

THE BIDDING AND CONTRACT PROVISIONS

Document 00 30 00 - General Diversity and Veteran Goal Participation Documentation
(Standard Multiple and Single Contract Sets)

GENERAL DIVERSITY AND VETERAN GOAL PARTICIPATION DOCUMENTATION

The University of Illinois is committed to vendor diversification by ensuring that diverse businesses are included in the University procurement process. It is the public policy of the State of Illinois to promote and encourage the continuing economic development of minority, women, and persons with disabilities owned businesses and are provided the opportunity to participate in the State's procurement process as both prime and subcontractors. This commitment extends to veteran owned businesses as well.

1.0 DEFINITIONS

- 1.1 Minority means a person who is a citizen or lawful permanent resident of the United States who is:
 - 1.1.A Black/African American (a person having origins in any of the black racial groups in Africa); or
 - 1.1.B Hispanic or Latino (a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race); or
 - 1.1.C Asian (a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, but not limited to, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam); or
 - 1.1.D American Indian or Alaska Native (a person having origins in any of the original peoples of North and South America, including Central America, and who maintains tribal affiliation or community attachment); or
 - 1.1.E Native Hawaiian or Other Pacific Islander (a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- 1.2 Woman means a person who is a citizen or lawful permanent resident of the United States who is of the female gender.
- 1.3 Person with a Disability means a person who is a citizen or lawful resident of the United States and is a person qualifying as a person with a disability under 30 ILCS 575/2 subdivision (2.1) of subsection (A) of the Business Enterprise for Minorities, Women, and Persons with Disabilities Act.
- 1.4 Minority-Owned Business (MBE) means a business concern which is at least 51 percent owned by one or more minority persons, or, in the case of a corporation, at least 51 percent of the stock is owned by one or more minority persons; and the management and daily business operations of which are controlled by one or more of the minority individuals who own it.
- 1.5 Women-Owned Business (WBE) means a business concern which is at least 51 percent owned by one or more women, or, in the case of a corporation, at least 51 percent of the stock is owned by one or more women; and the management and daily

business operations of which are controlled by one or more of the women who own it.

- 1.6 Women Minority Owned Business (WMBE) means a business concern which is at least 51 percent owned by one or more women minorities, or, in the case of a corporation, at least 51 percent of the stock is owned by one or more woman minority; and the management and daily business operations of which are controlled by one or more of the woman minority who own it. For purposes of University of Illinois Contract Documents, WMBE firms will be included in “MBE/WBE” References.
- 1.7 Business Owned by A Person With A Disability (PBE) means a business concern which is at least 51 percent owned by one or more persons with a disability and the management and daily business operations of which are controlled by one or more of the persons with disabilities who own it. A not-for-profit agency for persons with disabilities that is exempt from taxation under Section 501 of the Internal Revenue Code of 1986 is also considered a "business owned by a person with a disability".
- 1.8 Business Enterprise Program (BEP) Certified Vendor means a business certified as a MBE, WBE, MWBE and/or PBE by the Illinois Commission on Equity and Inclusion (CEI).
- 1.9 Veterans Business Program (VBP) Certified Vendor means a business certified as a VOSB or SDVOSB by the Illinois Commission on Equity and Inclusion.
- 1.10 Qualified service-disabled veteran means a veteran who has been found to have 10% or more service-connected disability by the United States Department of Veterans Affairs or the United States Department of Defense.
- 1.11 Qualified service-disabled veteran-owned small business (SDVOSB) means a small business (i) that is at least 51% owned by one or more qualified service-disabled veterans living in Illinois or, in the case of a corporation, at least 51% of the stock of which is owned by one or more qualified service-disabled veterans living in Illinois; (ii) that has its home office in Illinois; and (iii) for which items (i) and (ii) are factually verified annually by the Illinois Commission on Equity and Inclusion.
- 1.12 Qualified veteran-owned small business (VOSB) means a small business (i) that is at least 51% owned by one or more qualified veterans living in Illinois or, in the case of a corporation, at least 51% of the stock of which is owned by one or more qualified veterans living in Illinois; (ii) that has its home office in Illinois; and (iii) for which items (i) and (ii) are factually verified annually by the Illinois Commission on Equity and Inclusion
- 1.13 Diverse Firms shall mean businesses owned by minorities, women, and persons with disabilities. Also, to include qualified service-disabled veteran-owned small businesses and qualified veteran-owned small businesses.
- 1.14 Utilization Plan means the bid form 00 40 00 Attachment B and additional documentation included in all bids or proposals that demonstrates a vendor’s proposed utilization of vendors certified by the CEI Business Enterprise Program and Veteran Business Program (designated as CEIBEP / VBP) to meet the targeted Owner goal(s). The utilization plan shall demonstrate that the bidder has either: (1) met the entire contract goal or (2) requested a full or partial waiver and provided documentation of good faith efforts toward meeting the goal(s).

