

SUGGESTIONS FOR GOOD FAITH EFFORTS

1. In meeting utilization requirements, the use of Teaming Agreements is encouraged whereby two or more parties, one of which is a certified MWBE, combine resources to accomplish requirements of a specific state contract (if awarded the contract). This type of arrangement may be achieved through a joint venture, prime-subcontractor relationship, or other similar arrangement and must be made part of the bid/qualification package in order to be recognized. While this type of arrangement may assist a smaller business to gain access to government procurement that it may otherwise be denied, the larger contractor may achieve greater control over its costs and more certainty through a pre-bid teaming agreement. Guidance on developing Teaming Agreements may be obtained through the Small Business Administration.
2. Pre-bid advertisements should be placed in publications geographically located within a reasonable distance to the project.
3. Contractors should use up-to-date resources for identifying MWBEs. A Directory of Certified Minority and Women Owned Business Enterprises is located on the internet at <http://www.esd.ny.gov/MWBE.html>
4. Outreach efforts should be conducted with appropriately located (regional) MWBE Business Associations. While not an all inclusive list, the following may be contacted:

SBDC Buffalo

Buffalo State College
1300 Elmwood Avenue, GC206
Buffalo, NY 14222-4222
Phone: (716) 878-4030
buffalosbdc@yahoo.com

SBDC Niagara

Niagara County Community College
3111 Saunders Settlement Road
Sanborn, NY 14132
Phone: (716) 210-2515
sbdc@niagaracc.suny.edu

WNY Black Chamber of Commerce

836 E. Delavan Avenue
Buffalo, NY 14215
(716) 995-0622

SBDC Jamestown

Jamestown Community College
525 Falconer Street
Jamestown, NY 14702-0020
Phone: (716) 338-1024
iredobies@mail.sunyjc.edu

IBERO American Action League

Contact: Donna Scrivens
Email: dkscrivens@yahoo.com

Upstate NY Minority Supplier Development Council

85 River Rock Drive
Buffalo, NY 14207
(716) 871-4120

5. Direct and specific outreach and solicitation to MWBEs tends to be one of the more successful efforts. This effort can open lines of communication with otherwise unfamiliar contractors. Utilize forms available on the MWBE website to solicit interest and request quotes from MWBE's. Whatever format is utilized in outreach efforts, ensure they are fully documented.
6. Major trade subcontractors should be included in plan development. Goal attainment is most successful when there is cooperation from major subcontractors to provide opportunities for

MWBEs on portions of work they intend to subcontract or for the purchase of materials and equipment.

7. For major projects, the division of work may be too large for small subcontractors to handle. Contractors and vendors should be creative by providing, where practical, opportunities for smaller portions of work.
8. All contractors and vendors are aware of the need for prompt payments, therefore, they are required to remit payment to subcontractors after receiving payment. Even so, this may present a hardship for MWBEs regular progress payments. Assistance with supplier credit and other creative financing methods may be beneficial.

It is hoped that these suggestions are helpful in optimizing the potential benefits from your efforts.

Please be sure to maintain records of efforts during plan development. Such documentation may be required to support plan approval before contract award. If there are any questions or if you need assistance, please contact the Facilities Planning Office at (716) 673-3722.