

THE COLUMBIA HOUSING AUTHORITY
REQUEST FOR BID

Columbia Housing Authority MBE Requirements

Contractor's receiving award of competitively bid contracts in excess of \$25,000 will be required to take the affirmative steps listed in Items 1-5 below and they are encouraged to make good faith efforts to reach the CHA goal of 30% minority-owned business sub-contract participation. A contractor who claims an inability to identify a qualified and responsible minority subcontractor shall include a Certificate to that effect which will be included for consideration by the Housing Authority Board of Commissioners in their decision to award a contract.

1. Placing qualified small and minority business enterprises on solicitation lists;
2. Assuring that small minority business, and women's business enterprises are solicited whenever there are potential sources;
3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority business, and women's business enterprises;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority business, and women's business enterprises;
5. Using the services and assistance of the Small Business Administration, and the Minority Business Development Agency of the Department of Commerce.

I certify that I have reviewed and fully understand the attached Columbia Housing Authority MBE requirements and will take the five affirmative steps listed and make a GOOD FAITH EFFORT to achieve the MBE participation goal.

Principal Officer of Bidding Company

Date