

Work Write-Up

James and Irene Hart

* EXHIBIT 1 *

Dated: 1/13/2011

Printed: Wednesday, March 30, 2011 07:46 PM

Arranged By: Location (All Locations)

Priorities: All Priorities

Cost: No Text: Yes Subtotals: No Summary: No Notes: Yes OP Method: At End

CUSTOMER INFORMATION

James and Irene Hart

Project Address

13695 Ulm Rd.

Tallahassee, Fl 32309

Customer Address

13695 Ulm Rd.

Tallahassee, Fl 32309

Home Phone: 850-893-4148

Work Phone:

PREPARED BY

Lon Twyman

HOUSING & HUMAN SERVICES, LEON COUNTY

918 Railroad Ave.

Tallahassee, Florida 32310

850-606-1900

* NOTE *

THE CUSTOMER AND CONTRACTOR MUST SIGN THE BOTTOM OF EACH PAGE ONLY IF

- 1) THIS WORK WRITE-UP BECOMES PART OF A CONSTRUCTION CONTRACT
- 2) THE UNDERSIGNED CUSTOMER AND CONTRACTOR HAVE REVIEWED, APPROVED, AND AGREED TO THE WORK AND PRICES DESCRIBED IN THIS WORK WRITE-UP

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 Site: 13695 Ulm Rd.

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Location / Work Description	Quantity	UOM	Cost
GENERAL REQUIREMENTS			
01.0025 P1 PERMITS AND LICENSES Contractor shall obtain, pay for and post on site all permits and licenses necessary to complete this project. Contractor and subcontractors must have current licenses require by the State, County and City.	1	ea	
01.0050 P1 CODE COMPLIANCE All materials on this project must be Leon County approved, installed according to manufacturer's instructions, and comply with locally adopted code requirements. All procedures and methods must be code compliant.	1		
01.0075 P1 INSURANCE REQUIREMENTS The Contractor shall maintain such insurance as will protect him from claims for damages for personal injury, including death, which may arise from work performed on this project, whether such work be by himself or by any subcontractor or anyone directly or indirectly employed by either of them. Contractor shall present Program Administrator with certificate of insurance evidencing comprehensive public liability insurance coverage of not less than \$100,000/\$300,000 in the event of bodily injury including death, and \$50,000/\$100,000 in the event of property damage arising out to the work performed by the Contractor. Contractor shall also carry Worker's Compensation insurance if required by State law, Program Administrator or homeowner.	1		
01.0100 P1 JOB SITE WORK WRITE-UP A stamped copy of this Work Write-Up shall be posted near the front door. This Work Write-Up shall be used by all code enforcement officials and other interested parties to review scope of work and work being performed on project.	1		
01.0125 P1 PLACE A JOB SIGN IN FRONT YARD Contractor must securely position a project sign in the front yard and within view of the street. It is the Contractor's responsibility to pick a sign up from, and return it to, the Program Administrator. Signs to be returned in good condition.	1		
01.0150 P1 CONTRACTOR TO VERIFY MEASUREMENTS, SIZES & QUANTITIES All measurements, sizes and quantities in this Work Write-Up are APPROXIMATE. The Contractor is responsible for verifying exact measurements, sizes and quantities prior to submitting a quote.	1		
01.0175 P1 COST ALLOWANCES When specifications in this Work Write-Up refer to a cost "allowance", the Contractor is to permit the Homeowner to select the product to be installed, providing the pre-tax cost of the product does not exceed the allowance. The product selected must meet the quality standards specified in this Work Write-Up.	1		
01.0200 P1 WORKMANSHIP & MATERIAL STANDARDS	1		

