



I, _____, the (Consultant/Contractor) agree to adopt the following policies with respect to the project being developed or services rendered at:

MWBE/SDVOB This organization will and will cause its contractors and subcontractors to take good faith actions to achieve the MWBE/SDVOB contract participation goals set by NYSTA for that area in which the NYSTA-funded project is located, by taking the following steps:

- (1) Actively and affirmatively solicit bids for contracts and subcontracts from qualified State certified MBEs, WBEs and SDVOBs, including solicitations to M/WBE contractor associations.
- (2) Request a list of State-certified MWBEs/SDVOBs from NYSTA and solicit bids from them directly.
- (3) Ensure that plans, specifications, request for proposals and other documents used to secure bids will be made available in sufficient time for review by prospective MWBEs/SDVOBs.
- (4) Where feasible, divide the work into smaller portions to enhance participation by MWBEs/SDVOBs and encourage the formation of joint ventures and other partnerships among MWBE/SDVOB contractors to enhance their participation.
- (5) Document and maintain records of bid solicitation, including those to MWBEs/SDVOBs and the results thereof. Contractor will also maintain records of actions that its subcontractors have taken toward meeting MWBE/SDVOB contract participation goals.
- (6) Ensure that progress payments to MWBEs/SDVOBs are made on a timely basis so that undue financial hardship is avoided, and that bonding and other credit requirements are waived or appropriate alternatives developed to encourage MWBE/SDVOB participation.

EEO (a) This organization will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, age, disability or marital status, will undertake or continue existing programs of affirmative action to ensure that minority group members are afforded equal employment opportunities without discrimination, and shall make and document its conscientious and active efforts to employ and utilize minority group members and women in its workforce on NYSTA contracts.

(b) This organization shall state in all solicitations or advertisements for employees that in the performance of the NYSTA contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex disability or marital status.

(c) At the request of NYSTA, this organization shall request each employment agency, labor union, or authorized representative to affirm that they will not discriminate on the basis of race, creed, color, national origin, sex, age, disability or marital status and that such union or representative will affirmatively cooperate in the implementation of this organization's obligations herein.

(d) This organization will include the provisions of sections (a) through (c) of this agreement in every subcontract in such a manner that the requirements of the subdivisions will be binding upon each subcontractor as to work in connection with the NYSTA contract.

Agreed to this _____ day of _____, 20_____

Name of Contractor/Consultant: _____

MWBE/SDVOB Liaison/Authorized Representative: _____

Signature: _____ Title: _____