland Minority Business Participation law, State Finance and Procurement Article, § 14-308 et seq., Annotated Code of Maryland, except as follows (explain below or add additional sheets):

- (5) There has been no final, non-appealable judgment made during the last five years against the bidder or offeror for violation of federal or state health, safety or environmental laws or regulations, including but not limited to the U.S. Occupational Safety and Health Act standards; Maryland Occupational Health and Safety laws, State Labor and Employment Article, § 5-101 et seq., Annotated Code of Maryland, or the Federal Noise Control Act of 1972, except as follows (explain below or add additional sheets):

I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF.

Date: _____ By: _____
(Authorized Representative and Affiant)

CERTIFICATION REGARDING INVESTMENT ACTIVITIES IN IRAN
Ref: Maryland Board of Public Works Advisory Number 2013-1

1. The undersigned certifies that, in accordance with State Finance & Procurement Article, §17-705:

- (i). it is not identified on the list (see NOTE below) created by the Board of Public Works as a person engaging in investment activities in Iran as described in §17-702 of State Finance & Procurement Article; and
- (ii).it is not engaging in investment activities in Iran as described in State Finance & Procurement Article, §17-702.

Or;

2. The undersigned is unable to make the above certification regarding its investment activities in Iran due to the following activities:

Signature:

Date Signed:

Name of Authorized Representative

NOTE: List is available at: www.bpw.state.md.us
Click On "Advisories"
Scroll Down and Click On "adv-2013-1"

**MBE ATTACHMENT __-1A:
MBE UTILIZATION AND FAIR SOLICITATION AFFIDAVIT
& MBE PARTICIPATION SCHEDULE**

INSTRUCTIONS

PLEASE READ BEFORE COMPLETING THIS DOCUMENT

This form includes Instructions and the MBE Utilization and Fair Solicitation Affidavit & MBE Participation Schedule which must be submitted with the bid/proposal. If the bidder/offeror fails to accurately complete and submit this Affidavit and Schedule with the bid or proposal as required, the Procurement Officer shall deem the bid non-responsive or shall determine that the proposal is not reasonably susceptible of being selected for award.

1. Contractor shall structure its procedures for the performance of the work required in this Contract to attempt to achieve the minority business enterprise (MBE) subcontractor participation goal stated in the Invitation for Bids or Request for Proposals. Contractor agrees to exercise good faith efforts to carry out the requirements set forth in these Instructions, as authorized by the Code of Maryland Regulations (COMAR) 21.11.03.
2. MBE Goals and Subgoals: Please review the solicitation for information regarding the Contract's MBE overall participation goals and subgoals. After satisfying the requirements for any established subgoals, the Contractor is encouraged to use a diverse group of subcontractors and suppliers from any/all of the various MBE classifications to meet the remainder of the overall MBE participation goal.
3. MBE means a minority business enterprise that is certified by the Maryland Department of Transportation ("MDOT"). Only MBEs certified by MDOT may be counted for purposes of achieving the MBE participation goals. In order to be counted for purposes of achieving the MBE participation goals, the MBE firm, including a MBE prime, must be MDOT-certified for the services, materials or supplies that it is committed to perform on the MBE Participation Schedule.
4. Please refer to the MDOT MBE Directory at www.mdot.state.md.us to determine if a firm is certified with the appropriate North American Industry Classification System ("NAICS") Code **and** the product/services description (specific product that a firm is certified to provide or specific areas of work that a firm is certified to perform). For more general information about NAICS, please visit www.naics.com. Only those specific products and/or services for which a firm is certified in the MDOT Directory can be used for purposes of achieving the MBE participation goals. **WARNING:** If the firm's NAICS Code is in **graduated status**, such services/products **may not be counted** for purposes of achieving the MBE participation goals. A NAICS Code is in the graduated status if the term "Graduated" follows the Code in the MDOT MBE Directory.
5. **NOTE: New Guidelines Regarding MBE Prime Self-Performance.** Please note that when a certified MBE firm participates as a prime contractor on a Contract, a procurement agency may count the distinct, clearly defined portion of the work of the Contract that the certified MBE firm performs with its own workforce toward fulfilling up to, but no more than, fifty-percent (50%) of the MBE participation goal (overall), including up to one hundred percent (100%) of not more than one of the MBE participation subgoals, if any, established for the Contract.