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<p>Contractor to perform work specified in Work Write- Up in a high-quality good-workmanlike manner using specified materials or approved equals. Materials must be high quality, be installed in accordance with manufacturer's specs, and be code compliant</p>			
<p>01.0225 P1 GENERAL WARRANTY Materials installed and work performed shall have a one year Contractor warranty from the date of final acceptance of the work by the Homeowner and Program Administrator. Refer to project Contract for specific requirements concerning warranty.</p>	1		
<p>01.0250 P1 SCHEDULING WORK Contractor to schedule work between 8:00am and 6:00pm Monday through Friday. Requests to work before or after these hours and on weekends must be approved by the Homeowner. Work requiring a Compliance Inspection by the Program Administrator can ONLY be performed between 8:00am and 5:00pm Monday through Friday. The Contractor responsible for scheduling and coordinating subcontractor work.</p>	1		
<p>01.0275 P1 COMPLIANCE INSPECTIONS Contractor to call Program Administrator for inspection of all work that will be concealed from view following completion of work on that item. For example, these inspections frequently include, but are not limited to, 1) inspection of footings, 2) inspection of roof sheathing prior to installation of new felt and shingles and 3) inspection of repaired floors prior to installation of new sub- floor, underlayment and floor coverings. Check each spec to see if a Compliance Inspection is required. Work that has been concealed without a Compliance Inspection may result in payment delays or denials!</p>	1		
<p>01.0300 P1 PROGRESS AND FINAL PAYMENT INSPECTIONS Contractor must submit to Program Administrator a payment request signed by the Homeowner approving payment. This request must be submitted in person to Program Administrator at least one day ahead of desired inspection date. Inspections will not be scheduled by phone. Payment inspections will be scheduled on a first-requested first-scheduled basis.</p>	1		
<p>01.0325 P1 PROTECT HOUSE CONTENTS FROM DAMAGE DURING WORK Contractor shall take steps to protect house and contents from damage during project. Contractor is advised to use drop cloths to protect furniture, appliances, entertainment systems and other house contents and components. Contractor shall move furniture and appliances out of and back into work areas once work is complete. Contractor not to leave furniture, appliances, clothing or other house contents unprotected outside house during job.</p>	1		
<p>01.0350 P1 REPAIR DAMAGE CAUSED TO PROPERTY DURING WORK Contractor responsible for professionally repairing or replacing building and site components damaged as a result of construction activity.</p>	1		

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01.0375 P1 PRIME BARE WOOD The exposed face of all newly installed wood and all wood scraped down to bare wood must be primed with appropriate primer.	1		
01.0400 P1 CAULKING WOOD Caulking, if any, must occur only after primer has been applied to the area being caulked and prior to the installation of any paint.	1		
01.0425 P1 CONCEAL ANY NEW WIRING & PLUMBING LINES FROM VIEW All new electrical wiring and plumbing lines are to be installed concealed from view inside stud walls, under floors and in attics. Unless otherwise approved by Homeowner and Program Administrator, surface mounted wire mold and conduit are not permitted.	1		
01.0450 P1 INSULATE EXPOSED WALL CAVITIES AND ATTIC SPACES All exposed exterior wall cavities that are to be enclosed by a new wall surface material are to have R-13 insulation installed in the cavity before the new wall surface material is installed. Attic spaces to be insulated with minimum R-30 insulation.	1		
01.0475 P1 REDUCE AIRBORNE DUST DURING CONSTRUCTION Contractor to take steps necessary to reduce and contain airborne dust created during construction, demolition and removal of defective paint. Wet scrape if removing defective paint. Do NOT use electric sanders or torches if removing paint. Contractor and workers encouraged to wear protective clothing and respirators and to follow hygiene procedures approved by OSHA.	1		
01.0500 P1 GENERAL CLEAN-UP Contractor to provide clear and safe passage ways in and around structure during project. Contractor to remove debris and building materials from in and around structure being repaired to legal dump site regularly and at the end of the project. In progress and final clean-up to include--but is not limited to--damp wiping, sweeping, mopping and vacuuming.	1		
HOMEOWNER WORK			
05.0005 P1 ATTEND CLASS OR WORKSHOP Homeowner to attend Leon County provided class or workshop. Subjects include but are not limited to homeowner maintenance, energy conservation, and finance/budget. Classes will be held on designated Saturdays. The County will notify the homeowner when and where the required classes will be scheduled.	1		

