

AFFIDAVIT "D"
GOOD FAITH EFFORTS

Project: _____

If the established goal for participation by minority businesses is not achieved, the bidder must provide the following documentation to the Owner of his **Good Faith Efforts** within **24 hours** after notification of being the low bidder.

Affidavit of _____
(Name of Bidder)

I hereby do certify the attached documentation as true and accurate representation of my good faith efforts.
(Attach additional sheets if required).

Minority Firm Name Phone Number	City- State	Minority Category*	Type of Work	Dollar Value
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

* Minority Categories: Black, African American (B), Hispanic (H), Asian American (AA), American Indian (AI), Female (WF), Socially and Economically Disadvantaged (SE), and Disabled (D).

Documentation of the Bidder's good faith efforts to meet the goals set forth in these provisions. Examples of documentation include, but are not limited to, the following evidence.

✓	Description	Points	Awarded Points
_____	(a) Did a representative of your company attend the pre-solicitation or pre-bid meeting scheduled by the City to inform M/WBE firms of contracting, subcontracting, and supply opportunities and to review contractor requirements of complying with the program?	10	_____
_____	(b) Did your company advertise in general circulation, trade association, or minority focus media concerning subcontracting opportunities? NOTE: A contractor must advertise in all three mediums to receive full value for this item).	15	_____
_____	(c) Did your company provide written notice to a reasonable number of specific M/WBE firms that their interest in the contract is being solicited, at least 10 days before bids are due to allow M/WBE firms time to participate? Please provide a copy of the solicitations for quotes sent to at least 3 minority firms from the source list provided by the owner for each subcontract to be let under this contract (if 3 or more firms are shown on the source list). Each solicitation shall include a specific description of the work to be subcontracted, location where bid documents can be reviewed, name of representative of the prime bidder to contact, and location, date, and time.	15	_____

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✓	Description	Points	Awarded Points
_____	(d) Did you follow up initial solicitation of interest by contacting M/WBE firms to determine with certainty whether the M/WBE firms are interested? Please include telephone log of follow up calls you made to confirm interest.	10	_____
_____	(e) How did your company identify and select portions of the work to be performed by M/WBE firms in order to increase the likelihood of M/WBE participation (including where appropriate, breaking down contracts into economically feasible units to facilitate M/WBE participation)? Please provide a copy of documentation where this information was included.	15	_____
_____	(f) Explain how you provided interested M/WBE firms with equal access to specifications, plans, and requirements of the contract.	10	_____
_____	(g) How have you negotiated fairly with interested M/WBE firms, not rejecting M/WBE as unqualified without sound reasons based on a thorough investigation of their capabilities? Copy of documentation or response received from each firm responding to the solicitation must be submitted, along with Subcontractor Quote Comparison Form . For subcontracts where the minority firm is not the lowest bidder, please provide copies of quotes received from all firms submitting quotes for that particular subcontract. Please provide documentation detailing reasons for rejecting any M/WBE firm’s bid as unqualified.	25	_____
	(h) What services were used from the City of Winston-Salem's M/WBE office; available minority community organizations; minority contractors' groups; local, state, and federal minority business assistance offices; and other organizations that provide assistance in the recruitment and placement of M/WBE firms? Please provide a copy of this documentation. Note: A contractor must utilize at least two agencies to receive full value.	10	_____
	(i) How did your company provide assistance to an otherwise qualified minority firms in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily required? Did your company assist minority firms in obtaining the same unit pricing with the bidder’s suppliers in order to help minority firms in establishing credit? Please provide copy of any documentation (could be included in Solicitation Letter), and/or evidence of implementation from previous projects in the past 5 years advising M/WBE firms what type assistance was available. Note: A contractor can receive up to 10 points for offering; 10 points for implementation.	20	_____

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GOOD FAITH EFFORTS (continued)

✓	Description	Points	Awarded Points
_____	(j) How did your company provide assistance in obtaining required bonding or insurance or providing alternatives to bonding or insurance for subcontractors? Provide a copy of any documentation (could be included in Solicitation Letter) and/or evidence of implementation from previous projects in the past 5 years advising M/WBE firms what type assistance was available. Note: A contractor can receive up to 10 points for offering; 15 points for implementation.	25	_____
_____	(k) Did your company negotiate a joint venture or partnership arrangement with minority firms to increase opportunities for minority participation when possible? Please provide copy of any documentation (could be included in Solicitation Letter) advising M/WBE firms what type assistance was available or outlining any other steps taken to fulfill this requirement.	10	_____
_____	(l) Did your company provide quick pay agreements and policies to enable minority contractors and suppliers to meet cash flow demands? What procedures were initiated to fulfill this requirement and how were the M/WBE firms informed of this assistance? Evidence of implementation from previous projects in the past 5 years can be submitted. Note: A contractor can receive up to 5 points for offering; 10 points for implementation.	15	_____
Total Points		180	_____

NOTE: A contractor must accumulate at least **115 points** to demonstrate a **"Good Faith Effort"** was made. Partial points may be awarded when the complete requirement of an item is not met.

Failure to provide the documentation as listed in these provisions may result in rejection of the bid and award go to the next lowest responsible and responsive bidder.

Date: _____ Name of Officer: _____
 Signature _____
 Title _____

State of North Carolina, County of _____ subscribed and sworn before
 me this _____ day of _____, 20 _____

Notary Public _____ My commission expires _____

SEAL