**WISCONSIN DEPARTMENT OF TRANSPORTATION**

 **BUREAU OF AERONAUTICS**

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

 **BY CONSULTANT**

AIRPORT NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 CONTRACT NO. (type planning/design/construction/etc.)

This certificate is to document and assist WisDOT in determining the good faith efforts implemented by the consultant in soliciting and utilizing Disadvantaged Business Enterprises (DBE's) to meet participation requirements.

Failure to implement "good faith" efforts to the satisfaction of WisDOT could result in rejection of the contract.

I, \_\_\_ , do hereby acknowledge that I am the of \_\_\_\_\_ , who is identified as the consultant 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.)

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, as demonstrated by my responses to the following questions:

 **A. IDENTIFYING SUBCONTRACT WORK ITEMS**

Consultants 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, consultants will consider, where appropriate, breaking down contracts into economically feasible units to facilitate DBE participation.

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

 **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 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. Also indicate when the 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 and a copy of your telephone log, noting efforts to contact DBE firms, are to be attached to this certificate.)

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| --- | --- | --- | --- |
| **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 the scope of services and requirements of the contract:

5. Describe any other efforts undertaken to provide special assistance to DBE firms interested in participating in the project:

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

Consultants must solicit proposals in good faith with interested DBE firms. Quotes, proposals, and bids from interested DBE firms must not be rejected by consultants 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 proposals on the contract. Provide a brief explanation of why any of these DBE proposals were rejected. Please attach additional sheet if necessary. (Attach copies of all DBE proposals received and copies of non-DBE proposals that were used instead of higher DBE proposals.)

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

 **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:

Proposer or authorized representative

Title

For Airport Project No.

**Mail to:**

Wisconsin Department of Transportation

Attn: Shannon Clary, Equal Rights Officer

Bureau of Aeronautics

P.O. Box 7914

Madison, WI 53707-7914

315bdev.dot/r.03/12/18