2.0 BUSINESS ENTERPRISE PROGRAM FOR MINORITIES, WOMEN, AND PERSONS WITH DISABILITIES (BEP) AND VETERAN BUSINESS PROGRAM (VBP) GOALS.

- 2.1 *(If Estimated Construction Costs \geq \$250,000, including contingency)* This project has diversity goals for participation by BEP certified businesses as bidders, subcontractors, or suppliers in accordance with the Business Enterprise for Minorities, Women, and Persons with Disabilities Act (BEP Act) 30 ILCS 575 and Veteran Goals for participation by certified veteran owned businesses in accordance with the Illinois Procurement Code 30 ILCS 500/45-57.

The Business Enterprise Program (BEP) certified vendor participation goal for this project and bid is 30%. The Veteran Business Program (VBP) certified vendor participation goal for this project and bid is 3%.

NOTE: These diversity goals are separate and distinct from workforce projections (Attachment A of Document 00 40 00).

- 2.2 Designated Projects. Owner may designate projects with BEP/ VBP goals. See above for applicable goals.

Bidders are required to use good faith efforts to meet or exceed the established diversity goals. Good faith effort is presumed if the bidder meets or exceeds the goal. If the goals are not met, bidders that request a waiver and provide documentation of good faith efforts at the time of bid submittal shall be granted a 10 day-cure period. The Bidder shall submit within ten (10) calendar days after Owner notifies bidder of the deficiency, an amended utilization plan curing the deficiency or documentation of its good faith efforts if the Bidder cannot achieve the goals (See General Instructions to Bidders, Document 00 20 00). Failure to submit such documentation, or to use good faith efforts, shall result in rejection of the bid.

OR

- 2.1 *(If Estimated Construction Costs $<$ \$250,000, including contingency)* There is no diversity goal on this project. Bidders are encouraged to use diverse firms in performing the work and to strive to obtain diverse participation; however no good faith effort documentation is required.

The BEP certified firms and certified VBP firms to be used on this project shall be listed on Attachment B – Business Enterprise Program (BEP) and Veteran Business Program (VBP) Utilization Plan of bid form document 00 40 00.

- 2.2 Bidders may request assistance in locating BEP/VBP certified businesses from the Office of Procurement Diversity at procurementdiversity@uillinois.edu or (312) 575-7895.

3.0 BUSINESS ENTERPRISE PROGRAM (BEP) AND VETERAN BUSINESS PROGRAM (VBP) PARTICIPATION.

- 3.1 *(If Estimated Construction Costs \geq \$250,000, including contingency)* Each Bidder shall name the BEP/VBP certified vendors it intends to use to meet the specified diversity goals set for this project on Attachment B – Business Enterprise Program (BEP) and Veteran Business Program (VBP) Utilization Plan of bid form document 00 40 00. When a vendor has multiple certifications (i.e. MBE, WBE, PBE, or VBE.), the business's certification may only be counted towards one of the goals. Utilization of WMBE certified vendors must designate full participation as either a MBE or WBE when split goals are identified for purposes of meeting diversity goals. WMBE value may not be split between MBE and WBE. Vendors that are both BEP and VBP certified may only be counted towards either the BEP or VBP goal, but not both. The goals for this project are as follows (“N/A” in “Combined Goal” column means split goals are in effect and “N/A” in “Split Goals” column means combined goals are in effect for each specific division of work):

