



# **MINORITY, WOMEN & OTHER BUSINESS ENTERPRISE PROGRAM**

## **GOOD FAITH EFFORT REQUIREMENTS**

# MBE/WBE/OBE

## Contractor Outreach Program

- Take all reasonable steps to ensure that all businesses have an equal opportunity to compete for and participate in the City Contracts.
  - Executive Directive 2001-26 Minority/Women/Other Business Enterprise program
- Make Good Faith Effort (GFE) and document to prove that you have outreached to MBE/WBE/OBE to advise them of this opportunity.
  - MBE: Minority Business Enterprise
  - WBE: Women Business Enterprise
  - OBE: Any other Business Enterprise
- Failure to comply with this requirement will result in being disqualified.
- We encourage you to seek out and use MBE/WBE business whenever possible, but failure to obtain anticipated levels will not disqualify you from consideration in the proposal process.
  - [www.labavn.org](http://www.labavn.org) or [www.bca.lacity.org](http://www.bca.lacity.org) for lists of certified MBEs & WBEs.

# MBE/WBE Good Faith Effort Evaluation

- Good Faith Effort (GFE): 10 indicators on a pass/fail basis.
  - Either full or 0 points - No partial credit can be given.
- You must achieve a minimum of 75 points out of 100 in order for your proposal to be considered responsive.
  - Failure to achieve 75 points deems proposal as non-responsive
- GFE is required. Anticipated participation goals: MBE 12%, WBE 10%, OBE 3%.

# MBE/WBE Outreach – GFE Indicators

<b>1</b>	<b>Level of Anticipated MBE/WBE Participation</b>	<b>No Points</b>
<b>2</b>	<b>Attended Pre-bid Meeting</b>	<b>10 Points</b>
<b>3</b>	<b>Sufficient Work Identified for Sub-consultants</b>	<b>10 Points</b>
<b>4</b>	<b>Advertisement:</b> Not less than 10 calendar days before the Proposal is due. Due May 7, advertisement no later than April 27, 2009.	<b>9 Points</b>
<b>5</b>	<b>Written Notices to Sub-consultants:</b> Not less than 10 calendar days before the Proposal is due date of May 7. Written notices must be sent by April 27. <b>NO EMAIL NOTICES.</b>	<b>15 Points</b>

# MBE/WBE Outreach – GFE Indicators (cont.)

6	<p><b>Follow-up On Initial Solicitation</b>          3 calendar days before May 7 due date, which means follow up by May 4.</p>	10 Points
7	<p><b>Plans, Specifications and Requirements</b>          Provide project info to interested subs</p>	5 Points
8	<p><b>Contacted Recruitment/ Placement Organizations:</b> Request assistance 15 calendar days before due date. Due May 7, request by April 24.</p>	10 Points
9	<p><b>Negotiated in Good Faith:</b> This is a key indicator. <u>Failure to pass this indicator means an automatic failure of GFE.</u></p>	26 Points
10	<p><b>Bonds, Lines of Credit and Insurance Assistance</b> – This indicator can be included in Advertisement (Ind#4) and/or Notice to Sub-consultants (Ind#5)</p>	5 Points
	<b>TOTAL</b>	<b>100 Points</b>

# MBE/WBE Points to Remember

- Submit **Schedule A** w/GFE documentation
- Work performed by the prime contractor not considered in computing MBE/WBE/OBE anticipated levels
- Subcontractors can include suppliers, and vendors of services, such as accounting, payroll, insurance, vehicle maintenance
- **Time sensitive** - please start outreach process immediately if you have not already done so.
- GFE is required of all Prime bidders, regardless of their MBE or WBE standing.
- Minority Business Opportunity Center in Mayor's Office – 213 978-0671 or email questions to: [lamboc@lacity.org](mailto:lamboc@lacity.org)