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EXTERIOR WALLS			
30.0775 P1 REPAIR THE ROOF OVERHANG AND RAFTER TAILS Replace severely defective, rotten and missing rafter tails, barge rafters, and fascia board at eaves and overhangs.	30	LF	
30.0925 P1 WET SCRAPE LOOSE PAINT FROM EXTERIOR WOOD TRIM AND COMPONENTS Wet scrape loose, peeling, blistering and flaking paint from wood trim and related wood components including, but not limited to, casing, window sashes, roof overhangs, cornice, etc. Take lead-safe precautions in accordance with OSHA and HUD regulations and guidelines including daily site cleaning. NOTES: Contractor must be lead certified	172	LF	
30.1350 P1 WRAP CORNICE, RAKE BOARDS, EXTERIOR CEILINGS, AND PORCH BEAMS Install .024 gauge vinyl coated coil stock on all fascia boards, rake boards and porch beams. Install .044 millimeter thick perforated vinyl soffit. Use vinyl material manufactured by Georgia Pacific, Mastic, Certainteed, Wolverine or other approved equal. Install per manufacturer's specifications. Provide any necessary blocking and nailers. Homeowner to select color from standard inventory colors, no special order or upgraded colors included.	172	LF	
30.1375 P1 INSTALL VINYL PORCH CEILING Install .044 millimeter thick or thicker perforated porch ceiling. Use vinyl material manufactured by Georgia Pacific, Mastic, Certainteed, Wolverine or other approved equal. Install per manufacturer's specifications. Provide any necessary blocking and nailers. Homeowner to select color.	332	SF	
ROOF & ATTIC			
35.0325 P1 REMOVE ALL ROOF COVERING MATERIAL DOWN TO SHEATHING Remove all roof covering material down to roof sheathing or furring strips. Remove all debris to legal dump site. Take precautions to protect plants, shrubs, trees and fences from damage during removal.	1,892	SF	
35.0375 P1 REPLACE UP TO 10% OF ROOF DECKING Replace up to 10% of any rotten, badly warped or broken roof decking and nailers. Material shall match remaining material as closely as possible. Roofs requiring more than 10% decking shall be covered through a Change Order. Call Program Administrator for Compliance Inspection after installing new decking and nailers, and before replacing additional decking and nailers.	192	SF	

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35.0925 P1 INSTALL NEW SHINGLES ON ROOF DECKING Install 15 lb asphalt saturated felt and new 220 lb or heavier class "A" three tab fiberglass self sealing strip shingles on top of roof decking according to manufacturer's instructions.. Install starter course at edges of roof. Shingles to have a minmum 20 year limited manufacturer's warranty. Install FHA approved drip edge with a white baked on enamel finish at all fascia boards and barge rafters. Install metal flashing tucked behind siding at intersections of roof and walls. Install galvanized metal flashing tucked securely and at least 1/2" into masonry units of chimneys. Shingle color to be selected by Owner from standard inventory colors, no upgraded or special order colors included.	1,900	SF	
35.1075 P1 INSTALL RIDGE VENT Install continuous shingle-over ridge vent along ridge lines of roof according to manufacturer's instructions. Stop vents 18" from end of ridge line or from intersections of ridge lines. Make sure decking at ridge line is cut back at least 1" from edge of ridge pole so that a ventilation opening exists below vent.	50	LF	
<hr/>			
BATHROOM #1			
55.0150 P1 REPLACE DEFECTIVE FRAMING AND SUBFLOOR Replace severely defective subfloor and floor framing with building code approved and sized material. New subfloor material to be as close to thickness of remaining subfloor as possible. Use 3/4" T&G plywood and stagger joints when possible. Nail subfloor to joists 8" on center. Use pressure treated material when material is within 16" of grade. Call Program Administrator for compliance inspection after installing framing and again after installing subfloor.	80	SF	
55.0200 P1 INSTALL NEW UNDERLAYMENT Install new underlayment grade plywood that is at least 3/8" thick over structurally sound subfloor. Secure underlayment to subfloor using screws or ring shank nails spaced 4" on center along edges and 6" on center across entire surface. Stagger and fill all joints and indentations with floor patch and sand smooth. Lauan and hardboard panels are not acceptable. Call Program Administrator for compliance inspection upon task completion.	80	SF	
55.0300 P1 INSTALL NEW SHEET VINYL FLOOR COVERING Glue new 12-mil or thicker 100% sheet vinyl with "innerflex" type backing at perimeter of underlayment using manufacturer recommended adhesive and installation instructions. Splices 1) to be inconspicuous, 2) located away from the center of room and heavy traffic areas and 3) not permitted in rooms having a dimension of 12' or less. Removable objects to be removed and reinstalled so vinyl can be installed--slit cutting around objects not permitted. Install shoe mold if vinyl does not fit snugly under baseboard. Apply mildew resistant caulk to conceal cracks and prevent water penetration at edges of vinyl. Install metal carpet strips in door openings. Use Armstrong "Successor" line or approved equal. Owner to select color and pattern of	80	SF	