- 3.2 Certification Requirement. Only those vendors who are certified by the Illinois Commission on Equity and Inclusion as of the last day of the bid opening Cure Period will be considered in determining whether the vendor is compliant with diversity requirements.
- 3.3 BEP/VBP Certified Bidder. The bidder must disclose if it is a BEP/VBP certified vendor on Attachment B - Business Enterprise Program (BEP) and Veteran Business Program (VBP) Utilization Plan of bid form 00 40 00. Owner encourages certified BEP/VBP prime Bidders to use BEP/VBP certified subcontractors/suppliers.
- 3.4 Acceptable Certifications. Owner will only accept firms certified by the Illinois Commission on Equity and Inclusion (CEI) as one of the following certified business enterprises:
- Minority Business Enterprise (MBE)
 - Women Business Enterprise (WBE)
 - Women/Minority Business Enterprise (WMBE)
 - Business Owned By A Person With A Disability (PBE)
 - Qualified service-disabled veteran-owned small business (SDVOSB)
 - Qualified veteran-owned small business (VOSB)

A current and valid print version of the vendor's CEI Business Enterprise Program (BEP) / Veteran Business Program (VBP) Vendor Directory results is printed proof of the CEI certification and should be provided with bid.

The IL CEI BEP/VBP Vendor Directories can be found at
<https://ceibep.diversitysoftware.com/>

- 3.5 Commercially Useful Function. The University of Illinois values the utilization of BEP/VBP certified vendors in capital construction. All such enterprises must perform a commercially useful function. Enterprises which might be considered "pass-throughs" or "fronts" are not permitted. Failure to comply with this requirement or false representations may result in termination of contracts related to University capital construction projects and result in criminal and civil penalties. Only expenditures to businesses owned by minorities, women, and persons with disabilities that perform a commercially useful function may be counted toward the goals set forth by the BEP Act. A firm is considered to perform a commercially useful function when it is responsible for execution of a distinct element of the work of a contract and carries out its responsibilities by actually performing, managing, and supervising the work involved. The BEP/VBP certified vendor must also be responsible, with respect to materials or supplies used on the contract, for negotiating price, determining quality and quantity, ordering the materials or supplies, and installing the materials (where applicable) and paying for the materials or supplies. To determine whether a firm is performing a commercially useful function, the University shall evaluate the amount of work subcontracted, whether the amount the firm is to be paid under the contract is commensurate with the work it actually performs, the credit claimed for its performance of the work, industry practices, and other relevant factors. A BEP/VBP certified vendor does not perform a commercially useful function if its role is limited to that of an extra participant in a transaction or contract through which funds are passed through to obtain BEP/VBP certified vendor participation. In determining whether a BEP/VBP certified vendor is such an extra participant, the University shall examine industry practices and

similar transactions, particularly those in which BEP/VBP certified vendors actually participate in a meaningful way.

- 3.6 **Bid Form.** Each Bidder shall name, on Attachment B - Business Enterprise Program (BEP) and Veteran Business Program (VBP) Utilization Plan of the bid form 00 40 00, the BEP/VBP certified vendors it intends to use to meet the specified goals including addresses, phone numbers, e-mail address, scope of work or supplies to be provided and proposed subcontract values to date. Written evidence of good faith efforts to achieve the goals are required at the time of bid whenever the bidder is requesting a waiver and can be cured within ten (10) calendar days after Owner notifies bidder of the deficiency, in accordance with Diversity Goal Cure Period identified above. Good faith effort documentation is not required when diversity goals have been met.
- 3.7 **Diversity Goal Cure Period.** If the Bidder requests a waiver at the time of bid submittal and provides both a completed utilization plan (Attachment B – Business Enterprise Program (BEP) and Veteran Business Program (VBP) Utilization Plan of bid form 00 40 00) and good faith efforts documentation as of bid opening, they are granted a cure period of ten (10) calendar days, after Owner notifies bidder of the deficiency, to meet the goal. Whenever bidder requests a waiver and no good faith effort documentation is included, the bidder will be deemed non-responsive, and the bid will be rejected as a material condition. By the end of the Cure Period, Bidder shall submit an updated utilization plan and updated documentation of their good faith efforts to achieve the BEP/VBP participation goals, if the goals are not met. Failure to submit such documentation or to use good faith efforts, shall result in rejection of the bid. Good faith effort documentation is not required when diversity goals have been met.
- 3.8 **Good Faith Efforts.** Bidders are required to use any and all good faith efforts to meet the diversity goal prior to the time of bid submittal. Bid submittals that include a waiver request must include submission of good faith efforts documentation, including bidders' pricing for each diverse subcontractor identified, at the time of bid submittal. These efforts should demonstrate that every attempt to negotiate and secure diverse business participation was made prior to the bid. Bids with zero or low levels of participation at the time of bid may be determined to have not demonstrated good faith efforts and may be found non-responsive. Bidders that fall short of meeting the goal and demonstrate acceptable good faith efforts at the time of bid submittal will be considered with the additional efforts achieved within the 10-day cure period.
- 3.9 Good faith effort documentation supporting a request for change of BEP/VBP goal or waiver of goal must be submitted. The minimum expected documentation includes, but is not limited to:
- 3.9.A All information indicating why the specified goal cannot be met.
 - 3.9.B A list of all BEP/VBP certified vendors contacted and the dates they were contacted, including documentation from those firms.
 - 3.9.C Copies of all bid solicitation letters to BEP/VBP certified firms. Letters shall contain, as a minimum:
 - 3.9.C.1 Project title and location;
 - 3.9.C.2 Classification of work items for which quotations are requested;
 - 3.9.C.3 Date, time, and place quotations are due;

