



REQUEST FOR WAIVER

FORM B

Niagara Falls Water Board
 Michael C. O' Laughlin Municipal Water Plant
 Attention: Rolfe Porter, Executive Director
 5815 Buffalo Ave.
 Niagara Falls, NY 14304

INSTRUCTIONS: See page 2 of this attachment for requirements and document submission instructions.								
Contractor's Name, Address and Telephone No. Federal Identification No.	Contract No.: Contract Description (Construction, Construction Consultant, Commodities or Services/Technologies) & Location (Region):	MWBE/SDVOB Goals In Contract <table style="width:100%; border: none;"> <tr> <td style="text-align: right;">MBE</td> <td style="text-align: right;">%</td> </tr> <tr> <td style="text-align: right;">WBE</td> <td style="text-align: right;">%</td> </tr> <tr> <td style="text-align: right;">SDOV</td> <td style="text-align: right;">%</td> </tr> </table>	MBE	%	WBE	%	SDOV	%
MBE	%							
WBE	%							
SDOV	%							

Contractor is requesting a:

MBE Waiver – A waiver of the MBE Goal for this procurement is requested. Total Partial

WBE Waiver – A waiver of the WBE Goal for this procurement is requested. Total Partial

SDVOB Waiver – A waiver of the SDVOB Goal for this procurement is requested. Total Partial

IF UNABLE TO FULLY MEET THE MBE AND WBE GOALS SET FORTH IN THE CONTRACT, CONTRACTOR MUST SUBMIT GOOD FAITH EFFORTS (GFE) DOCUMENTATION and A REQUEST FOR WAIVER FORM C UPON COMPLETION OF CONTRACT.

Submission of this form constitutes the contractor's acknowledgement and agreement to comply with the M/WBE requirements set forth under NYS Executive Law, Article 15-A and 5 NYCRR Part 142. Failure to submit complete and accurate information may result in a finding of noncompliance or rejection of the bid/proposal and/or suspension or termination of the contract.

Prepared By (Signature)	Email Address
Name and Title of Preparer (Print or Type)	Telephone No.
Date	

FOR AGENCY USE ONLY

Reviewed By	Date
Waiver Granted: <input type="checkbox"/> Yes <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDOV <input type="checkbox"/> No	Date
* Comments:	

REQUIREMENTS AND DOCUMENT SUBMISSION INSTRUCTIONS

When completing the Request for Waiver Form, please check all boxes that apply. To be considered, the Request for Waiver Form must be accompanied by documentation for items 1-11, as listed below. If box #3 has been checked above, please see item 11. Copies of the following information and all relevant supporting documentation must be submitted along with the request:

1. A statement setting forth your basis for requesting a partial or total waiver.
2. The names of general circulation, trade association, and M/WBE/SDVOB-oriented publications in which you solicited certified M/WBE/SDVOBs for the purposes of complying with your participation goals.
3. A list identifying the date(s) that all solicitations for certified M/WBE/SDVOB participation were published in any of the above publications.
4. A list of all certified M/WBE/SDVOBs appearing in the NYS Directory of Certified Firms that were solicited for purposes of complying with your certified M/WBE/SDVOB participation levels.
5. Copies of notices, dates of contact, letters, and other correspondence as proof that solicitations were made in writing and copies of such solicitations, or a sample copy of the solicitation if an identical solicitation was made to all certified M/WBE/SDVOBs.
6. Provide copies of responses made by certified M/WBE/SDVOBs to your solicitations.
7. Provide a description of any contract documents, plans, or specifications made available to certified M/WBE/SDVOBs for purposes of complying with the certified M/WBE/SDVOB participation goals.
8. Provide documentation of any negotiations between you, the Offeror/Contractor, and the M/WBE/SDVOBs undertaken for purposes of complying with the certified M/WBE/SDVOB participation goals.
9. Provide any other information you deem relevant which may help us in evaluating your request for a waiver.
10. Provide any other information you deem relevant which may help us in evaluating your request for a waiver.
11. Copy of notice of application receipt issued by Niagara Falls Water Board (NFWB).

NOTE: Unless a Total Waiver has been granted, Offeror/Contractor will be required to submit all reports and documents pursuant to the provisions set forth in the Contract, as deemed appropriate by NFWB, to determine M/WBE/SDVOB compliance.