

SCHOOL DISTRICT OF JENNINGS

REQUEST FOR PROPOSAL

RFP TITLE: Jennings School District Student Information Systems

RFP# JSDSIS-001-2023:

DATE OF ISSUANCE: May 3, 2023

**MANDATORY
PRE-BID CONFERENCE:** May 19, 2023 at 2:00 P.M.

**LOCATION OF BIDDER'S
CONFERENCE:** Virtual, Google Meet
Jennings SD Central Office
2559 Dorwood Dr.
Jennings, MO 63136

FINAL QUESTIONS DUE: May 26, 2023 at 4:00 P.M.

BID DUE DATE: June 2, 2023 at 2:00 P.M.

SUBMIT TO: School District of Jennings
Central Office
2559 Dorwood Drive
Jennings, Missouri 63136

TABLE OF CONTENTS

Jennings School District Student Information Systems

RFP# JSD-SIS 001-2023

Section 1:	INTRODUCTION AND ANNOUNCEMENT FOR SEALED PROPOSALS
Section 2:	TENTATIVE RFP TIMELINE
Section 3:	INSTRUCTIONS TO BIDDERS/GENERAL INFORMATION
Section 4:	MANDATORY PRE-BID CONFERENCE
Section 5:	THE PROPOSAL
Section 6:	EVALUATION CRITERIA, PROCESS AND CONTRACT AWARD
Section 7:	MINORITY PARTICIPATION
Section 8:	RESERVATIONS / STIPULATIONS
Section 9:	FEDERAL WORK AUTHORIZATION PROGRAM (“E-VERIFY”)

Attachment A: SCOPE OF WORK

Attachment B: BID FORM

Attachment C: E-VERIFY AGREEMENT AND AFFIDAVIT

Attachment D: STATEMENT OF MBE/WBE PARTICIPATION

Section 1. INTRODUCTION AND ANNOUNCEMENT FOR SEALED PROPOSALS

INTRODUCTION:

The School District of Jennings (the “District”) is seeking the goods and/or services described in Attachment A of the proposal.

NOTICE TO BIDDERS:

Copies of this RFP may be obtained from the District’s website at www.jenningsk12.org/rfp, or go to the district homepage and select “RFP” under the “Department” dropdown menu at the top of the page.

The District reserves the right to accept or reject any or all Proposals (as hereinafter defined) and to waive any irregularities. The District also reserves the right to negotiate with selected firms regarding pricing and fee structures. All information included in a Proposal may be incorporated, at the District’s sole option, into the contract to be entered into between the District and the successful Bidder (as hereinafter defined). Any contract awarded as a result of this RFP will be awarded without discrimination on the basis of race, color, religion, age, sex, sexual orientation or national origin.

Section 2. TENTATIVE RFP TIMELINE

The dates and times related to this RFP are listed on the cover page. The District reserves the right to modify the RFP Timeline as needed by posting the change as an addendum to this RFP on the District website.

Section 3. INSTRUCTIONS TO BIDDERS/GENERAL INFORMATION

- 3.1 Form of Submissions.** Each person or entity submitting a response to this RFP (each “Bidder”) should prepare and submit their proposal in response to this RFP (“Proposal”) in a sealed envelope or box. The package (envelope or box) shall be plainly marked as **RFP# JSD-SIS 001-2023**, along with the firm or team’s name and the package shall be addressed to:

**School District of Jennings
Central Office
Attn: Michael O’Connell
2559 Dorwood Drive
Jennings, MO 63136**

- 3.2 Manner of Submission** – The sealed Proposal must be received at the address listed in Section 3.1 on or before the bid due date and time. Each Proposal will be date and time stamped upon receipt. Proposals received after that date and time will not be considered and will remain unopened. Proposals must be filled out as requested including all required signatures and pertinent information. Failure to do so is reason for rejection of the Proposal. If Bidder is a corporate entity, the entity’s name must be correctly stated, and the Proposal must include the state of incorporation of such entity, and, if a foreign entity, proof of

registration to transact business in the state of Missouri. A person with the authority to act on behalf of the entity (i.e. an authorized agent of the entity) must sign his or her name on the Proposal.

