**WISCONSIN DEPARTMENT OF TRANSPORTATION**

**BUREAU OF AERONAUTICS**

**CERTIFICATE OF GOOD FAITH EFFORTS (DBE)**

**BY CONTRACTOR**

The intent of this certificate is to document the good faith efforts implemented by the apparent successful low bidder in soliciting, and utilizing Disadvantaged Business Enterprises (DBE) to meet participation requirements. This certificate will assist WisDOT in determining whether the apparent successful low bidder has implemented comprehensive good faith efforts.

Failure to implement good faith efforts, to the satisfaction of WisDOT, could result in rejection of the bid.

I, , do hereby acknowledge that I am the of , who is identified as the apparent successful low bidder on Airport Project No. .

Provide a brief summary of why the DBE participation goals on this contract proposal have not been met. (Attach additional sheets if necessary.)

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I hereby certify that I have utilized comprehensive good faith efforts to solicit and utilize DBE firms to meet the participation requirements of this contract proposal, as demonstrated by my responses to the following questions:

**A. IDENTIFYING SUBCONTRACT WORK ITEMS**

Contractors are encouraged to select portions of work to be subcontracted in a manner which will increase the likelihood of meeting DBE goals. In selecting work to be subcontracted, contractors will consider, where appropriate, breaking down contracts into economically feasible units to facilitate DBE participation.

1. Which portions of the contract proposal, in terms of the nature of work, were selected to be subcontracted to DBE firms?

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**B. NOTIFYING DBE FIRMS OF CONTRACTING OPPORTUNITIES**

2. Solicitations by mail must be made to all DBE firms, identified in WisDOT's Unified Certification Program Directory, that do the type of work which is proposed to be subcontracted. Following this initial solicitation, at least one telephone call per quarter must be made to any DBE firms which have not responded to the mailing.

In the spaces provided below, indicate which firms received written notification of work items to be subcontracted. In the appropriate space, also indicate when firms received subsequent telephone solicitations. Please attach additional sheets if necessary, so that all companies contacted are listed. (Photocopies of all written solicitations to DBE firms are to be attached to this certificate.)

|  |  |  |  |
| --- | --- | --- | --- |
| **Company Contacted** | **Date** | **Telephone** | **Date** |
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3. Were the services of the WisDOT Support Services: (414) 438-4583 used to assist in the recruitment of DBE firms?

 YES [ ]  NO [ ]  Date contacted

 Contact was made by: Telephone [ ]  Written correspondence [ ]

**C. PROVIDING DBE'S WITH ASSISTANCE**

4. Explain any efforts undertaken to provide DBE firms with information about project plans, specifications and requirements of the contract.

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5. Describe any efforts undertaken to assist interested DBE firms in obtaining bonding, lines of credit, or insurance required by WisDOT or the contractor.

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6. Describe any other efforts initiated to provide special assistance to DBE firms interested in participating in the project.

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 **D. SOLICITING QUOTES FROM INTERESTED DBE FIRMS**

 Contractors must solicit quotes in good faith with interested DBE firms. Quotes, proposals, and bids from interested DBE firms must not be rejected by contractors without sound justification based on a thorough investigation of the capabilities of the firms.

7. Indicate in the space provided below which DBE firm’s submitted quotes on the contract proposal. Provide a brief explanation of why any of these DBE project quotes were rejected. Please attach additional sheet if necessary.

 **Name of DBE Firm Explanation for Rejecting Quotes**

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**AFFIDAVIT**

STATE OF WISCONSIN )

) ss

COUNTY OF )

The undersigned, having been first duly sworn, says that the information given in the above certificate is true and correct to the best of his knowledge and belief.

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_\_\_\_ \_\_ , 20 \_\_ \_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notary Public

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Bidder or authorized representative

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title

For Airport Project

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