|  |  |  |  |
| --- | --- | --- | --- |
| **consultant’s MWBE utilization plan** | [ ]  Term Contract | Procurement No.: |  |
| *REMINDER: Utilize the New York State Contract System located at*[*https://ny.newnycontracts.com/Default.asp?TN=ny&XID=8353*](https://ny.newnycontracts.com/Default.asp?TN=ny&XID=8353) *to report MWBE payments on a monthly basis.* *Making false representations or including information evidencing a lack of good faith as part of, or in conjunction with, the submission of a Utilization Plan 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, and/or withholding of payments.  Firms that do not perform commercially useful functions may not be counted toward MWBE utilization.* | ***(FOR OGS USE ONLY)*** Contract No.: |  |
| Consultant’s Name, Address and Federal ID No.: | Contract Description/Location: | **MWBE GOALS** |
|  |  | MBE% | WBE% |
|  |  |  |  |
| Federal ID No.: |  |  |  |  |
| Certified MBE/WBE Name, Address and Phone No. | Federal ID No. | MBE | WBE | Description of Sub-consulting Services | Subcontract/Supplier Dollar Value\*\*Not Required for Term Contracts | **FOR OGS USE ONLY** | **SEE BDC 327.1** |
|  |  | [ ]  | [ ]  |  |  |  | [ ]  |
|  |  | [ ]  | [ ]  |  |  |  | [ ]  |
|  |  | [ ]  | [ ]  |  |  |  | [ ]  |
|  |  | [ ]  | [ ]  |  |  |  | [ ]  |

\*\*Not Required for Term Contracts. Participation will be monitored based on work order assignments.

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| Pursuant to Executive Law Article 15-A, my firm will engage in a good faith effort to achieve the MWBE goals on this contract. | Consultant’s Comments: |
| Consultant’s Signature: |  |
| Enter Name: |  |
|  | **FOR OGS USE ONLY** |
| Title: | [ ]  Accepted [ ]  Accepted as Noted [ ]  Notice of Deficiency Issued |
|  | MBE % |  | MBE $\*\* |  | WBE % |  | WBE $\*\* |  |  |
| E-Mail Address: | Date: | OGS Authorized Signature: | Enter Name: | Date: |