- 3.3 Format of Proposal** - Each Proposal must include the information required in Section 5. Each required response listed in Section 5 shall be included as a required document.
- 3.4 Questions About this RFP** - All questions regarding this RFP shall be made electronically via e-mail in writing and directed to **rfp@jenningsk12.org**. The subject of the e-mail shall be “QUESTION - **RFP# JSD-SIS 001-2023**”. Failure to provide the correct RFP number in the email will deem the question unanswerable and will not be considered as part of any addenda. Any questions submitted after the date and time listed in Section 2 above shall not be considered or answered. Answers to all properly submitted written questions will be posted on the District’s website at www.jenningsk12.org/rfp as addenda no later than two working days prior to the due date.
- 3.5 Addenda** - The District may revise this RFP by issuing written addenda. Addenda will be posted to the District’s website at www.jenningsk12.org/rfp. Interested persons or entities are encouraged to check the District’s website frequently for addenda to this RFP. Bidders are responsible for viewing and understanding information in addenda to the same extent as the RFP. The District has no obligation or duty to communicate addenda to Bidders beyond the posting of addenda on its website.
- 3.6 Awards** – All Proposal selections must be approved by the Jennings School Board prior to an award being final. Awards will be made to the highest scoring responsible bidder complying with the terms of these specifications, except that the right is reserved by the District to make such selection, as in its judgment, is best suited for the purpose intended. Notwithstanding anything contained herein to the contrary, a contract shall not exist between the District and the selected Bidder until: A) such agreement has been duly authorized and approved by the Jennings School Board; and B) the agreement has been documented in accordance with Missouri Revised Statutes Section 432.070. A contract awarded pursuant to this RFP may not be assigned to any other entity without the express written authorization of an authorized agent of the District.
- 3.7 Rejection of Proposals** – The District reserves the right to accept or reject any Proposal or any part of any Proposal.
- 3.8 Submitted Proposals Considered Final** – All Proposals shall be deemed final, conclusive and irrevocable, and no Proposal shall be subject to correction or amendment for any error or miscalculation.
- 3.9 Form of Contract** – The successful Bidder shall be required to enter a contract in the form prescribed by the District
- 3.10 Preference for Missouri Products** – The District prefers to purchase those materials, products and supplies, which are produced, manufactured, compounded, made or grown, within the State of Missouri. When they are found in marketable quantities in the State of Missouri, and are of a quality suited to the purpose intended, and can be secured without additional cost over out-of-state products. Quality and fitness of articles will be considered in making purchases or letting contracts.
- 3.11 Taxes** – FEDERAL EXCISE TAX, TRANSPORTATION TAX, and/or STATE RETAIL TAX SHALL NOT be included in the Proposal, as these taxes do not apply to the District.

- 3.12 Grievances** - Any complaints or grievances concerning or arising out of this RFP shall be submitted in writing to the Superintendent, School District of Jennings, 2559 Dorwood Drive, Jennings, Missouri 63136.

Section 4. THE PROPOSAL

- 4.1** The Scope of Services for this RFP is set forth in Attachment A.
- 4.2** Qualifications/Certifications/Resume and Operations Plan with Technical Proposal (See attachment A)
The following information should be provided in Part I of the Proposal. The documents should be clearly marked: **“Part I – Qualifications”**
- 4.2.1** Proposer should provide detailed information addressing each of the following areas:
- 4.2.1.1 Licensing and certification in the field of the requested services;
 - 4.2.1.2 Any citation or discipline action taken against the respondent by a licensing board or association related to the field of the requested services which is pending or has been resolved within the past 12 months;
 - 4.2.1.3 Information regarding law suits relevant to the requested services that are pending or have been resolved within the past 12 months.
 - 4.2.1.4 Failure to be forthright in disclosure shall be grounds for disqualification of a vendor. This section shall not be interpreted to require the disclosure of information shielded from disclosure by State or Federal Statutes and/or court order.
- 4.2.2** Please respond briefly, but completely, to the following:
- 4.2.2.1 Person/Entity Name
 - 4.2.2.2 Address
 - 4.2.2.3 Name and Title of Authorized Representative
 - 4.2.2.4 Telephone Number
 - 4.2.2.5 Fax Number
 - 4.2.2.6 Email Address
 - 4.2.2.7 Include the above information for each person/entity that is part of the project team for this Proposal
- 4.2.3** Bid Response Elements
- 4.2.3.1 Entity Qualifications
 - 4.2.3.2 References (other school districts where possible)
 - 4.2.3.3 Brief description of entity’s experience with providing the requested services
 - 4.2.3.4 Copies of Licenses and Certifications including, but not limited to, license to conduct business.
- 4.3** Bid Form – Attachment B. The following pricing information from Attachment B, should be labeled as, **“Part II, Total Costs”** of the Proposal.

