

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT CONTRACTS COMPLIANCE DEPARTMENT CERTIFICATE OF GOOD FAITH EFFORTS BY CONTRACTOR

This ~~intent of this~~ form ~~shall is to~~ document the good faith efforts (GFE) implemented by bidders in soliciting responses when subcontracting opportunities are insufficient to meet the Small Business Enterprise (SBE), Small Local or Emerging Business Enterprise (SLBE/SLEB), Disabled Veteran Business Enterprise (DVBE), Woman-owned Business Enterprise (WBE), or any other participation goal requirements ("small business participation goals"). This ~~form will assist~~ Alameda-Contra Costa Transit District (AC Transit) ~~form will in-determining~~ whether the bidder has engaged in comprehensive GFE.

Failure to submit GFE, to the satisfaction of AC Transit in its sole discretion, shall result in the determination of a non-responsive bid.

I, _____, do hereby acknowledge that I am the _____ of
(print name) (title)

_____, who is identified as the bidder on
(name of firm)

Solicitation No. _____. I ☐ did ☐ did not attend the pre-proposal, pre-bid, or job-walk meeting that was scheduled for _____ (Factor 1).
(date and time event as indicated in solicitation)

If did not attend pre-proposal, pre-bid, or job-walk meeting, briefly explain: (Attach additional sheets if necessary and all backup documentation)

Provide a ~~brief~~ summary of why the required participation goals on of the referenced solicitation cannot be met. (Attach additional sheets if necessary and all backup documentation)

I hereby certify that I have utilized comprehensive GFE to solicit and utilize certified firms to meet the participation requirements of referenced solicitation, as demonstrated by my responses to the following questions:

A. IDENTIFYING SUBCONTRACT WORK ITEMS (Factor #2)

Contractors are encouraged to select portions of work to be subcontracted in a manner which will increase the likelihood of meeting the participation goals. In selecting work to be subcontracted, contractors will consider, where appropriate, breaking down contracts into economically feasible units to facilitate participation. (Attach additional sheets if necessary and all backup documentation)

1. Which portions of the solicitation proposal, in terms of the nature of work, were selected to be subcontracted to certified firms?

B. NOTIFYING CERTIFIED FIRMS OF CONTRACTING OPPORTUNITIES (Factor 3 – 5 & Factor 8)

1. Solicitations by standard mail or electronic mail (email) shall be made at least fifteen (15) calendar days prior to bid submittal due date to a minimum of ten percent (10%) of certified, “ready, willing, and able” firms listed under the applicable subcontracting scope of work and corresponding NAICS code(s). If ten percent (10%) of certified firms is less than ten (10) total firms, then all certified firms shall be notified. Following the “initial mailing”, at least one follow up solicitation (email, telephone, etc) must be made to those that have not responded to the initial solicitation notification. Bidders are encouraged to utilize the certified directories of the California UCP (managed by Caltrans); California Department of General Services eProcure System; Alameda County Small, Local, and Emerging Business Database; City of Oakland Certified Contractors Database; Port of Oakland Local and Small Business Database, AC Transit small business outreach listing; or any other authorized certified business directory that assists in identifying certified firms applicable to participation goals of the referenced solicitation.

In the spaces provided below, indicate which firms received written notification of work items to be subcontracted. In the appropriate space, also indicate when firms received subsequent notifications. Please attach additional sheets if necessary, so that all companies contacted are listed. **(Note: Copies of all written solicitations to firms must be attached to this document.)**

Company	Written Notification Date	Contact Information Utilized (actual information)	2 nd Contact Date

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2. Advertisement or posting of solicitation notification and goal requirements must be made in appropriate print or electronic media including daily or weekly newspapers, trade association publications, trade journals, trade social media platforms, or other media to solicit DBE, SBE, or MBE firms interested in the project. Actual publication posting must be a minimum of fifteen (15) calendar days prior to the bid submittal due date. **(Note: Copy of publication posting or advertisement showing date must be attached.)**

Publication Name	Contact Date	Posting Date	Section/Page

C. PROVIDING CERTIFIED FIRMS WITH ASSISTANCE (Factor 6 & 7)

1. Explain any efforts undertaken to provide solicited and notified firms with information about project plans, specifications and requirements of the contract. (Attach additional sheets if necessary and all backup documentation)

2. Describe any efforts undertaken (i.e, referrals, recommendations, co-signing, or “additional insured coverage”) to assist interested certified firms in obtaining required bonding, lines of credit, or insurance required by, if applicable. If not applicable, or not necessary, please state such. (Attach additional sheets if necessary and all backup documentation)

D. SOLICITING QUOTES FROM INTERESTED CERTIFIED FIRMS (Factor 9)

Contractors must solicit quotes in good faith with interested certified firms. Quotes, proposals, and bids from interested certified firms must not be rejected by contractors without sound justification based on a thorough investigation of the capabilities of the firms.

1. Indicate in the space provided below which certified firm’s submitted quotes on the contract proposal. Provide an ~~an~~-brief explanation of why any of these certified project quotes were rejected. (Attach additional sheets if necessary.)

Firm Name & Contact	Explanation of Rejected Quote

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Declaration

The undersigned, certifies that all information included in this form is, to the best of their knowledge, true, accurate and complete.

Print Name

Signed: _____
Bidder or authorized representative

Title
