

**American Recovery and Reinvestment Act (ARRA)**  
**ALLEGHENY COUNTY ECONOMIC DEVELOPMENT**  
**MWDBE PARTICIPATION STATEMENT**

A “Good Faith Effort” **MUST** be made to meet the MWDBE contract goals  
Of  
**13% MBE AND 2% WBE PARTICIPATION**

as outlined in the ‘MINORITY, WOMEN, and DISADVANTAGE BUSINESS ENTERPRISE  
CONTRACTOR BIDDING AND REPORTING REQUIREMENTS for MWDBE’ document.

This packet includes the following:

1. **ROAD MAP TO MAKING A GOOD FAITH EFFORT**
2. **SOLICITATION AND COMMITMENT FORM**

**FAILURE TO COMPLETE AND SUBMIT EACH SHEET OF THE ENCLOSED SOLICITATION & COMMITMENT FORM  
MAY BE SUFFICIENT CAUSE FOR BID REJECTION**

You may contact the Allegheny County Department of Minority, Women and Disadvantaged Business Enterprise (MWDBE) at (412) 350-4309 with any questions regarding the completion of the required forms.

## Road Map to Making a Good Faith Effort

Allegheny County (the “County”) and the sub-recipient expect all firms to demonstrate a “Good Faith Effort” to include Minority Business Enterprises (MBEs) and Women Business Enterprises (WBEs) when bidding on this contract. The County has established specific goals for the utilization of MBEs and WBEs, which are 13% and 2% respectively. A “Good Faith Effort,” as defined by the Code of Federal Regulations (49 CFR 26), means efforts to achieve a Disadvantaged Business Enterprise (DBE) goal or other requirements noted in Executive Order 11625 and in 24 CFR Part 85.36(c), by the scope, intensity, and appropriateness to the objective, can reasonably be expected to fulfill the program requirements. The following are examples of areas in which a “Good Faith Effort” may be demonstrated:

**Example 1:** If bidding as a manufacturer, are there aspects of the manufacturing process or material use in the manufacturing of the commodity that can be acquired from a certified MWDBE? If the answer is yes, indicate on the solicitation and commitment form those MWDBE firms you have solicited in an effort to meet the contract goals for participation.

**Example 2:** If bidding as a service provider or supplier/broker, are there aspects of the contract that can be performed by a certified MWDBE in areas of personnel, transportation, assembly or procurement of products, distribution or other aspects of the contract which can be subcontracted out? If the answer is yes, indicate on the solicitation and commitment form those MWDBE firms you have solicited in an effort to meet the contract goals for participation.

If you are not successful in securing MWDBE participation after a “Good Faith Effort” is made, provide the following in your waiver request:

- A detailed account of your efforts;
- Your normal business practice and/or inventory profile; and
- An active diversity plan/policy.

A current listing of MWDBEs certified by Allegheny County and the Commonwealth of Pennsylvania can be found on the Pennsylvania Unified Certification Program. This listing can be found at <http://www.paucp.com> .

**ALLEGHENY COUNTY ECONOMIC DEVELOPMENT  
MWDBE PARTICIPATION STATEMENT**

**NOTE: Failure to complete this form and submit it with the bid may be sufficient cause for rejection of bid or proposal.**

SOLICITATION AND COMMITMENT						
MINORITY, WOMEN AND DISADVANTAGED BUSINESS ENTERPRISES						
BID or RFP NUMBER	NAME OF BIDDER or PROPOSER	ADDRESS		PHONE NUMBER		
List below ALL MWDBE's that were solicited - whether or not commitment was obtained -- <b>Copy this form as necessary</b>						
MBE___ WBE___ DBE___	TYPES OF SUBCONTRACT WORK OR MATERIALS	DATE SOLICITED		COMMITMENT MADE ___ YES(IF YES GIVE DATE) MONTH ___ DAY ___ YR ___ ___ NO	GIVE REASON(S) IF NO COMMITMENT MADE	
CERTIFIED BY:		SOLICITATION METHOD				
COMPANY NAME		QUOTE RECEIVED		AMOUNT COMMITTED		
ADDRESS		YES	NO			\$ AMOUNT _____ % OF TOTAL BID _____
CONTACT PERSON / PHONE #						
MBE___ WBE___ DBE___		TYPES OF SUBCONTRACT WORK OR MATERIALS	DATE SOLICITED			COMMITMENT MADE ___ YES(IF YES GIVE DATE) MONTH ___ DAY ___ YR ___ ___ NO
CERTIFIED BY:	SOLICITATION METHOD					
COMPANY NAME	QUOTE RECEIVED		AMOUNT COMMITTED			
ADDRESS	YES			NO	\$ AMOUNT _____ % OF TOTAL BID _____	
CONTACT PERSON / PHONE #						
MBE___ WBE___ DBE___	TYPES OF SUBCONTRACT WORK OR MATERIALS		DATE SOLICITED		COMMITMENT MADE ___ YES(IF YES GIVE DATE) MONTH ___ DAY ___ YR ___ ___ NO	GIVE REASON(S) IF NO COMMITMENT MADE
CERTIFIED BY:		SOLICITATION METHOD				
COMPANY NAME		QUOTE RECEIVED		AMOUNT COMMITTED		
ADDRESS		YES	NO		\$ AMOUNT _____ % OF TOTAL BID _____	
CONTACT PERSON / PHONE #						

Prepared by: \_\_\_\_\_ Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**ALLEGHENY COUNTY  
M/W/DBE PARTICIPATION STATEMENT (Waiver Request)**

**CDBG-R PROJECT NUMBER:** \_\_\_\_\_

**PROJECT NAME:** \_\_\_\_\_

**BIDDER'S FIRM:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_

**TELEPHONE NUMBER:** \_\_\_\_\_

IN ALL INSTANCES A "GOOD FAITH EFFORT" MUST BE MADE TO MEET THE MWDBE CONTRACT GOAL AS OUTLINED IN THE 'MINORITY, WOMEN, and DISADVANTAGE BUSINESS ENTERPRISE CONTRACTOR BIDDING AND REPORTING REQUIREMENTS for MWDBE' GENERAL CONDITIONS "GOOD FAITH EFFORTS" SECTION.

If you plan to perform the entire contract without using MWBDE subcontractors and/or suppliers, a full explanation of why you were not successful for meeting the MWDBE goal of 13% MBE and 2% WBE needs to be included in your "Good Faith Effort" justification. In addition to the "Good Faith Effort" justification, the waiver request will need to include a detailed explanation of your normal business practice, operation, and/or inventory profile, as well as an active company diversity plan/policy.

**NOTE: The fully completed MWDBE Participation Statement must accompany this waiver request that shows your "Good Faith Effort."**

Prepared by: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_