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vinyl using a \$13.00 per square yard allowance.			
60.0850 P1 INSTALL CERAMIC TILE ON WALL Install new thin set ceramic tile on wall around tub only over approved cementitious backerboard per manufacturer's instructions. Ceramic tile to terminate 2" beyond tub at ends and 5' above tub. Apply mildew resistant acrylic latex caulk at intersections with horizontal surfaces, corners and other wall surfaces. Owner to select tile color from standard inventory colors, no special order or upgraded colors included.	85	SF	
75.0325 P1 INSTALL A NEW BATHTUB Remove existing bathtub and install per manufacturer's instructions a new white Sterling fiberglass bathtub (Model #OC-15-60) or approved equal. Install any necessary water lines, drain lines, vents, framing, blocking, shims and nailers to ensure proper and code approved installation of tub unit. Repair or replace room surfaces damaged during installation. Apply a bead of mildew resistant caulk between bottom of tub and floor covering. Allow \$165 for tub unit.	1		
75.0625 P1 INSTALL A NEW TOILET Install a new 2 piece closed coupled, vitreous china, water saving commode with elongated bowl manufactured by American Standard, Kohler or approved equal. Commode to include all new components including a metal flush handle, seat, plastic supply line, shut off valve, stub up, flange and wax seal. Top of toilet tank to be no more than 1" from back wall. Owner to select commode using an \$100 fixture allowance.	1		
80.0575 P1 INSTALL EXHAUST FAN Install a new 70 CFM exhaust fan in ceiling with new switch and wiring. Duct to ridge vent in roof.	1		
<hr/>			
BATHROOM #2			
55.0150 P1 REPLACE DEFECTIVE FRAMING AND SUBFLOOR Replace severely defective subfloor and floor framing with building code approved and sized material. New subfloor material to be as close to thickness of remaining subfloor as possible. Use pressure treated material when material is within 16" of grade. Call Program Administrator for compliance inspection after installing framing and again after installing subfloor.	25	SF	
55.0200 P1 INSTALL NEW UNDERLAYMENT Install new underlayment grade plywood 3/8" thick on structurally sound subfloor. Secure underlayment to subfloor using screws or ring shank underlayment nails spaced 4" on center along edges and 6" on center across entire surface. Stagger and fill all joints and indentations with floor patch and sand smooth. Lauan and hardboard panel are not acceptable. Call Program Administrator for compliance inspection upon task	25	SF	

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completion.			
55.0300 P1 INSTALL NEW SHEET VINYL FLOOR COVERING Glue new 12-mil or thicker 100% sheet vinyl with "innerflex" type backing at perimeter of underlayment using manufacturer recommended adhesive and installation instructions. Splices 1) to be inconspicuous, 2) located away from the center of room and heavy traffic areas and 3) not permitted in rooms having a dimension of 12' or less. Removable objects to be removed and reinstalled so vinyl can be installed--slit cutting around objects not permitted. Install shoe mold if vinyl does not fit snugly under baseboard. Apply mildew resistant caulk to conceal cracks and prevent water penetration at edges of vinyl. Install metal carpet strips in door openings. Use Armstrong "Successor" line or approved equal. Owner to select color and pattern of vinyl using a \$13.00 per square yard allowance.	25	SF	
75.0625 P1 INSTALL A NEW TOILET Install a new 2 piece closed coupled, vitreous china, water saving commode with elongated bowl manufactured by American Standard, Kohler or approved equal. Commode to include all new components including a metal flush handle, seat, plastic supply line, shut off valve, stub up, flange and wax seal. Top of toilet tank to be no more than 1" from back wall. Owner to select commode using an \$100 fixture allowance.	1		
80.0575 P1 INSTALL EXHAUST FAN Install a new 70 CFM exhaust fan in ceiling with new switch and wiring. Duct to ridge vent in roof.	1		
HVAC & GAS SYSTEM			
85.0725 P1 INSTALL NEW HEAT PUMP WITH INSULATED DUCT WORK Remove existing gas space heater. Remove entire existing gas supply line and cap source. Install a new UL listed electric heat pump having a SEER rating of at least 13 that is sized to properly heat and cool the entire living space. Install new ductwork insulated to a minimum of R6. Make ductwork airtight including use of mastic to seal ductwork seams and connections for supply and return. Install a new thermostat. Insure proper air return by undercutting doors, installing transfer grills, or ducted returns. Provide all necessary electrical circuits, breakers, disconnects, and connections. Material and method of installation to comply with mechanical and electrical code requirements.	1,148	SF	
KITCHEN			
55.0300 P1 INSTALL NEW SHEET VINYL FLOOR COVERING	325	SF	

