



PARTICIPATION COMMITMENT MINORITY BUSINESS ENTERPRISE AND EMERGING SMALL BUSINESS

| | | | | | |
|--------------|--------------|------------------------|-------------------------|-------|--|
| COMPANY DATA | COMPANY NAME | | CONTRACT BID NAME / NO. | | |
| | CONTACT NAME | PHONE | FAX | EMAIL | |
| | LICENSE NO. | LICENSING JURISDICTION | FED ID NO. / SSN | | |

It is the City of Richmond policy to increase minority/emerging small business participation on all City contracts. To that end, vendors are encouraged to commit to providing business opportunities to MBE/ESB firms as defined below. If you decide not to make a commitment, please indicate this by entering a '0' in the TOTAL % box below. Please complete and return this form with your bid/proposal/contract. MBE/ESB may participate as subcontractors, vendors and/or suppliers. The bidder must indicate the MBE/ESB it intends to utilize in this contract as follows:

| MINORITY / EMERGING SMALL BUSINESS COMMITMENTS | SUBCONTRACTOR NAME | PHONE | SCOPE OF WORK FOR PARTICIPATION IN CONTRACT | % OF WORK | OR ESB | OWNED BY |
|--|--------------------|------------------|---|-----------|--------|----------|
| | ADDRESS | FED ID NO. / SSN | | | | |
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| IF OWNED TYPE "OTHER" SPECIFY HERE: | | | | TOTAL % ➔ | | |

ENTER CODE FOR OWNERSHIP FOR EACH MBE
 1 = ASIAN AMERICAN
 2 = HISPANIC AMERICAN
 3 = AFRICAN AMERICAN
 4 = AMERICAN INDIAN
 5 = OTHER (SPECIFY BELOW)

| DEFINITIONS | EMERGING SMALL BUSINESS | MINORITY BUSINESS ENTERPRISE |
|-------------|--|---|
| | A business that (1) has been certified by the Office of Minority Business Enterprise for a period of seven years or less, (2) has annual gross receipts for each of its three fiscal years preceding application for certification of \$500,000 or less if engaged in the construction business or of \$250,000 or less if engaged in non-construction business, (3) has fewer than ten employees, (4) is not a subsidiary of another business and does not belong to a group of businesses owned and controlled by the same individuals, (5) has its principal place of business within the City of Richmond Enterprise Zone, (6) possesses a City business license, and (7) pays personal property, real estate, and business taxes to the City of Richmond. | A business at least 51% of which is owned and controlled or 51% operated by minority group members or, in case of a stock corporation, at least 51% of the stock which is owned and controlled by minority group members. Minority group members are citizens of the United States who are African American, Hispanic American, Asian American and American Indian. |

Bidder and the MBE/ESB agree that the MBE/ESB shall not subcontract or assign any work described herein to another entity without prior written approval of the City of Richmond.

THE UNDERSIGNED HEREBY CERTIFIES THAT S/HE HAS READ THE TERMS OF THIS COMMITMENT AND IS AUTHORIZED TO BIND THE BIDDER TO THE COMMITMENT HEREIN SET FORTH.

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| SIGNATURE OF AUTHORIZED OFFICIAL | DATE |
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