4.3.1 Attachment B must be used.

4.3.2 Outline specifically the prices and rates specified in Attachment B.

4.4 Required Documents

The following information should be provided in Part III of the Proposal labeled, "**Part III, Federal Work Authorization & MBE/WBE Participation**"

4.4.1 Attachment C - Federal Work Authorization Program Addendum and Affidavit
~~Bidder Affirmation Form~~

4.4.2 Attachment D – Statement of MBE/WBE Participation. Our goals are stated in Section 7.

All of the above information will be reviewed and evaluated during the bid evaluation process by the Owner.

Section 5. EVALUATION CRITERIA, PROCESS AND CONTRACT AWARD

5.1 Evaluation Criteria - The following criteria will be used with the weighted values below to evaluate each Proposal received. The District reserves the right to request clarification to the Proposal in order to evaluate all proposals.

Evaluation Criteria	Points
Total Price and Cost Effectiveness of Proposal	55
M/WBE Participation	20
Prior Experience with the District or other districts	10
Vendor's Experience and Demonstrated Expertise	15
Total Points Possible	100

5.2 Bid Opening – All Proposals received on or before the Proposal Due Date and Time shall be assembled and opened publicly promptly at that time in the District Offices located at 2559 Dorwood Drive, Jennings, Missouri 63136 in a conference room to be designated. All interested parties are welcome to attend.

5.3 Evaluation – The District will assemble a review committee to assist in evaluating all Proposals (the "Evaluation Team"). From this evaluation, the District may select a Bidder solely on the basis of submittals, or may additionally identify a short list of Bidders for possible interviews. The District may contact any or all respondents to clarify submitted information.

5.4 Contracting – Upon selection of a Bidder, the District will negotiate a scope of services and other terms and conditions of an agreement with the selected Bidder. If such negotiations are not successful, the District reserves the right to begin negotiations with other respondents.

Section 6. MINORITY PARTICIPATION

- 6.1** The achievement by Bidders of the MBE/WBE certification and/ or submission of documentation of efforts to obtain MBE/WBE participation will be considered in the award of all Contracts.
- 6.2** In order to qualify for consideration as an MBE/WBE, a firm must be certified by one of the following:
- 6.2.1** City of Saint Louis/Saint Louis Lambert Airport Authority
 - 6.2.2** Missouri Department of Transportation
 - 6.2.3** Bi State Transit Authority dba METRO
 - 6.2.4** Saint Louis Development Corporation
 - 6.2.5** Saint Louis Minority Business Council
- 6.3** Bidders shall submit the “Statement of MBE/WBE Participation” – Attachment D. If the Bidder is an MBE/WBE firm, Part I should be completed. If the Bidder is not an MBE/WBE firm, Part II should be completed.

Section 7. RESERVATIONS / STIPULATIONS

- 7.1** The District reserves the right, at its sole discretion, to A) reject any or all submittals when, in its opinion, it is determined to be in the public interest to do so; B) waive minor informalities of a submittal; C) cancel, revise, or extend this solicitation; D) request additional information deemed necessary; and E) extract, combine, and delete elements of individual proposals and to negotiate jointly or separately with individual respondents with respect to any or all elements of the proposal.
- 7.2** This RFP does not obligate the District to pay any costs incurred by any respondent in the submission of a proposal or in making necessary studies or design for the preparation thereof, or for procuring or contracting for the services to be furnished under this RFP prior to the issuance of a valid contract under Missouri law. Such exemption from liability applies whether such costs are incurred directly by the Bidder or indirectly through the Bidder’s agent, employees, assigns or others, whether related or not to the Bidder.
- 7.3** The District will give preference to firms located in the city of Jennings when other considerations are equal.
- 7.4** Careful consideration should be given before confidential information is submitted to the District as part of this RFP Proposal. Review should include whether it is critical for evaluating a bid, and whether general, non-confidential information, may be adequate for review purposes. Any and all documents submitted by the respondent may become public if and when they are submitted to any advisory or legislative public body, or pursuant to the Missouri Sunshine Law. The Missouri Sunshine Law provides for public access to information the District possesses.
- 7.5** Bidders acknowledge and agree, by submitting a Proposal, that:
- 7.5.1** The qualifications of each member of the respondent team are important criteria in the selection process. The selected Bidder will not be allowed to substitute any member of the team listed in the Proposal without prior written approval by the District. The District, in its sole and absolute discretion, reserves

the right to accept or reject proposed changes to the team and personnel associated with the team and/or to negotiate the composition of the team.