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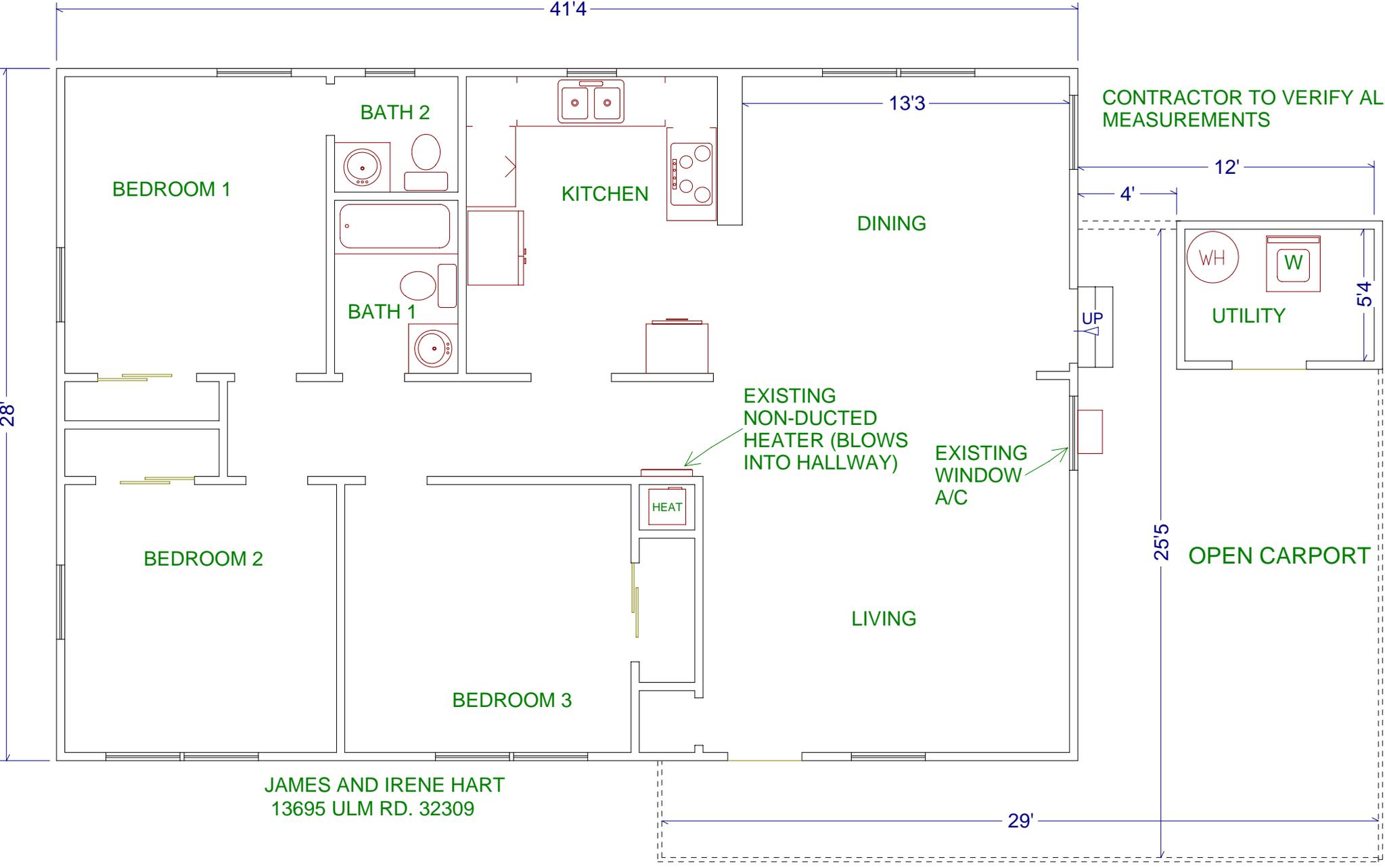
Location / Work Description	Quantity	UOM	Cost
<p>Remove existing vinyl floor covering and prepare floor for new vinyl floor covering. Insure integrity of existing underlayment. Glue new 12-mil or thicker 100% sheet vinyl with "innerflex" type backing at perimeter of underlayment using manufacturer recommended adhesive and installation instructions. Splices 1) to be inconspicuous, 2) located away from the center of room and heavy traffic areas and 3) not permitted in rooms having a dimension of 12' or less. Removable objects to be removed and reinstalled so vinyl can be installed--slit cutting around objects not permitted. Install shoe mold if vinyl does not fit snugly under baseboard. Apply mildew resistant caulk to conceal cracks and prevent water penetration at edges of vinyl. Install metal carpet strips in door openings. Use Armstrong "Successor" line or approved equal. Owner to select color and pattern of vinyl using a \$13.00 per square yard allowance. Install shoe moulding around perimeter.</p>			
<p>95.0125 P1 INSTALL A VENTED RANGE HOOD Install a new Broan model number 423001 (or equal) 30" vented range hood with light. Range hood to be vented through roof to atmosphere. Install a vent collar where vent passes through cabinet and flashing where vent passes through roof. Build enclosure between cabinet and ceiling to conceal duct and wire. Duct enclosure to match cabinets or walls. Owner may select alternate range hood using a \$80 allowance.</p>	1		
<hr/>			
ELECTRICAL SYSTEM			
<p>80.1150 P1 INSTALL AN ELECTRIC SMOKE DETECTOR SYSTEM Install a UL listed electric hard wired interconnected smoke detector system with a battery backup. Detectors to have a test button, hush button and flashing LED indicator. If there is gas in the house, detectors must have carbon monoxide detection capability. Detectors will be in every sleeping area and in common area according to local codes.</p>	1		

