**Community Buildings Program: Technical Assistance and Program Design Support**

**Attachment A - MWBE Utilization Approach**

To support the utilization of socially and economically disadvantaged individuals and disadvantaged business enterprises in procurement, the Applicant agrees to ensure, to the fullest extent possible, that the applicable “fair share” of federal funds are made available to organizations owned or controlled by socially and economically disadvantaged individuals and women.

For the purposes of this section, Minority Business Enterprise (MBE) and Woman Business Enterprise (WBE) is a business that has been certified as such by the State of Washington Office of Minority and Women Business Enterprises (OMWBE), an online directory of certified firms is available at [www.omwbe.wa.gov](http://www.omwbe.wa.gov).

The County will evaluate the Applicant’s approach to ensure participation by MWBE firms throughout the project. The Approach will be evaluated on its quality and specific actions that the Applicant takes to maximize MWBE participation on the project.

MWBE Utilization Approaches shall be no more than two (2) pages in length, single spaced, size 11 font. Applicants shall address the following five (5) required Approach elements, at a minimum. Failure to submit an Approach addressing the five required plan elements may result in the application being rejected as non-responsive.

1. Indicate the percentage of the total contract price that your firm commits to subcontract to MBE and WBE firms.

MBE % Committed: \_\_\_\_\_\_\_

WBE % Committed: \_\_\_\_\_\_\_

1. Describe the specific efforts your firm undertook or will undertake to ensure that it meets its stated levels of participation by MBE and WBE certified firms.

*\*Examples of specific efforts include methods of outreach, procedures for MWBE recruitment, solicitation, and advertisement, community partnerships, engagement with small business associations, mentorship, networking, resource sharing, and technical assistance.*

1. List the scopes of work or services identified and committed to be performed by MBE and WBE firms.
2. List all Certified MBE and WBE firms committed to be used at time of Application.
3. List the name, title, phone, and email, of the individual designated as MWBE compliance officer for this project.