- 7.5.2** Adherence to the schedule for the work is of critical importance to the District as time is of the essence, and agrees to dedicate the personnel listed in the Proposal to completing the work in accordance with the schedule outlined in the contract. Bidders further acknowledge that the contract for the engagement may include significant liquidated damages for failure to perform in accordance with such schedule.
- 7.5.3** To having read this RFP in its entirety and agreeing to all terms and conditions set out in this RFP. Bidders also accept the responsibility to review and understand all applicable policies of the District, which may be found on the District's website www.jenningsk12.org under "BoardDocs" on the lower right side of the screen, then click on "Policies".
- 7.5.4** The District, and any consultants retained by the District, have the right to make any additional inquiry or investigation they deem appropriate to substantiate or supplement information contained in respondent's submission, and authorizes the release to the District and/or the District consultants of any and all information sought in such inquiry or investigation.
- 7.5.5** Under penalty of perjury, that to the best of his/her belief: A) the prices in the Proposal were arrived at independently and without collusion, consultation, communication, or agreement for the purpose of restricting competition as to any matter or agreement for the purpose of restriction competition as to any matter relating to such prices with any other Bidder, or any other competitor; B) unless otherwise required by law, the prices in this Proposal have not been knowingly disclosed by the Bidder, and will not be knowingly disclosed by the Bidder, prior to opening, directly or indirectly, to any other Bidder or competitor; and C) no attempt has been made or will be made by the Bidder to induce any other person, partnership, corporation, or entity to submit or not to submit a proposal in response to this RFP for the purpose of restriction competition.
- 7.5.6** It is not delinquent in any real estate, personal property, or earning taxes assessed against it or which it is obligated to pay.
- 7.5.7** No fictitious name of any entity or person has been used in this Proposal, and no unidentified third-party will have an interest in any resulting contract or in the performance of any work under this Proposal.
- 7.5.8** It does not do business as or operate under any fictitious name.
- 7.5.9** It has only presented one Proposal in response to this RFP.
- 7.5.10** The Proposal is made in good faith.
- 7.5.11** Its affiliates, subsidiaries, officers, directors, employees, and all team members listed in the Proposal have not been convicted of a felony within the last five (5) years, which felony is related in any way to providing the services and/or items referenced in this RFP, or to the competency of the service provider to perform under any resulting contract.
- 7.5.12** Its affiliates, subsidiaries, officers, directors, employees, and all team members listed in the Proposal are not currently under investigation by any governmental agency and have not in the past four (4)

years been convicted or found liable for any act prohibited by state or federal law in any jurisdiction, including conspiracy or collusion with respect to responding to any public contract.

- 7.5.13** Its affiliates, subsidiaries, officers, directors, employees, and all team members listed in the Proposal have not been excluded from any procurement or non-procurement programs with the government as identified by the U.S. General Service Administration Office of Acquisition Policy.
- 7.6** Any misrepresentations or false statements contained in a response to this RFP or to any request for additional information related to this RFP, whether intentional or unintentional, shall be sufficient grounds for the District to remove respondents from competition for selection at any time.
- 7.7** Bidders shall ensure that no improper, unethical, or illegal relationships or conflicts of interest exist between the Bidder, any employee, officer, director, or principal of the Bidder or District and any other party. The District reserves the right to determine the materiality of such relationships, when discovered or disclosed, whether intended or not. The District also reserves the right to decide in its sole and absolute discretion whether disqualification of the Bidder and/or cancellation of the award shall result. Such disqualification or cancellation shall be without fault or liability to the District. In the event that the District disqualifies a Bidder based on such an improper communication or relationship, and that Bidder's Proposal would have otherwise been considered the lowest responsible bid complying with the terms of these specifications, the District reserves the right to select as the winning Proposal the next most qualified responsible bidder complying with the terms of these specifications.
- 7.8** Bidders agree that they will comply with all applicable federal, state, and local laws, regulations, ordinances, and other requirements that apply to the scope of work in this RFP, including, but not limited to, all reporting and registration requirements. Bidders further agree that this RFP and any contract awarded pursuant to it will be governed under the laws of the State of Missouri.
- 7.9** Indemnification - The Bidder further agrees to indemnify The Jennings School District, its Board, consultants, agents and employees from and against all losses, claims, demands, payments, suits, actions, recoveries, and judgments of every nature and description made, brought or recovered against the Jennings School District by reason of any act or omission of the Bidder.