- 3.9.C.4 Returnable acknowledgment of the solicitation.
- 3.9.D Evidence, such as a log, of telephone, e-mail, fax, etc. contact including time and date of contact, telephone number or email address, and name of the person contacted, and a description of the result. Bidders must keep and submit copies of all emails sent and received from prospective BEP/VBP vendors and include a copy of the commodity list or scope of work solicited from prospective BEP/VBP vendors to perform.
- 3.9.E All other evidence of good faith efforts made by the bidder to secure eligible BEP/VBP certified vendors to meet the specified goal. Evidence may include documentation, at a minimum, that states the following:
 - 3.9.E.1 Contacting the Business Enterprise Bureau at least 15 days prior to need and requesting referrals from the vendors list and from any other list maintained by the Bureau;
 - 3.9.E.2 Advertising in the Official State Newspaper or a local newspaper as time permits;
 - 3.9.E.3 Contacting appropriate organizations such as unions, contractor associations, and diversity-oriented organizations.
 - 3.9.E.4 Utilize the website: <https://ceibep.diversitysoftware.com/> to identify BEP certified vendors within the respective NIGP code(s) on the solicitation documents. At a minimum, email all listed vendors with project specifications sufficient to build a quote, then solicit quotes from all vendors who express an interest with follow-up emails and telephone calls. Documentation of these efforts must be submitted as evidence, including copies of all e-mails sent.
 - 3.9.E.5 Solicit through all reasonable and available means (e.g., attendance at a vendor conference, advertising, written notices) the interest of BEP/VBP certified vendors that have the capability to perform the work of the contract. Vendor must solicit this interest with sufficient advance time to allow the BEP/VBP certified vendors to respond to the solicitation. Vendor must determine with certainty if the BEP/VBP certified vendors are interested by taking appropriate steps to follow up initial solicitations and encourage them to submit a bid or proposal, providing them with adequate information about the plans, specifications, and requirements of the contract in a timely manner to assist them in responding promptly to the solicitation.
 - 3.9.E.6 Select portions of the work to be performed by BEP/VBP certified vendors in order to increase the likelihood that the goal will be achieved. This includes, where appropriate, unbundling contract work items into economically feasible units to facilitate BEP/VBP certified vendor participation, even when Bidder might otherwise prefer to perform these work items with its own forces.
 - 3.9.E.7 Make a portion of the work available to BEP/VBP certified vendors by selecting those portions of the work or needed material based on the availability of BEP/VBP certified vendors.
 - 3.9.E.8 Negotiate in good faith with interested BEP/VBP certified vendors. Evidence of such negotiation must include the contacted names,

mailing addresses, email addresses, and telephone numbers of BEP/VBP certified vendors that were considered; a description of the information provided regarding the plans and specifications for the work selected for subcontracting; and evidence as to why additional agreements could not be reached for BEP/VBP certified vendors to perform the work. A Bidder using good business judgment may consider many factors in negotiating with BEP/VBP certified vendors and may take a firm's price and capabilities into consideration. The fact that there may be some additional costs involved in finding and using BEP/VBP certified vendors may not, in itself, be a sufficient reason for a Bidder's failure to meet the goal, as long as such costs are reasonable. Bidders are not required to accept higher quotes from BEP/VBP certified vendors if the price difference is excessive or unreasonable.

