



NYCHA APPLICATION FOR WAIVER/ PARTIAL WAIVER OF M/WBE UTILIZATION PLAN

Section 1: Contractor Information		
Prime Contractor's Name:	Solicitation number:	
Prime Contractor Address (Street, City, State and Zip Code):	E-Mail Address:	
	Prime Contractor Telephone Number: () -	
iSupplier Vendor ID:	M/WBE Partial Waiver Requested	
	MBE %	WBE %
	%	%

Section 2: M/WBE Waiver Request Partial Waiver Request

Provide detailed explanation for waiver/ partial waiver request below. Attach additional pages if necessary.

Section 3: Supporting Documentation

Provide the following documentation as evidence of your good faith efforts to meet the M/WBE goals set forth in the contract and in support of your waiver/ partial waiver application. If Attachment F is applicable, you must include the date on the space provided and provide copies of the notice of application receipt.

- Attachment A:** List of the general circulation, trade and M/WBE-oriented publications and dates of publications soliciting for certified M/WBE participation as a subcontractor/supplier and copies of such solicitation.
- Attachment B:** List of certified M/WBEs appearing in the NYC SBS M/WBE directory that were solicited for this contract. Provide proof of solicitations made to certified M/WBE's including corresponding dates along with responses from the certified M/WBEs. Describe specific reasons that responding certified M/WBEs were not selected.
- Attachment C:** Descriptions of the contract documents/ plans/ specifications made available to certified M/WBEs by the contractor when soliciting their participation and steps taken to structure the scope of work for the purpose of subcontracting with or obtaining supplies from certified M/WBEs.
- Attachment D:** Description of the negotiations between the contractor and certified M/WBEs for the purposes of complying with the M/WBE goals for this contract. Provide documentation supporting proof of negotiations and outcomes with certified M/WBEs.
- Attachment E:** Identify dates of any pre-bid, pre-award or other meetings attended by contractor, if any, scheduled by NYCHA.
- Attachment F:** Waiver pending NYC SBS Certification (Check here if subcontractors or suppliers of Contractor are not certified M/WBE, but an application for certification has been filed with NYC SBS. Date of such filing with NYC SBS: . Must provide a copy of notice of application receipt issued by NYC SBS.
- Attachment G:** Other information deemed relevant to the waiver/ partial waiver request.

Section 4: Signature and Contact Information

The Bidder/ Proposer /Consultant/ Contractor must submit the Application for Waiver/Partial Waiver of M/WBE Utilization Plan to the NYCHA point of contact listed in the solicitation documents no later than seven (7) calendar days prior to the date and time set for receipt of bids/proposals. In the event the Application for Waiver/Partial Waiver of M/WBE Utilization Plan is approved, the Bidder/ Proposer /Consultant/ Contractor must include the approved waiver in the submitted bid/ proposal documentation on the date set for receipt of bids/ proposals. For those Bidders/ Proposers/ Consultants/ Contractors submitting partial waivers, an M/WBE Utilization Plan committing to the portion of the requirements not covered by the waiver must also be submitted with the bid/ proposal package on the date set for receipt of bids/ proposals.

By signing and submitting this form, the Bidder/ Proposer/ Consultant/ Contractor certifies that a good faith effort has been made to meet M/WBE goals pursuant to the M/WBE requirements set forth under the contract. Making false representations or including information evidencing a lack of good faith is prohibited by law and may result in penalties including, but not limited to, termination of a contract for cause, loss of eligibility to submit future bids/proposals, and/or withholding of payments, non-responsibility determination and PASSPort cautions.

The undersigned on behalf of the Bidder/ Proposer/ Consultant/ Contractor (i) acknowledges having read the instructions above and requirements below, the terms and conditions of the applicable RFP/Solicitation/Agreement/Contract, (ii) understands the such party's responsibilities in connection with M/WBE utilization, and (iii) certifies that it will comply therewith.

Note: This form must be signed by person signing the Form of Proposal/Proposal. All listed Subcontractors/Suppliers are subject to verification by NYCHA.



Authorized Signature:	Date:
Print Name and Title:	

FOR NYCHA M/WBE USE ONLY	
NYCHA M/WBE Authorized Signature:	Print Name and Title:
Determination: <input type="checkbox"/> M/WBE waiver granted <input type="checkbox"/> M/WBE waiver denied	<input type="checkbox"/> M/WBE partial waiver granted <input type="checkbox"/> M/WBE partial waiver denied
Determination comments:	
Date of Determination:	