

# MINORITY AND WOMEN BUSINESS ENTERPRISE (MWBE) PARTICIPATION PLAN

RESPONDENT: \_\_\_\_\_

SOLICITATION NUMBER: \_\_\_\_\_ DATE: \_\_\_\_\_

All Respondents, including Minority Business Enterprise (MBE) firms and Women Business Enterprise (WBE) firms, must complete and submit this MWBE Participation Plan Form with their responses. Through submission of its response, Respondent certifies, acknowledges, and agrees that Respondent will utilize MBE and WBE firms in compliance with the participation levels specified herein, and that those participation levels are accurate and true.

For the purposes of MWBE participation in Leon County Government, City of Tallahassee, and Blueprint Intergovernmental Agency projects, certified MBE and WBE firms are certified by the Office of Economic Vitality Minority, Women, and Small Business Enterprise (MWSBE) Division.

The project specific goals for this solicitation are located in Section 1 below. To receive points for MWBE Participation, Respondents must meet or exceed the project specific goals. If Respondents fail to meet or exceed the project specific goals, Respondents are responsible for completing the Good Faith Effort Documentation Form to remain responsive to the solicitation. The Good Faith Effort Documentation Form is available at: <https://www.talgov.com/doingbusiness/mbe.aspx>

To be eligible for points, this form and all other necessary MWBE Forms must be included in Respondent's MWBE Section in the tab or section specified in this solicitation. MWBE Sections, Forms, or other documentation included in a different tab or section will not be scored. All MWBE Forms can be found here: <https://www.talgov.com/doingbusiness/mbe.aspx>

## SECTION 1 – Project Specific Goals

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The Project Specific Goals for this solicitation are as follows:

	Project Specific Goal
Certified MBE Participation	<u>MBE GOAL</u>
Certified WBE Participation	<u>WBE GOAL</u>

**SECTION 2 – MWBE Participation**

Complete the following table. The Respondent and Team Summary Form must include documentation supporting the totals below. The Total Percentage is calculated by dividing the Total Dollar Amount of Certified Firm Participation by the Total Project Amount. The Certified MBE Firm Participation Total Dollar Amount will correspond to the sum of all dollars spent with Certified MBE Firms on the Respondent and Team Summary Form. The Certified WBE Firm Participation Total Dollar Amount will correspond to the sum of all dollars spent with Certified WBE Firms on the Respondent and Team Summary Form. Round to the nearest whole dollar.

	<b>Total Dollar Amount</b>	<b>Total Percentage</b> <small>(Firm Participation ÷ Total Project Amount)</small>
Total Project Amount	\$	100%
Certified MBE Firm Participation	\$	
Certified WBE Firm Participation	\$	

If there are alternates, please complete a table and Respondent and Team Summary Form for each alternate.

<b>Alternate 1</b>	<b>Total Dollar Amount</b>	<b>Total Percentage</b>
Total Project Amount	\$	100%
Certified MBE Firm Participation	\$	
Certified WBE Firm Participation	\$	

<b>Alternate 2</b>	<b>Total Dollar Amount</b>	<b>Total Percentage</b>
Total Project Amount	\$	100%
Certified MBE Firm Participation	\$	
Certified WBE Firm Participation	\$	

<b>Alternate 3</b>	<b>Total Dollar Amount</b>	<b>Total Percentage</b>
Total Project Amount	\$	100%
Certified MBE Firm Participation	\$	
Certified WBE Firm Participation	\$	

**SECTION 3 – Mentor-Protégé; Joint Venture, Partnership, and Association, and Apprenticeship or Externship**

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- Respondent is participating in a Mentor-Protégé relationship in accordance with the [MWSBE Policy](#) with one or more firms identified in the Respondent and Team Summary Form. A Mentor-Protégé Development Plan is attached to this form.
  
- Respondent is participating in a Joint Venture, Partnership, or Association in accordance with the [MWSBE Policy](#) with one of the firms identified in the Respondent and Team Summary Form. A Joint Venture, Partnership, and Association Affidavit is attached to this form.
  
- Respondent or one or more of the firms identified in the Respondent and Team Summary Form are participating in an Apprenticeship or Externship Program in accordance with the [MWSBE Policy](#). An Apprenticeship or Externship Affidavit is attached to this form.

Respondent will include documentation to support all participation identified above as an attachment to this Form. Necessary forms are available at:

<https://www.talgov.com/doingbusiness/mbe.aspx>

**ACKNOWLEDGEMENT**

I hereby certify, as Respondent to this Solicitation, that the information provided herein is true and correct. I affirm that I have authority to bind Respondent to contractual agreements.

Respondent has communicated with the subcontractors and subconsultants identified herein, and those subcontractors and subconsultants understand that Respondent intends to utilize them on this project, if awarded. Respondent agrees that bad faith or dishonesty in the information provided on this MWBE Participation Plan Form is a violation of [MWSBE Policy](#) Section VIII.G. If awarded, Respondent agrees to utilize the firms identified herein, to endeavor to pay those firms the amounts identified herein to meet the project specific goals for this solicitation, to monitor the work of the firms, to provide subcontractor or subconsultant payment information to the MWSBE Division, and to abide by the [MWSBE Policy](#).

\_\_\_\_\_  
Name of Respondent

\_\_\_\_\_  
Title of Signatory

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name