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**MWBE CONTRACTOR GOOD FAITH EFFORTS CERTIFICATION**

PROJECT/CONTRACT (If applicable) #

I, \_\_\_\_\_, \_\_\_\_\_  
(Contractor/Vendor name) (Title)

of \_\_\_\_\_  
(Company) (Address)

do hereby submit the following as evidence of our good faith efforts to retain certified minority- and women-owned business enterprises:

- (1) Copies of solicitations of certified minority- and women-owned business enterprises and any responses thereto;
- (2) Responses to the solicitations received, where a certified minority- or woman-owned business enterprise was not selected & the specific reasons that such enterprise was not selected;
- (3) Copies of any advertisements for participation by certified minority- and women-owned business enterprises timely published in appropriate general circulation, trade and minority- or women-oriented publications, together with the listing(s) and date(s) of the publication of such advertisements;
- (4) Copies of any solicitations of certified minority- and/or women-owned business enterprises listed in the directory of certified businesses;
- (5) The dates of attendance at any pre-bid, pre-award, or other meetings, if any, scheduled by the State agency awarding the State contract, with certified minority- and women-owned business enterprises which the State agency determined were capable of performing the State contract scope of work for the purpose of fulfilling the contract participation goals;
- (6) Information describing the specific steps undertaken to reasonably structure the contract scope of work for the purpose of subcontracting with, or obtaining supplies from, certified minority- and women-owned business enterprises.
- (7) A description of any other action undertaken by the bidder to document its good faith efforts to retain certified MWBE for this procurement.

*Please supply justification that shows the steps you took to determine that there is no MWBE opportunity for your contract. You will need to supply proof of your searches or other correspondence which shows that you did look for MWBE vendors.*

Authorized Representative Signature

Title

Date