- 3.9.E.9 Thoroughly investigate the capabilities of BEP/VBP certified vendors and not reject them as unqualified without documented reasons. The BEP/VBP certified vendor's memberships in specific groups, organizations, or associations and political/ social affiliations are not legitimate causes for the rejection or non-solicitation of bids and proposals in bidder's efforts to meet the goal.
- 3.9.E.10 Where subcontractor capacity and/or access to capital prevents participation, make efforts to assist in obtaining available resources such as State of Illinois lending programs and the prime's lending, capital and bonding networks.
- 3.9.E.11 Make efforts to assist interested BEP/VBP certified vendors in obtaining necessary equipment, supplies, materials, or related assistance or services.
- 3.9.E.12 Utilized resources available to identify available certified vendors, including but not limited to Office of Procurement Diversity staff, BEP/VBP assistance staff; local, state and federal diverse business assistance offices; and other organizations that provide assistance in the recruitment and placement of diverse businesses.
- 3.9.E.13 Follow best practices when conducting a Good Faith Effort. Best practices can be found on the BEP/VBP website at <https://cei.illinois.gov/>
- 3.9.F The University of Illinois will consider all other evidence of good faith efforts made by the bidder to secure eligible BEP/VBP certified firms to meet the specified goal, prior to the bid due date and during the 10- day cure period if applicable.
- 3.9.G The University of Illinois will take into account the performance of other bidders in satisfying the contract specified BEP/VBP participation goal(s). For example, when the apparent successful bidder fails to commit to the contract goal, but other bidders commit to the goal, the University of Illinois will raise the question of whether, with additional efforts, the apparent successful bidder could have committed to the goal.
- 3.9.H An updated Attachment B.
- 3.9.I Other relevant information in support of the change/waiver request

OR

3.0 BUSINESS ENTERPRISE PROGRAM (BEP) AND VETERAN BUSINESS PROGRAM (VBP) PARTICIPATION.

- 3.1 *(If Estimated Construction Costs < \$250,000, including contingency)* Bidders are encouraged to use BEP/VBP certified vendors in performing the work; however no good faith effort documentation is required. The BEP/VBP certified vendors to be used on this project shall be listed on Attachment B – Business Enterprise Program (BEP) and Veteran Business Program (VBP) Utilization Plan of bid form document 00 40 00.

4.0 REQUEST FOR CHANGE OF SUBCONTRACTOR OR SUPPLIER.

- 4.1 Only upon receipt of Notification of Award (NOA) or Notification of Intent to Award (NOIA) the determined responsive and responsible Bidder may make a request for change of a BEP/VBP certified subcontractor or supplier which it has previously listed on Attachment B - Business Enterprise Program (BEP) and Veteran Business Program (VBP) Utilization Plan of bid form 00 40 00. All requests shall be in writing on the Contractor's letterhead and submitted with documented evidence of cause to Owner's Office of Procurement Diversity. Owner will review each request and may, at its sole discretion, authorize the change.
- 4.2 After receipt of NOA and/or NOIA letter, but prior to Contract Execution. The Bidder may request approval of a BEP/VBP certified subcontractor or supplier other than one listed on Attachment B – Business Enterprise Program (BEP) and Veteran Business Program (VBP) Utilization Plan of bid form 00 40 00 provided sufficient information is supplied by the Contractor as deemed appropriate by Office of Procurement Diversity. Owner may require supporting documentation from the BEP/VBP certified subcontractor or supplier.
- 4.3 After Contract Execution. The Business Enterprise Program and Veteran Business Program Utilization Plan may not be amended after contract execution without University prior written approval. A vendor may not make modifications to its contractual BEP/VBP certified vendor commitments or substitute BEP/VBP certified vendors without the prior written University approval. Unauthorized modifications or substitutions, including performing the work designated for a BEP/VBP certified vendor with Bidder's own forces, shall be a violation of the Utilization Plan and therefore a breach of the contract, cause to terminate the contract, and cause to seek other contract remedies or sanctions. For University approval of modifications or substitutions, the facts supporting the modifications or substitutions must not have been known nor reasonably should have been known by the parties prior to entering into the contract and/or subcontract. Bidder must negotiate with BEP/VBP certified vendors to resolve problems. Where there has been a mistake or disagreement about the scope of work and/or goods/equipment required by the contract, the BEP/VBP certified vendor can be substituted, but only where agreement cannot be reached for a reasonable price or schedule for the correct scope of work, goods and/or equipment. Any subsequent change must be submitted to the University in writing, and approved by the University. Substitutions of a BEP/VBP certified vendor may be permitted under the following circumstances: Unavailability after receipt of reasonable notice to proceed; Failure of performance; Financial incapacity; Refusal by the BEP/VBP certified vendor to honor the bid or proposal price or scope; Material mistake of fact or law about the elements of the scope of work of a contract where a reasonable price cannot be agreed upon; Failure of the BEP/VBP certified vendor to meet insurance, licensing or bonding requirements; The BEP/VBP certified vendor's withdrawal of its bid or offer; and/or failure of the BEP/VBP certified vendor to maintain