- ✓ In order to receive credit for self-performance, an MBE prime must be certified in the appropriate NAICS code to do the work and must list its firm in the MBE Participation Schedule, including the certification category under which the MBE prime is self-performing and include information regarding the work it will self-perform.
 - ✓ For the remaining portion of the overall goal and the remaining subgoals, the MBE prime must also identify on the MBE Participation Schedule the other certified MBE subcontractors used to meet those goals or request a waiver.
 - ✓ These guidelines apply to the work performed by the MBE Prime that can be counted for purposes of meeting the MBE participation goals. These requirements do not affect the MBE Prime's ability to self-perform a greater portion of the work in excess of what is counted for purposes of meeting the MBE participation goals.
 - ✓ Please note that the requirements to meet the MBE participation overall goal and subgoals are distinct and separate. If the contract has subgoals, regardless of MBE Prime's ability to self-perform up to 50% of the overall goal (including up to 100% of any subgoal), the MBE Prime must either commit to other MBEs for each of any remaining subgoals or request a waiver. As set forth in Attachment 1-B Waiver Guidance, the MBE Prime's ability to self-perform certain portions of the work of the Contract will not be deemed a substitute for the good faith efforts to meet any remaining subgoal or the balance of the overall goal.
 - ✓ In certain instances where the percentages allocated to MBE participation subgoals add up to more than 50% of the overall goal, the portion of self-performed work that an MBE Prime may count toward the overall goal may be limited to less than 50%. Please refer to GOMA's website (www.goma.maryland.gov) for the MBE Prime Regulations Q&A for illustrative examples.
6. Subject to items 1 through 5 above, when a certified MBE performs as a participant in a joint venture, a procurement agency may count a portion of the total dollar value of the contract equal to the distinct, clearly-defined portion of the work of the contract that the certified MBE performs with its own forces toward fulfilling the contract goal, and not more than one of the contract subgoals, if any.
7. As set forth in COMAR 21.11.03.12-1, once the Contract work begins, the work performed by a certified MBE firm, including an MBE prime, can only be counted towards the MBE participation goal(s) if the MBE firm is performing a commercially useful function on the Contract. Please refer to COMAR 21.11.03.12-1 for more information regarding these requirements.
8. If you have any questions as to whether a firm is certified to perform the specific services or provide specific products, please contact MDOT's Office of Minority Business Enterprise at 1-800-544-6056 or via email to mbe@mdot.state.md.us sufficiently prior to the submission due date.
9. Worksheet: The percentage of MBE participation, calculated using the percentage amounts for all of the MBE firms listed on the Participation Schedule MUST at least equal the MBE participation goal **and** subgoals (if applicable) set forth in the solicitation. If a bidder/offeror is unable to achieve the MBE participation goal and/or any subgoals (if applicable), the bidder/offeror must request a waiver in Item 1 of the MBE Utilization and Fair Solicitation Affidavit (Attachment __-1A) or the bid will be deemed not responsive, or the proposal determined to be not susceptible of being selected for award. You may wish to use the Subgoal summary below to assist in calculating the percentages and confirm that you have met the applicable MBE participation goal and subgoals, if any.

**MBE UTILIZATION AND FAIR SOLICITATION AFFIDAVIT &
MBE PARTICIPATION SCHEDULE**

This MBE Utilization and Fair Solicitation Affidavit and MBE Participation Schedule must be completed in its entirety and included with the bid/proposal as stated in the solicitation. If the bidder/offeror fails to accurately complete and submit this Affidavit and Schedule with the bid or proposal as required, the Procurement Officer shall deem the bid non-responsive or shall determine that the proposal is not reasonably susceptible of being selected for award.

In connection with the bid/proposal submitted in response to Solicitation No. 63973-F Confucius Institute General Contractor (GC) Services, I affirm the following:

SECTION 1. MBE Participation (PLEASE CHECK ONLY ONE)

I acknowledge and intend to meet IN FULL both the overall certified Minority Business Enterprise (MBE) participation goal of **10% percent**.

Therefore, I am not seeking a waiver pursuant to COMAR 21.11.03.11. I acknowledge that by checking the above box and agreeing to meet the stated goal and subgoal(s), if any, I must complete the MBE Participation Schedule (Item 4 below) in order to be considered for award.