Section 8. FEDERAL WORK AUTHORIZATION PROGRAM ("E-VERIFY")

Pursuant to Missouri Revised Statute 285.530, all Bidders awarded any contract in excess of five thousand dollars (\$5,000) with a Missouri public school district must, as a condition to the award of any such contract, be enrolled and participate in a federal work authorization program with respect to the employees working in connection with the contracted services being provided, or to be provided, to the District (to the extent allowed by E-Verify). In addition, the Bidder must affirm the same through sworn affidavit and provisions of documentation, and sign an affidavit that it does not knowingly employ any person who is an unauthorized alien in connection with the services being provided, or to be provided, to the District. Such agreement and affidavit is included as Attachment C to this RFP.

ATTACHMENT A

SCHOOL DISTRICT OF JENNINGS - REQUEST FOR PROPOSAL (RFP) Jennings School District Student Information Systems

SCOPE OF WORK

Jennings School District (JSD) is soliciting proposals for a comprehensive, cloud-based, fully integrated student information system that not only meets the requirements set forth in this Request for Proposal (RFP) but, is also flexible and scalable in order to meet its future business and technology needs. The purpose of the RFP is to provide interested vendors with sufficient information to enable them to develop and submit proposals for application software that will fulfill the specified information processing needs. JSD is looking for a system that integrates the following modules:

- Online Registration
- Course Management
- Enrollment Data
- Attendance
- Transcripts & Grading
- Ad Hoc Reporting
- Evaluations & Surveys
- Nutrition Services
- State Reporting
- Traditional & Standards-Based Report Cards
- Medical
- E-Forms
- Student & Parent Online Payments
- Data Extraction
- Clever
- Discipline
- Fines & Fees
- Data Translation
- Data Warehouse
- SchoolMessenger or Call Management System
- Missouri Ed-Fi aligned

JSD is seeking a vendor that has broad experience in school solutions. The final scope of a new SISK12 system and the timeline for purchase and implementation will depend on the following characteristics. The District will consider the quality of the proposed student information system as a whole to this RFP, the capabilities of the vendor, and the price.

JSD's preference is to go "live" in May of 2024.

To the greatest possible extent, JSD seeks to implement a "vanilla" software package (i.e., a software package needing a relative minimum number of modifications) and to limit the modification to the base application.

PROJECT GOALS AND OBJECTIVES

JSD is looking for a partner to support long-term student and District goals. The following lists the major capabilities of the integrated student information system that JSD wishes to purchase. Each vendor is strongly encouraged to address each and every one of these capabilities in its response, as well as to include "value added" items that will supplement or enhance the capabilities listed below.

- Replace the current in-house developed system.
- Provide complete integration between student, teacher, and financial processes.
- Increase information analysis capabilities that support enhanced decision-making capabilities.
- Elimination of duplicate effort, especially concerning redundant data entry processes.
- Allow JSD to easily develop and deliver reports and information that meet all Federal and State of Missouri requirements.
- Provide modern processing capabilities such as drill down, audit trail, and workflow approvals.
- Provide a consistent user interface, online documentation, and context-sensitive help.
- Establish a foundation for integrating new systems in the future.

Below is a summary of District priorities and goals related to a student information solution — encompassing academic, technical, and user needs. Providers should note that RFP responses will be evaluated according to how the solution supports achieving these priorities.

- Personalize the Learning Environment for Students
 - Promote anytime/anywhere learning
 - Track individual student performance toward graduation
 - Proactively address the diverse needs and interests of all students
- Build a Coherent Digital Ecosystem
 - Support a student's choice for mobility across campuses
 - Interoperability/integration across the spectrum of applications and data
 - Enable proactive and predictive analytics in the data warehouse
- Engage Users
 - Empower users (District staff, school staff) by providing access to the information they need, when they need it, in one location (either as part of the SIS solution or a partner application within the digital ecosystem)
 - Be transparent with students and families
 - Provide on-the-go, 24/7 access

