New York State Division of Criminal Justice Services

# LOCAL ASSISTANCE MWBE SUBCONTRACTOR/SUPPLIER UTILIZATION PROPOSAL FORM

**IMPORTANT: A LOCAL ASSISTANCE MWBE SUBCONTRACTOR/SUPPLIER UTILIZATION PROPOSAL FORM MUST BE SUBMITTED WITH BID OR PROPOSAL. IN ADDITION TO THE INITIAL SUBMITTAL OF THIS FORM, IT MUST BE SUBMITTED FOR EACH SUBSEQUENT CONTRACT/RENEWAL PERIOD AND WITH ANY REQUESTS FOR BUDGET MODIFICATION, PROVIDING DETAIL OF NEW OR REASSESSED GOALS.**

**Grantee (Contractor) Information:**

**1. Name:** Schenectady County **Address:** 612 State Street, Schenecntady, NY 12305

**Contact Person/Title:** ADA Peter H. Willis **Telephone Number:** 518-388-4364

**2. Contract Number:** C44/002 **Project Number:** SA13-1003-000 **3. DUNS Number:** 102574808

**4. Project/RFP Title:** OFFENDER Notification **5. Project Location (Municipality/County/Region):** Schenectady County

**6. Contract Amount:** 132,829 **7.Grantee Discretionary NPS Amount:** 0 **8. Contract Award Period:** 4/1/13 - 3/31/14

**9. Description of Goods/Services/Supplies Provided:**

| 10. MWBE Subcontractor/Supplier Name and Address | 11. NYS MWBE Certified Number | 12. Description of Services & Supplies | 13. MBE Goal Amount | 14. WBE Goal Amount | 15. Date of Subcontract | 19. MWBE Status and Certification | VERIFIED BY DCJS |
|---|---|---|---|---|---|---|---|
| | | | | | | ☐ MBE ☐ WBE ☐ NYS Certified ☐ Certification Pending | ☐ |
| | | | | | | ☐ MBE ☐ WBE ☐ NYS Certified ☐ Certification | ☐ |
| | | | | | | ☐ MBE ☐ WBE ☐ NYS Certified ☐ Certification Pending | ☐ |
| | | | | | | ☐ MBE ☐ WBE ☐ NYS Certified ☐ Certification | ☐ |
| 16. Discretionary NPS Amount: | | 17. Total MWBE Goals: | | | | | |
| | | 18. Total MWBE Percentages: | | | | | |

**NOTE: If NYS MWBE Certification is pending, a copy of the notice of application receipt issued by the NYS Empire State Development Corporation must accompany this form.**

**20. Contractor Signature/Agreement:** [signature]

☐ My firm proposes to use the MWBEs listed above.

**Printed Name:** Peter H. Willis **Date:**

**FOR DCJS USE ONLY**

**MWBE Firms:** ☐ NYS Certified ☐ Certification Pending ☐ Unknown

**Reviewer Comments:**

**OPDF Contract Manager:** [signature] **Review Date:** 12/4/13