OR

I conclude that I am unable to achieve the MBE participation goal and/or subgoals. I hereby request a waiver, in whole or in part, of the overall goal and/or subgoals. I acknowledge that by checking this box and requesting a partial waiver of the stated goal and/or one or more of the stated subgoal(s) if any, I must complete the MBE Participation Schedule (Item 4 below) for the portion of the goal and/or subgoal(s) if any, for which I am not seeking a waiver, in order to be considered for award.

SECTION 2. Additional MBE Documentation

I understand that if I am notified that I am the apparent awardee or as requested by the Procurement Officer, I must submit the following documentation within 10 Working days of receiving notice of the potential award or from the date of conditional award (per COMAR 21.11.03.10), whichever is earlier:

- (a) Good Faith Efforts Documentation to Support Waiver Request (Attachment __-1C)
- (b) Outreach Efforts Compliance Statement (Attachment __-2);
- (c) MBE Subcontractor/MBE Prime Project Participation Statement (Attachments __-3A and 3B);
- (d) Any other documentation, including additional waiver documentation if applicable, required by the Procurement Officer to ascertain bidder or offeror responsibility in connection with the certified MBE participation goal and subgoals, if any.

I understand that if I fail to return each completed document within the required time, the Procurement Officer may determine that I am not responsible and therefore not eligible for contract award. If the contract has already been awarded, the award is voidable.

SECTION 3. Information Provided to MBE firms

In the solicitation of subcontract quotations or offers, MBE firms were provided not less than the same information and amount of time to respond as were non-MBE firms.

I solemnly affirm under the penalties of perjury that: (i) I have reviewed the instructions for the MBE Utilization & Fair Solicitation Affidavit and MBE Schedule, and (ii) the information contained in the MBE Utilization & Fair Solicitation Affidavit and MBE Schedule is true to the best of my knowledge, information and belief.

Bidder/Offeror Name
(PLEASE PRINT OR TYPE)

Signature of Authorized Representative

Address

Printed Name and Title

City, State and Zip Code

Date

SUBMIT THIS AFFIDAVIT WITH BID/PROPOSAL

SECTION 4. MBE Participation Schedule

Set forth below are the (i) certified MBEs I intend to use, (ii) the percentage of the total Contract amount allocated to each MBE for this project and, (iii) the items of work each MBE will provide under the Contract. I have confirmed with the MDOT database that the MBE firms identified below (including any self-performing MBE prime firms) are performing work activities for which they are MDOT certified.

| Prime Contractor | Project Description | Project/Contract Number | Total Contract Value |
|------------------|---------------------|-------------------------|----------------------|
| | | | |

LIST INFORMATION FOR EACH CERTIFIED MBE FIRM YOU AGREE TO USE TO ACHIEVE THE MBE PARTICIPATION GOAL AND SUBGOALS, IF ANY. **MBE PRIMES:** PLEASE COMPLETE BOTH SECTIONS A AND B BELOW.

SECTION A: For MBE Prime Contractors ONLY (including MBE Primes in a Joint Venture)

| | |
|--|---|
| <p>MBE Prime Firm Name: _____</p> <p>MBE Certification Number: _____</p> <p>(If dually certified, check only one box.)</p> <p><input type="checkbox"/> African American-Owned <input type="checkbox"/> Hispanic American- Owned <input type="checkbox"/> Asian American-Owned <input type="checkbox"/> Women-Owned <input type="checkbox"/> Other MBE Classification</p> | <p>Percentage of total Contract Value to be performed with own forces and counted towards the MBE overall participation goal (up to 50% of the overall goal): _____%</p> <p>Percentage of total Contract Value to be performed with own forces and counted towards the subgoal, if any, for my MBE classification (up to 100% of not more than one subgoal): _____%</p> <p>Description of the Work and NAICS to be performed with MBE prime's own forces: _____ _____</p> |
|--|---|