Cost Summary

Total Cost

Customer: _____ Contractor: _____

HOUSING & HUMAN SERVICES, LEON COUNTY



41'4"

28'

13'3"

CONTRACTOR TO VERIFY ALL MEASUREMENTS

BEDROOM 1

BATH 2

KITCHEN

DINING

UTILITY

BATH 1

EXISTING NON-DUCTED HEATER (BLOWS INTO HALLWAY)

EXISTING WINDOW A/C

4'

12'

5'4"

BEDROOM 2

HEAT

25'5"

OPEN CARPORT

BEDROOM 3

LIVING

JAMES AND IRENE HART
13695 ULM RD. 32309

29'

MINORITY AND WOMEN BUSINESS ENTERPRISE (MWBE) PARTICIPATION PLAN FORM

Respondent: _____

All respondents, including Minority Business Enterprises (MBEs) and Women Business Enterprises (WBEs), shall complete and submit this M/WBE Participation Plan with their proposal. Through submission of its bid/proposal, Respondent certifies, acknowledges and agrees that the Participation Level and the Good Faith Efforts herein designated are accurate and true; and, that the individual whose manual signature is on this submission is duly authorized on behalf of the respondent to make such certification.

For the purposes of MWBE participation on Leon County projects, the following definition applies:

“Certified Minority Business Enterprise (MBE) and Women Business Enterprise (WBE)” are firms certified by Leon County or the City of Tallahassee. Some firms with MBE or WBE certification by the State of Florida may be accepted under a reciprocal agreement but, those from other governmental organizations are not accepted by Leon County”

SECTION 1 - ASPIRATIONAL TARGET FOR M/WBE PARTICIPATION

DIRECTIONS: Each respondent must designate in Section 1 its level of MWBE participation. If the aspirational targets are not met or exceeded, Section 2 must be completed if the respondent does not meet the aspirational targets. All Respondents are to list subcontractors as appropriate in Sections 3 and 4.

