



ATTACHMENT C.a

MINORITY AND WOMEN PARTICIPATION

1. MINORITY AND WOMEN PARTICIPATION

The BHA has a Minority and Women Participation Program designed to actively seek and encourage minority and women workforce and minority and women business enterprise participation in contracts for services to the fullest extent practicable.

The Program's requirements are detailed in the BHA's Minority and Women Participation Provision (MWPP). Section 00800 of the MWPP specifies the minority and women workforce goals and MBE/WBE utilization goals for the contract (See Attachment C.d). Design Contracts' (A/E) adherence to the MWPP goals is evaluated through the potential points breakdown detailed in the RFP. Accordingly, bidders, proposers, and contractors, their subcontractors or suppliers, must take all necessary and reasonable good faith efforts to ensure opportunities for MBEs and WBEs to compete for and perform contracts.

A "**Minority Business Enterprise Questionnaire**," a "**Women Business Enterprise Questionnaire**," a "**Letter of Intent**," and "**Personnel by Classification**" are attached hereto. These forms must be completed and submitted in the proposal.

If the prime contractor claims consideration as a Minority Business Enterprise (MBE) or Women Business Enterprise (WBE) as defined below under Definitions, the prime contractor must indicate such by checking the relevant box in the appropriate Questionnaire. The BHA reserves the right to require documentation substantiating any claimed status as an MBE or WBE.

If the prime contractor intends to execute a subcontract with an MBE or WBE to provide MBE or WBE participation, the prime contractor must indicate such by checking the relevant box in the appropriate Questionnaire. Said MBE or WBE must conform to the definition of MBE or WBE found below under Definitions.

If the prime contractor intends to enter a joint venture with an MBE or WBE, the prime contractor must indicate such by checking the relevant box in the appropriate Questionnaire. Said joint venture must conform to the definition of joint venture found below under Definitions.

Definitions

- a. Joint Venture - A joint or combined business agreement on a particular project between an MBE or WBE firm(s) and a non-MBE or non-WBE firm(s) in which the MBE or WBE portion(s) is at least 25% or more of the contract amount.
- b. Minority Business Enterprise (MBE) - A business organization that is owned and controlled 51% or more by one or more minority group members as certified by the Massachusetts Supplier Diversity Office (SDO) or City of Boston's Supplier Diversity Program (SDP).
- c. Women Business Enterprise (WBE) - A business organization that is owned and controlled 51% or more by one or more women as certified by the Massachusetts Supplier Diversity Office (SDO) or City of Boston's Supplier Diversity Program (SDP).