certification. If it becomes necessary to substitute a BEP/VBP certified vendor, the prime Bidder must notify the University in writing, of the request to substitute a BEP/VBP certified vendor or otherwise modify the Utilization Plan. The request must state specific reasons for the substitution or modification. The University will approve or deny a request for substitution or other change in the Utilization Plan within five business days of receipt of the request. Where Bidder has established the basis for the substitution to the satisfaction of the University, it must make Good Faith Efforts to meet the contract goal by substituting one or more BEP/VBP certified vendors. Documentation of a replacement BEP/VBP certified vendor, or of Good Faith Efforts to replace the BEP/VBP certified vendor, must meet the requirements of the initial Utilization Plan. If the goal cannot be reached and Good Faith Efforts have been made, Bidder may substitute with a non-BEP/VBP certified vendor. Prime Bidders are encouraged to utilize BEP/VBP certified firms. If a Bidder plans to hire a subcontractor for any scope of work that was not previously disclosed in the Utilization Plan and this increases BEP/VBP participation, Bidder must obtain the approval of the University to modify the Utilization Plan and must make Good Faith Efforts to ensure that BEP/VBP certified vendors have a fair opportunity to submit a bid or offer on the new scope of work. If the Prime Bidder wishes to substitute its BEP/VBP certified subcontractor, a BEP/VBP certified vendor Utilization Plan must be executed and submitted to the University within five (5) business days of Bidder's receipt of the University approval for the substitution.

5.0 BID REJECTION.

5.1 Diversity Related Material Deficiencies. Bids will be rejected for material deficiencies, including but not limited to:

5.1.A At time of bid for projects that have diversity goals identified, failure to submit a completed Attachment B – Business Enterprise Program (BEP) and Veteran Business Program (VBP) Utilization Plan of bid form 00 40 00 with all BEP/VBP certified vendor information that was known at the time of bid submission as well as documentation of satisfactory good faith efforts documentation when BEP/VBP utilization is not identified on Attachment B.

5.1.B Failure to use satisfactory good faith efforts to achieve diversity participation goals at time of bid as required within this 00 30 00 document and provide updated Attachment B – Business Enterprise Program (BEP) and Veteran Business Program (VBP) Utilization Plan of bid form 00 40 00 and update documentation of good faith efforts within ten (10) calendar days after Owner notifies Bidder of the deficiency.

5.1.C All material deficiencies are listed in Section 10.2 of Document 00 20 00 – General Instructions to Bidders.

6.0 POST AWARD REQUIREMENTS

6.1 Post-Award Submittal. Following the receipt of the Notice of Intent to Award or Notice of Award Letter, the contractor shall submit Attachment A - BEP/VBP Subcontractor/Supplier Certification form, of the Notice of Intent to Award or Notice of Award Letter for each of the IL CEI BEP/VBP certified subcontractor(s) and/or supplier(s) being utilized to meet the designated diversity goals as specified on the bid form. The form must be signed by the subcontractor or supplier and shall be submitted by the Bidder to the Campus Construction Unit (CCU).

