

APPENDIX B: STATE GRANT GOOD FAITH EFFORTS

When do the requirements apply?

The requirements apply to procurement under MDE financial assistance agreements performed entirely within the State of Maryland, whether by a grant recipient or its prime contractor, for construction, equipment, services, and supplies.

What assurances must MDE obtain from recipients of MDE's financial assistance?

The grant and prime contractor must ensure that each procurement contract it awards contains the term and conditions specified in Appendix A concerning compliance with the M/WBE contract requirements.

Is there a list of certified MBEs and WBEs?

Maryland Department of Transportation will maintain a list of certified MBEs and WBEs on their website. Any interested person may also obtain a copy of the list from MDE's DBE Coordinator.

What is required?

A grant recipient is required to make the following good faith efforts (a through f) whenever procuring construction, equipment, services and supplies under an MDE financial assistance agreement, even if it has achieved its fair share goals.

A prime contractor is required to make the following good faith efforts (a through e) whenever procuring construction, equipment, services and supplies under an MDE financial assistance agreement, even if it has achieved its fair share goals:

- (a) Ensure M/WBEs are made aware of contracting opportunities fully practicable through outreach and recruitment activities by placing qualified minority business enterprises (MBEs) and women's business enterprises (WBEs) on solicitation lists.
- (b) Assure that MBEs and WBEs are solicited whenever they are potential sources.
- (c) Dividing total requirements, when economically feasible, into small tasks or quantities, to permit maximum participation of M/WBEs and post solicitations for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.
- (d) Make information on forthcoming opportunities available to M/WBEs and arrange periods for contracts by establishing delivery schedules, where the requirement permits, which encourage participation by MBEs and WBEs.
- (e) Use the services of the Maryland Department of the Transportation (MDOT), which is designated as the primary agency within Maryland for listing and certifying MBEs. See Appendix C for full list of references for M/WBE lists.
- (f) Grant recipients must require the prime contractor, if subcontracts are to be let, to apply the good faith efforts listed above (a through e)