SECTION B: For all Contractors (including MBE Primes and MBE Primes in a Joint Venture)

| | |
|--|--|
| <p>MBE Firm Name: _____</p> <p>MBE Certification Number: _____</p> <p>(If dually certified, check only one box.)</p> <p><input type="checkbox"/> African American-Owned <input type="checkbox"/> Hispanic American- Owned <input type="checkbox"/> Asian American-Owned <input type="checkbox"/> Women-Owned <input type="checkbox"/> Other MBE Classification</p> | <p>Percentage of Total Contract to be performed by this MBE: _____%</p> <p>Description of the Work and NAICS to be Performed: _____ _____ _____</p> |
| <p>MBE Firm Name: _____</p> <p>MBE Certification Number: _____</p> <p>(If dually certified, check only one box.)</p> <p><input type="checkbox"/> African American-Owned <input type="checkbox"/> Hispanic American- Owned <input type="checkbox"/> Asian American-Owned <input type="checkbox"/> Women-Owned <input type="checkbox"/> Other MBE Classification</p> | <p>Percentage of Total Contract to be performed by this MBE: _____%</p> <p>Description of the Work and NAICS to be Performed: _____ _____ _____</p> |
| <p>MBE Firm Name: _____</p> <p>MBE Certification Number: _____</p> <p>(If dually certified, check only one box.)</p> <p><input type="checkbox"/> African American-Owned <input type="checkbox"/> Hispanic American- Owned <input type="checkbox"/> Asian American-Owned <input type="checkbox"/> Women-Owned <input type="checkbox"/> Other MBE Classification</p> | <p>Percentage of Total Contract to be provided by this MBE: _____%</p> <p>Description of the Work and NAICS to be Performed: _____ _____ _____</p> |

| | |
|--|--|
| <p>MBE Firm Name: _____</p> <p>MBE Certification Number: _____</p> <p>(If dually certified, check only one box.)</p> <p><input type="checkbox"/> African American-Owned <input type="checkbox"/> Hispanic American- Owned</p> <p><input type="checkbox"/> Asian American-Owned <input type="checkbox"/> Women-Owned</p> <p><input type="checkbox"/> Other MBE Classification</p> | <p>Percentage of Total Contract to be performed by this MBE: _____ %</p> <p>Description of the Work and NAICS to be Performed: _____ _____ _____</p> |
| <p>MBE Firm Name: _____</p> <p>MBE Certification Number: _____</p> <p>(If dually certified, check only one box.)</p> <p><input type="checkbox"/> African American-Owned <input type="checkbox"/> Hispanic American- Owned</p> <p><input type="checkbox"/> Asian American-Owned <input type="checkbox"/> Women-Owned</p> <p><input type="checkbox"/> Other MBE Classification</p> | <p>Percentage of Total Contract to be provided by this MBE: _____ %</p> <p>Description of the Work and NAICS to be Performed: _____ _____ _____</p> |
| <p>MBE Firm Name: _____</p> <p>MBE Certification Number: _____</p> <p>(If dually certified, check only one box.)</p> <p><input type="checkbox"/> African American-Owned <input type="checkbox"/> Hispanic American- Owned</p> <p><input type="checkbox"/> Asian American-Owned <input type="checkbox"/> Women-Owned</p> <p><input type="checkbox"/> Other MBE Classification</p> | <p>Percentage of Total Contract to be provided by this MBE: _____ %</p> <p>Description of the Work and NAICS to be Performed: _____ _____ _____</p> |
| <p>MBE Firm Name: _____</p> <p>MBE Certification Number: _____</p> <p>(If dually certified, check only one box.)</p> <p><input type="checkbox"/> African American-Owned <input type="checkbox"/> Hispanic American- Owned</p> <p><input type="checkbox"/> Asian American-Owned <input type="checkbox"/> Women-Owned</p> <p><input type="checkbox"/> Other MBE Classification</p> | <p>Percentage of Total Contract to be provided by this MBE: _____ %</p> <p>Description of the Work and NAICS to be Performed: _____ _____ _____</p> |
| <p>MBE Firm Name: _____</p> <p>MBE Certification Number: _____</p> <p>(If dually certified, check only one box.)</p> <p><input type="checkbox"/> African American-Owned <input type="checkbox"/> Hispanic American- Owned</p> <p><input type="checkbox"/> Asian American-Owned <input type="checkbox"/> Women-Owned</p> <p><input type="checkbox"/> Other MBE Classification</p> | <p>Percentage of Total Contract to be provided by this MBE: _____ %</p> <p>Description of the Work and NAICS to be Performed: _____ _____ _____</p> |

CONTINUE ON SEPARATE PAGE IF NEEDED

Subgoals (if applicable)

Total African American MBE Participation: _____ %

Total Asian American MBE Participation: _____ %

Total Hispanic American MBE Participation: _____ %

Total Women-Owned MBE Participation: _____ %

Overall Goal

Total MBE Participation (include all categories): _____ %