6.2 Completion of the Attachment A BEP/VBP Subcontractor/Supplier Certification form, of the Notice of Intent to Award or Notice of Award Letter. Attachment A – BEP/VBP

Subcontractor/Supplier Certification form, of the Notice of Intent to Award or Notice of Award Letter is not required if the Bidder is a BEP/VBP certified vendor. BEP/VBP certified Bidders are encouraged to utilize diverse subcontractors/suppliers. If goals are split must supply Attachment A – BEP/VBP Subcontractor/Supplier Certification form, of the Notice of Intent to Award or Notice of Award Letter for the subcontractor firm(s) utilized to meet the diversity goal, respectively.

- 6.3 Listed Firms. Attachment A – BEP/VBP Subcontractor/Supplier Certification form, of the Notice of Intent to Award or Notice of Award letter shall be completed and submitted for each BEP/VBP certified vendor listed on Attachment B of the bid form. The awarded contractor shall ensure the firm(s) and dollar amount(s) listed on the completed Attachment A – BEP/VBP Subcontractor/Supplier Certification form matches the firm(s) and dollar amount(s) listed on Attachment B of the bid form including any additional firms and/or dollar amounts associated with alternates.
- 6.4 Compliance. The BEP/VBP diversity goal dollar value is based upon the total contract sum (including awarded alternates). The diversity goal percentage amount(s) shall meet or exceed the goal(s) as specified on the bid form, or in an approved change/waiver request (refer to Section 6.2 herein).
- 6.5 Voluntary. Bidders are encouraged to utilize BEP/VBP certified subcontractors/suppliers for those projects that are not designated for diversity goal and complete Attachment A - BEP/VBP Subcontractor/Supplier Certification form, of the Notice of Intent to Award or Notice of Award letter for each BEP/VBP certified vendor. BEP/VBP certified subcontractors/suppliers may be added at any time during the project.
- 6.6 Diversity Management System. Contract Awardees are required to login and resolve discrepancies regarding payments to its subcontractors as they arise via The University of Illinois Diversity Management System at <https://uillinois.diversitycompliance.com/>. Subcontractors are required to login and confirm payments from prime contractors as well as resolve discrepancies as they arise via The University of Illinois Diversity Management System.
- 6.7 Diversity Document Submittals. Within fifteen (15) calendar days from the date of the Notice of Award, or Notice of Intent to Award letter, the Bidder shall furnish, on Owner forms, the following:
- 6.7.A BEP/VBP Subcontractor/Supplier Documentation (if BEP/VBP certified vendor is utilized). Attachment A – BEP/VBP Subcontractor/Supplier Certification form, of the Notice of Intent to Award or Notice of Award Letter. The awarded Bidder shall ensure the firm(s) and dollar amount(s) listed on the completed Attachment A – BEP/VBP Subcontractor/Supplier Certification form matches the firm(s) and dollar amount(s) listed on bid form 00 40 00 Attachment B – Business Enterprise Program(BEP) and Veteran Business Program (VBP) Utilization Plan, including any additional firms and/or dollars associated with alternates.
- 6.7.B All other submittal requirements are listed in Section 13 of Document 00 20 00 – General Instructions to Bidders.

7.0 PROJECTION OF EMPLOYEE UTILIZATION

- 7.1 Diversity in our workforce and in the businesses that perform services on our behalf is of the utmost importance to the University of Illinois. One of our greatest strengths is the

diversity of University of Illinois' workforce, where men and women of different races, ethnicities and backgrounds work together to build a world-class, educational system in the State of Illinois. We are dedicated to increasing the participation of a workforce on our capital projects that reflects the diversity of our state and benefits all of our communities. For more information, please reference Section 1.0 Projection of Employee Utilization of Document 00 40 00 – The Bidding and Contract Provisions.

- 7.2 Reporting Diversity Participation. The Contractor's schedule of values shall separately identify all of the proposed Subcontractors, vendors, or suppliers that are certified by the Illinois Commission on Equity and Inclusion (CEI) as a BEP/VBP certified vendor. This information is requested only for the Owner's use in monitoring the level of diversity participation on its projects. See document 00 70 00- General Conditions for more information.

END OF DOCUMENT 00 30 00