ATTACHMENT B

**Jennings School District Student Information Systems
RFP# JSD-SIS 001-2023**

BID FORM

TOTAL COST \$_____

Signature of Authorized Official

Date

Company Name

ATTACHMENT C

**Jennings School District Student Information Systems
RFP# JSD-SIS 001-2023**

E-VERIFY AGREEMENT AND AFFIDAVIT

Name of Vendor:_____

a) Agrees to have an authorized person execute the “Federal Work Authorization Program Affidavit” attached hereto and deliver the same to The Jennings School (“District”) prior to or contemporaneously with the execution of a contract with the District;

b) Affirms it is enrolled in the “E-Verify” (formerly known as “Basic Pilot”) work authorization program of the United States, and are participating in E-Verify with respect to your employees working in connection with the services being provided (to the extent allowed by E-Verify), or to be provided, by your company to the District;

c) Affirms that it is not knowingly employing any person who is an unauthorized alien in connection with the services being provided, or to be provided, by your company to the District;

d) Affirms you will notify the District if you cease participation in E-Verify, or if there is any action, claim or complaint made against you alleging any violation of Missouri Revised Statute 285.530, or any regulations issued thereto;

e) Agrees to provide documentation of your participation in E-Verify to the District prior to or contemporaneously with the execution of its contract with the District (or at any time thereafter upon request by the District), by providing to the District an E-Verify screen print-out (or equivalent documentation) confirming your participation in E-Verify;

f) Agrees to comply with any state or federal regulations or rules that may be issued subsequent to this addendum that relate to Missouri Revised Statute 285.530; and

g) Agrees that any failure by your company to abide by the requirements a) through f) above will be considered a material breach of your contract with the District.

By:_____

(Signature)

Printed Name and Title: _____

For and on behalf of: _____

(Company Name)

ATTACHMENT C
Jennings School District Student Information Systems

RFP# JSD-SIS 001-2023

FEDERAL WORK AUTHORIZATION PROGRAM AFFIDAVIT

I, _____, being of legal age and having been duly sworn upon my oath, state the following facts are true:

1. I am more than twenty-one years of age; and have first-hand knowledge of the matters set forth herein.
2. I am employed by _____ (hereinafter "Company") and have authority to issue this affidavit on its behalf.
3. Company is enrolled in and participating in the United States E-Verify (formerly known as "Basic Pilot") federal work authorization program with respect to Company's employees working in connection with the services Company is providing to, or will provide to, the District, to the extent allowed by E-Verify.
4. Company does not knowingly employ any person who is an unauthorized alien in connection with the services the Company is providing to, or will provide to, the District.

FURTHER AFFIANT SAYETH NOT.

By: _____ (individual signature)

For _____ (company name)

Title: _____

STATE OF MISSOURI
COUNTY OF _____

On this ____ day of _____, 20____, before me, _____, a Notary Public in and for such County and State, personally appeared _____ of _____, known to me to be the person who executed the affidavit on behalf of said _____ and acknowledged to me that he or she executed the same for the purposes therein stated. Subscribed and affirmed before me this ____ day of _____, 20____.

Notary Public

My commission expires on: _____

ATTACHMENT D

**Jennings School District Student Information Systems
RFP# JSD-SIS 001-2023**

STATEMENT OF MBE/WBE PARTICIPATION

CONTRACTOR: _____

PART I: (COMPLETE IF BIDDER IS AN MBE CONTRACTOR/SUPPLIER; SIGN BELOW)

1. THIS BID PROPOSAL HAS BEEN SUBMITTED BY (CHECK ONE):

_____ A MINORITY BUSINESS ENTERPRISE _____ A WOMAN BUSINESS ENTERPRISE

2. BIDDER IS A MBE OR WBE FIRM CERTIFIED BY (CHECK ONE):

_____ Saint Louis Lambert Airport Authority _____ Saint Louis Minority Business Council

_____ Missouri Department of Transportation

_____ BiState Transit Authority dba METRO _____ Saint Louis Development Corporation

PART II: (COMPLETED AND SIGNED BY NON-M/WBE BIDDER)

MWBE SUB-CONTRACTOR	TYPE OF WORK	BID AMOUNT	AMOUNT TOWARD GOAL

TOTAL: _____

MBE SUB-CONTRACTOR PARTICIPATION: _____ %

WBE SUB-CONTRACTOR PARTICIPATION: _____ %

MINORITIES WORKING FOR COMPANY: _____ %

WOMEN WORKING FOR COMPANY: _____ %

MINORITIES WORKING ON JOB SITE: _____ %

WOMEN WORKING ON JOB SITE: _____ %

THE UNDERSIGNED CERTIFIES THAT IT IS AN M/WBE FIRM OR WILL MEET THE PRECENTAGES IDENTIFIED IN PART II ABOVE.

CONTRACTOR: _____

BY: _____ DATE: _____