

MBE Goal Setting Model Analysis Form IAC/PSCP Form

Date submitted to IAC: _____

Date submitted to GOSBA: _____

Section I (to be completed by LEA)

LEA: _____

PSC Number: _____

Anticipated Bid Date: _____

Project Name: _____

Project Type: _____

Address of project: _____

Project delivery method: _____

Cost estimate for total project (without alternates): _____

Date of cost estimate: _____

Section II (to be completed by LEA)

A. Describe the process and information reviewed and analyzed for this specific project. Attach additional sheets as needed.

1. Identify those portions of the work that could potentially be performed by certified minority firms, including MBE suppliers.
2. Identify geographic factors that were considered.
3. Summarize information that was obtained utilizing the MDOT Directory.
4. Summarize information that was obtained related to similar projects in the jurisdiction where goals were set by a State government department, agency, or another entity.
5. Identify information that was utilized in the jurisdiction for similar past projects for which a State government department, agency, or another entity set MBE goals and subgoals.

B. Based on the analysis above, it has been determined that: (check off the appropriate box below and enter the appropriate percentage in the blank provided)

1. The overall MBE subcontracting goal for this project will be ____% with a subgoal of ____% for African American-owned businesses and a subgoal of ____% for Women-owned businesses.
2. There will not be any MBE subcontracting goal or subgoals for this specific project.

Date that MBE Goal Setting Analysis was completed: _____

Provide the names of the individuals who participated in the review and analysis process:

Section II reviewed by:

MBE Liaison name: _____ Signature: _____ Date: _____

Phone number: _____ Email address: _____

Procurement Officer name: _____ Signature: _____ Date: _____

Phone number: _____ Email address: _____

Section III (to be completed by LEA)

This solicitation and/or bid documents have been reviewed by me, and the overall MBE goal, and subgoals, if applicable, or no MBE goal, as indicated above are shown as specified in the solicitation and/or bid documents.

Reviewed by name: _____ Signature: _____ Date: _____

Section IV (for DGS/IAC review)

- A. This form has been submitted with the CD submission for the project specified above, and review of the project's CD submission can proceed.
- B. The MBE subcontracting goal and subgoals, or no MBE goal, is consistent with the solicitation or bid documents submitted.
- C. Although a CD submission is not required, the form has been submitted to the IAC, as required in the MBE procedures.

Reviewed by DGS name: _____ Signature: _____ Date: _____

Date sent to IAC: _____

Reviewed and Received by IAC: _____ Date: _____

This form, or a form that is substantially similar, should be included and submitted as part of the Construction Document Submission to the Department of General Services (DGS) for State-funded projects that require review of construction documents, to the Maryland State Department of Education for locally funded projects, or to the Public School Construction Program for State-funded projects that do not require review of construction documents (See Minority Business Enterprise Procedures for State Funded Public School Construction Projects Section 4.0, MBE Goal Setting Procedures, as amended). At the same time a copy should be submitted to the Interagency Commission on School Construction Program (IAC) and The Governor's Office of Small and Minority Businesses (GOSBA) if the project cost is in excess of \$50,000.