### Updated May 9, 2022

### CITY OF SOUTH BEND MINORITY AND WOMEN BUSINESS ENTERPRISE INCLUSION PROGRAM PLAN



#### FORM MBE-2.0 EVIDENCE OF GOOD FAITH EFFORTS

This completed form should be included as part of the Bids documents related to City of South Bend Public
Works Projects requiring Good Faith Efforts to obtain MBE participation.

Project Number:	(Number here)	Date:	_
Project Name:	(Name here)		
Bidder:			
Contact Person:		Telephone:	
Address:			
City:	State:	Zip:	
Email:			

To determine whether a bidder has demonstrated good faith efforts to reach the MBE utilization goals set forth in the City of South Bend Public Works Project Specifications, the City and its agencies, boards, or commissions, **REQUIRE ALL** of the following Good Faith Efforts as listed in the table below\*:

EVIDENCE	E OF GOOD FAITH EFFORTS
Inclusion P Businesses	<b>(S):</b> The bidder reviewed 1) the City of South Bend's Minority and Women Business Enterprise trogram Plan; 2) the Indiana Department of Administration list of Minority and Women Owned s (both certified and non-certified) found at: <u>http://www.in.gov/idoa/</u> or another list of MWBEs by a certifying agency recognized by the City of South Bend.
	GOOD FAITH EFFORTS TO OBTAIN MBE PARTICIPATION
	er shall initial each applicable item below, as evidence of its good faith efforts to obtain MBE ion in the awarded contract.
	I <b>affirm</b> that I reviewed the City of South Bend's Minority and Women Business Enterprise Inclusion Program Plan and the Indiana Department of Administration's certified list of Indiana Minority and Women Business Enterprises, found on their website ( <u>http://www.in.gov/idoa</u> ) or another list of MWBEs published by a certifying agency recognized by the City of South Bend.
	I <b>affirm</b> that I have made good faith efforts to select portions of the contract work to be performed by MWBEs, including, where appropriate, breaking out contract work items into economically feasible units to facilitate MBE participation.
	I <b>affirm</b> that I have made good faith efforts to solicit through all reasonable and available means the interest of all MBEs in the scopes of work of the contract no later than seven (7) days before the bid submission deadline.
	I <b>affirm</b> that I attended all pre-bid meetings scheduled by the City of South Bend to inform MBEs of contracting and subcontracting opportunities.
	I <b>affirm</b> that I advertised in general circulation and/or trade association publications concerning subcontract opportunities and allowed MBEs reasonable time to respond to such advertisements.
	I <b>affirm</b> that I performed any and all necessary steps to provide written notices in a manner reasonably calculated to inform MBEs of subcontracting opportunities and allowed sufficient time for MBEs to participate effectively.
	I <b>affirm</b> that I followed up on initial solicitations with interested MBEs.
	I <b>affirm</b> that I negotiated with interested MBEs in good faith, including providing such MBEs with adequate information about the plans, specifications and other requirements of the subcontract.

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	I <b>affirm</b> that I have made good faith efforts to assist interested MBEs in obtaining bonding, lines of credit, or insurance as required by the City or the bidder, where appropriate.	
	I <b>affirm</b> that I have made good faith efforts to assist interested MBEs in obtaining necessary equipment, supplies, materials, or related assistances or services, where appropriate.	
	I <b>affirm</b> that I did not reject any MBEs as unqualified without sound business reasons based on a thorough investigation of their capabilities.	
	I <b>affirm</b> that I have made good faith efforts to build working relationships with interested MBEs through participation in a City-sponsored mentor-protégé program, or other similar program.	
<ul> <li>CONTRACT RECORDS: The bidder has maintained the following records for each MBE that has bid on the subcontracting opportunity:</li> <li>1. Name, address, and telephone number;</li> <li>2. A description of information provided by the bidder or subcontractor; and</li> <li>3. A statement of whether an agreement was reached, and if not, why not, including any reasons for concluding that the MBE was unqualified to perform the job.</li> </ul>		

\*Proper demonstration of Good Faith Efforts requires your initials next to all of the above boxes. Any omissions shall be considered grounds for rejection of the bid by the Board of Public Works. The City of South Bend reserves the right to request additional information.