

9.1.8 CONTRACTOR UTILIZATION PLAN - SMALL BUSINESS ENTERPRISE (SBE)

**CONFIDENTIAL INFORMATION
REQUIRED SUBMITTAL**

VIA METROPOLITAN TRANSIT
Contractor Utilization Plan



Instructions: Prime Contractors/Consultants must complete this form by listing: 1) Name of the prime and **all proposed subcontractors**; 2) Contact Information; 3) Description of work to be performed/product to be provided; 4) Status as a SBE and/or DBE or non-certified firm; 5) Age of the firm; 6) Dollar value of commitment; and 7) Percentage (%) of work to be performed. Subcontractors that are listed on this form as SBEs and/or DBEs must be certified with a participating Texas Unified Certification Program (TUCP) certifying agency at the time of the bid/proposal submission. **The SBE and/or DBE certification must be complete and current at time of bid/proposal submittal.** Each subcontractor that is listed on this form as a SBE and/or DBE must complete Form 9.1.9 Intent to Perform as a SBE and/or DBE Subcontractor agreeing to the information listed here. A **certified SBE and/or DBE prime contractor/consultant** is required to perform a minimum of 30% of the contract to demonstrate a **Commercially Useful Function**.

(Please note: Both SBEs and DBEs can be used to satisfy SBE goals.)

1) Name of PRIME CONTRACTOR	2) Contact Person, Address, and Phone # of firm(s)	3) Description of Work: services provided. Where applicable, specify "supply" or "install" or both	4) SBE, DBE, or Non-certified	5) Age of Firm	6) Dollar value of commitment	7) % of work to be performed
<i>Example:</i> ABC Prime Contractor	Susan Doe 123 Blvd San Antonio, TX 78213	Installation of shelters	Non	25 years	\$90,000	90%
1) Name of SUBCONTRACTORS	(Please indicate below)					
<i>Example:</i> XYZ Subcontractor	Jane Davis 4567 Main St. San Antonio, TX 78210	Concrete padding	SBE/DBE	5 years	\$10,000	10%
Work to be completed by Prime Contractor and all subcontractors must TOTAL 100% →						

This Contractor Utilization Plan (CUP) must be completed as instructed above and include the prime contractor and all subcontractors proposed on this project, including dollars and % of work committed. **If column 7 does not total 100%, the bid submittal will be considered non-responsive.** The undersigned will enter into a formal agreement with all proposed SBE and/or DBE firms for work listed in the CUP upon execution of a contract with VIA. The Contractor agrees to the terms of this CUP by signing below and submitting the Intent to Perform as completed by the SBE and/or DBE subcontractors.

Signature of Authorized Representative of Prime

Date Signed

1) Name of SUBCONTRACTORS	2) Contact Person, Address, and Phone # of firm(s)	3) Description of Work, services provided. Where applicable, specify "supply" or "install" or both	4) SBE, DBE or Non-certified	5) Age of Firm	6) Dollar value of commitment	7) % of work to be performed
SUBCONTRACTORS (continued)	(Please indicate below)					
Work to be completed by Prime Contractor and all subcontractors must TOTAL 100% →						

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