

Lewis County Development Corporation

POLICY & PROCEDURE

Minority/Women owned Business Enterprises

Policy: The Lewis County Development Corporation will and will cause its contractors and subcontractors to, take good faith actions to achieve the M/WBE contract participation goals set by the State of Federal government for any project where requirements are in place for funding. The LCDC will do so by taking the following steps:

1. Actively and affirmatively solicit bids for contracts and subcontracts from qualified State certified MBE's or WBE's, including solicitations to M/WBE contractor associations.
2. Utilize the appropriate directory of State certified M/WBE businesses and solicit bids from them directly if this is logical for the project in question.
3. Ensure that plans, specifications, request for proposals and other documents used to secure bids will be made available in sufficient time for review by prospective M/WBE's.
4. Where feasible, divide the work into smaller portions to enhance participation by M/WBE's and encourage the formation of joint venture and other partnerships among M/WBE contractors to enhance their participation.
5. Document and maintain records of bid solicitations, including those to M/WBE's and the results thereof. Contractor will also maintain records of actions that its subcontractors have taken toward meeting M/WBE contract participation goals.
6. Ensure that progress payments to M/WBE's are made on a timely basis so that undue financial hardship is avoided, and that bonding and other credit requirements are waived or appropriate alternatives developed to encourage M/WBE participation.

Adopted December 12, 2014

LCDC Secretary: 