



CONSTRUCTION PROJECT MANUAL STATEMENT

It is the policy of the City to provide equal opportunities for City contracting to underutilized businesses owned by minorities and women doing business in the City's Contracting Marketplace. It is further the policy of the City to prohibit discrimination against any firm in pursuit of these opportunities, to conduct its contracting activities so as to prevent such discrimination, to correct the present effects of past discrimination and to resolve complaints of discrimination. This policy applies to construction contracting. The City's Department of Equity & Inclusion has reviewed this proposed project and established Underutilized Business Enterprise (UBE) participation goals: Minority Business Enterprise (**MUBE**) **11%** and Woman Business Enterprise (**WUBE**) **7%**. A listing of firms from the HUB database is included in this project manual. Bidders may also use firms currently certified as MUBES and WUBES by N.C. D.O.T. and the SBA 8(a) Program to meet the participation requirements.

1. The bids will be evaluated and the contract awarded in accordance with statutory public contract requirements and as supplemented by the City of Durham's Equal Business Opportunity Program Construction Forms included with this bid. **The following forms are mandatory and must be filled out and returned with the bid proposal.**
 - A. **Bid Forms**
 - B. **Non-Collusion Affidavit**
 - C. **Bidder Safety Evaluation Questionnaire**
 - D. ***** BID BOND IF applicable******
 - E. **Equal Business Opportunity Program Construction Forms**
 1. Forms E-101(UBE Participation On Base Bid) and/or E-102 (UBE Participation On Bid Alternate)
 2. Form E-104 Employee Breakdown

Any bids submitted without these completed forms may be deemed as "non-responsive". If there are any questions or problems in filling out the UBE forms, please contact:

City of Durham
Equity & Inclusion Department
(919) 560-4180