The aspirational target for this project is:

Aspirational Target for Construction

M/WBE Classification	Aspirational Target(s)
Certified Minority Business Enterprises (MBE)	17% of the total anticipated contract value
Certified Women Business Enterprises (WBE)	9% of the total anticipated contract value

SECTION 2 - GOOD FAITH EFFORT

The following list of the good faith efforts criteria complies with Leon County’s Purchasing and Minority, Women, and Small Business Enterprise Policy. This criteria is used in the determination of whether a contractor has performed and documented good faith efforts. Also, the basis for rejecting a MWBE deemed unqualified or unacceptable by the Prime Contractor shall be documented and included in the respondent’s Good Faith Effort documentation.

1. Please identify **all** of the following activities that your firm has done as Good Faith Effort in order to secure MWBE participation and submit documentation of such. Failure to designate those actions you have done as “Good Faith” and provide documentation of **all** Good Faith Efforts completed by your firm will deem your proposal as non-responsive. Please check the appropriate boxes that apply to your good faith activities:
 - a. Advertised for participation by M/WBEs in non-minority and minority publications within the Market area, including a copy of the advertisement and proof of the date(s) it appeared – or by sending correspondence, no less than ten (10) days prior to the submission deadline, to all

M/WBEs referred to the respondent by the MWSBE Division for the goods and services to be subcontracted and/or supplied

- b. Documented that the bidding Prime Contractor provided ample time for potential MBE and/or WBE subcontractors to respond to bid opportunities, including a chart outlining the schedule/time frame used to obtain bids from MBE and WBE Vendors as applicable to the aspirational Target.
- c. Contacted the MWSBE Division for a listing of available M/WBEs who provide the services needed for the bid or proposal.
- d. Contacted MBEs and/or WBEs who provide the services needed for the bid or proposal.
- e. Documented follow-up telephone calls with potential M/WBE subcontractors seeking participation.
- f. Allowed potential M/WBE Subcontractors to review bid specifications, blueprints and all other Bid/RFP related items at no charge to the M/WBEs.
- g. Contacted the MWSBE Division, no less than five (5) business days prior to the Bid/RFP deadline, regarding problems the with respondent is having in achieving and/or reaching the aspirational targets.
- h. Other documentation indicating their Good Faith Efforts to meet the aspirational targets. Please provide details below.

2. Prime contractors will negotiate in good faith with interested MWSBE's, not rejecting a MWSBE as unqualified or unacceptable without sound business reasons based on a through investigation of their capabilities. **The basis for rejecting any MWBE deemed unqualified or unacceptable by the Prime Contractor shall be included in the Good Faith Effort documentation.** The Prime Contractor shall not impose unrealistic conditions of performance on MWSBE's seeking subcontracting opportunities.
3. Leon County reserves the right to request supporting documentation as evidence of good faith efforts indicated above at any time. Failure to provide supporting documentation when requested shall deem your bid/proposal as non-responsive.

PARTICIPATION PLAN FORM continued on following pages.

SECTION 3 - RESPONDENT'S PROPOSED MBE PARTICIPATION

Respondent shall complete the following Table identifying each certified MBE firm they intend to use on this project. Attach additional sheets as necessary.

MBE and WBE Intended Utilization

Firm's Name (Requires Leon County or City of Tallahassee MWBE certification) ¹	Firm's Location Address (Must be in Leon, Gadsden, Jefferson or Wakulla Counties, FL to be certified)	Firm's Telephone Number	Ethnic Group² (B, A, H, N, F)	Total Dollar Amount of MWBE Participation	Type of Service to Provide
Minority and Women Business Enterprise(s)					
a.					
b.					
c.					
d.					
e.					

¹**Certification** – Attach and submit a copy of each MBE and WBE certification with the proposal.

²**Ethnic Group** – Use of the following abbreviations: (a) MBE's include: African American (B), Asian American (A), Hispanic American (H) and Native American (N) owned firms; (b) WBEs include Non-Minority Female (F) owned firms.

SECTION 4 - NON-MWBE SUBCONTRACTORS

Respondent shall complete the following Table identifying non-MBE's or WBE's subcontractors it anticipates utilizing on the project.

Non-MBE and WBE Intended Utilization				
Firm's Name	Firm's Address	Firm's Phone #	Total Dollar Amount	Type of Service to Provide
a.				
b.				
c.				
d.				
e.				
f.				
g.				
h.				
i.				