



**City of Fort Worth
Disadvantage Business Enterprise**

GOOD FAITH EFFORT

Prime Company Name

Bid Date

Project Name

Project Number

If you have failed to secure DBE participation and you have subcontracting and/or supplier opportunities or if your DBE participation is less than the City's project goal, you must complete this form.

If the bidder's method of compliance with the DBE goal is based upon demonstration of a "good faith effort", the bidder will have the burden of correctly and accurately preparing and submitting the documentation required by the City. Compliance with each item, 1 thru 6 below, shall satisfy the Good Faith Effort requirement absent proof of fraud, intentional and/or knowing misrepresentation the facts or intentional discrimination by the bidder.

Failure to complete this form, in its entirety with supporting documentation, and received by the Managing Department on or before 5:00 p.m. five (5) City business days after bid opening, exclusive of bid opening date, will result in the bid being considered non-responsive to bid specifications.

1.) Please list each and every subcontracting and/or supplier opportunity (**DO NOT LIST NAMES OF FIRMS**) which will be used in the completion of this project, regardless of whether it is to be provided by a DBE or non-DBE. On Combined Projects, list each subcontracting and or supplier opportunity through the 2nd tier.

(Use additional sheets, if necessary)

List of: Subcontracting Opportunities

List of: Supplier Opportunities

2.) Obtain a current (not more than three (3) months old from the bid open date) list of DBE subcontractors and/or suppliers from the City's M/WBE Office.

Yes
 No

Date of Listing ____/____/____

3.) Did you solicit bids from DBE firms, within the subcontracting and/or supplier areas previously listed, at least ten calendar days prior to bid opening by mail, exclusive of the day the bids are opened?

Yes If yes, attach DBE mail listing to include name of firm and address and a dated
 No copy of letter mailed.

4.) Did you solicit bids from DBE firms, within the subcontracting and/or supplier areas previously listed, at least ten calendar days prior to bid opening by telephone, exclusive of the day the bids are opened?

Yes If yes, attach list to include name of DBE firm, person contacted,
 No phone number and date and time of contact.

NOTE: A facsimile may be used to comply with either 3 or 4, but may not be used for both. If a facsimile is used, attach the fax confirmation, which is to provide DBE name, date, time, fax number and documentation faxed.

NOTE: If the list of DBEs for a particular subcontracting/supplier opportunity is ten or less, the bidder must contact the entire list to be in compliance with questions 3 and 4. If the list of DBEs for a particular subcontracting/supplier opportunity is ten or more, the bidder must contact at least two-thirds of the list within such area of opportunity, but not less than ten to be in compliance with questions 3 and 4.

5.) Did you provide plans and specifications to potential DBEs or information regarding the location of plans and specifications in order to assist the DBEs?

Yes
 No

6.) Submit documentation if DBE quotes were rejected. The documentation submitted should be in the forms of an affidavit, include a detailed explanation of why the DBE was rejected and any supporting documentation the bidder wishes to be considered by the City. In the event of a bona fide dispute concerning quotes, the bidder will provide for confidential *in-camera* access to a inspection of any relevant documentation by City personnel.

(Please use additional sheets, if necessary, and attach.)

Company Name	Telephone	Contact Person	Scope of Work	Reason for Rejection

ADDITIONAL INFORMATION:

Please provide additional information you feel will further explain your good and honest efforts to obtain DBE participation on this project.

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The bidder further agrees to provide, directly to the City upon request, complete and accurate information regarding actual work performed on this contract, the payment thereof and any proposed changes to the original arrangements submitted with this bid. The bidder also agrees to allow an audit and/or examination of any books, records and files held by their company that will substantiate the actual work performed on this contract, by an authorized officer or employee of the City.

Any intentional and/or knowing misrepresentation of facts will be grounds for terminating the contract or debarment from City work for a period of not less than three (3) years and for initiating action under Federal, State or Local laws concerning false statements. Any failure to comply with this ordinance and creates a material breach of contract may result in a determination of an irresponsible offeror and barred from participating in City work for a period of time not less than one (1) year.

The undersigned certifies that the information provided and the DBE(s) listed was/were contacted in good faith. It is understood that any DBE(s) listed in Attachment 1C will be contacted and the reasons for not using them will be verified by the City's M/WBE Office.

Authorized Signature

Printed Signature

Title

Contact Name and Title (if different)

Company Name

Phone Number

Fax Number

Address

Email Address

City/State/Zip

Date