

**PROCUREMENT M/WBE PARTICIPATION PLAN**

PA 3749B / 08-10

**Office of Business and Job Opportunity**

PAGE: \_\_\_\_\_ OF \_\_\_\_\_

**NOTE: The Proposer/Bidder shall submit to the Manager, Line/Facility Dept. Form PA 3749C - MODIFIED PLAN for any changes to the original plan: i.e.; subcontractor, dollar amount or work performed. If more than 1 page is used, complete totals on last page.**

**Purchase Order #:** \_\_\_\_\_  
**Proposer/Bidder Name:** \_\_\_\_\_

**Contract Description:** \_\_\_\_\_  
 \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Contract Amount:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Contract Goals:** MBE \_\_\_\_\_ WBE \_\_\_\_\_

Name, Address, Phone Number of PA Certified M/WBE subcontractor (including name of contact person)	Indicate MBE or WBE	Description of Work, Services to be provided. Where applicable, specify, "supply" or "install" or both "supply" and "install."	Anticipated date work will start and finish	Approximate \$ amount of M/WBE Subcontract	M/WBE % of Total Contract Amount
<b>TOTAL:</b>					

Signature of Contractor: \_\_\_\_\_  
 Print Name: \_\_\_\_\_

**FOR OBJO USE ONLY**  
 Contract Goals:  Approved  Waived  Rejected

\_\_\_\_\_  
\_\_\_\_\_  
Title: \_\_\_\_\_ Date \_\_\_\_\_

Reviewed by: \_\_\_\_\_  
                  OBJO Business Development Representative  
Print Name: \_\_\_\_\_ Date \_\_\_\_\_

Distribution: Original – OBJO; Copy 2 –Manager, Line/Facility Department; Copy 3 –Proposer/Bidder, Copy 4 – Procurement Dept – Award File

## INSTRUCTIONS

**PROPOSER INSTRUCTIONS:** In accordance with Section 6. M/WBE Subcontracting Provisions, the proposer shall submit this form as the M/WBE Participation Plan and/or good faith documentation as part of Section 7. Proposal Submission Requirements.

**BIDDER INSTRUCTIONS:** In accordance with Part VI of the contract book, the bidder shall submit a M/WBE Participation Plan and/or best efforts documentation to the Manager or designee identified in the contract book within 10 days of contract award.

**MANAGER/DESIGNEE INSTRUCTIONS:** After a review of the submitted M/WBE Participation plan, forward to the Office of Business and Job Opportunity via fax at (212) 435-7828 or PAD to 233PAS 4th Floor for review and approval. Approved/waived/rejected plan will be returned within 5 business days of receipt of this document. Manager/Designee will advise vendor of the results of the M/WBE Participation Plan review.