

VBE-2
VBE PARTICIPATION SUBMITTAL

Bidder/Offerer: _____ **Solicitation # :** _____

Solicitation Title: _____

Discipline: _____ (.1 GC, .2 HVAC, .3 Plumbing, or .4 Electrical)

Base Bid: _____ (identify the corresponding Base Bid for this VBE Participation Submittal)

CHECK ONE, AND ONLY ONE, BOX. FAILURE TO COMPLY WILL RESULT IN REJECTION OF YOUR BID/PROPOSAL.

Click on bold titles to navigate to that specific page.

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|--|--|--|
| ☐ I agree to meet the VBE participation goal in full.
I have completed and am submitting with my bid or proposal a VBE Utilization Schedule (VBE-3) , which is required in order to be considered for award. | ☐ I am requesting a partial waiver of the VBE participation goal.
After making good faith outreach efforts as more fully described in the Guidance for Documenting Good Faith Efforts to Meet the VBE Participation Goal , I am unable to achieve the total VBE participation goal for this solicitation and am requesting a partial waiver of the VBE participation goal. I have completed and am submitting with my bid or proposal both of the following, which are required in order to be considered for award:

<ol style="list-style-type: none">1. a VBE Utilization Schedule (VBE-3) for that portion of the VBE participation goal that I will meet; AND2. a Good Faith Efforts Waiver Request for the portion of the VBE participation goals that I am unable to meet. | ☐ I am requesting a full waiver of the VBE participation goal
After making good faith outreach efforts as more fully described in the Guidance for Documenting Good Faith Efforts to Meet the VBE Participation Goal , I am unable to achieve any part of the VBE participation goal for this solicitation and am requesting a full waiver of the VBE participation goal.

I have completed and am submitting with my bid or proposal a Good Faith Efforts Waiver Request for the complete VBE participation goal, which is required in order to be considered for award. |
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NOTE: VBE primes who are submitting as bidders or offerors must complete a **VBE Utilization Schedule (VBE-3)** identifying any self-performance towards the VBE participation goal.

VBE-3 VBE UTILIZATION SCHEDULE

Bidder/Offeror: _____

Solicitation # : _____ **Solicitation Title:** _____

List in the chart below VBEs (including where applicable a prime bidder or offeror is self-performing a portion of the work) that will be used to meet the VBE participation goal (add additional pages if necessary). Submit a **Letter of Commitment (VBE-3.1)** for each VBE subcontractor, supplier, or manufacturer (add additional Letters of Commitment as necessary).

VBE Name SAP Vendor Number (6-digit number provided by VBE) VBE Verification Number (located on DGS VBE verification)	Type of VBE (check all that apply)	Description of Work to be Performed (Statement of Work/Specification reference)	% Commitment (or % of work to be self-performed by VBE bidder/offeror)	Dollar Value of Commitment (after applying any calculation per VBE-1, Section IV, Calculating VBE participation)
Name: <u>Veterans R Us</u> SAP Vendor Number: <u>123456</u> VBE Verification Number: <u>123456-2023-VBE</u>	VBE	staffing resources	%	\$
Name: SAP Vendor Number: VBE Verification Number:	☐ VBE ☐ SDVBE		%	
Name: SAP Vendor Number: VBE Verification Number:	☐ VBE ☐ SDVBE		%	
Name: SAP Vendor Number: VBE Verification Number:	☐ VBE ☐ SDVBE		%	
Name: SAP Vendor Number: VBE Verification Number:	☐ VBE ☐ SDVBE		%	
Attach additional sheets if necessary			Total % VBE commitment: _____	Total \$ amount: _____

VBE-3.1
LETTER OF COMMITMENT

This Letter of Commitment serves as confirmation of the commitment by the prime Bidder or Offeror to utilize the Veteran Business Enterprise (VBE) on the below-referenced Solicitation/Project.

Solicitation #: _____ Solicitation Title: _____

	Bidder/Offeror Information	VBE Information
Name		
Address		
Point of Contact		
Telephone #		
Email address		

Services/Supplies and Time Frame. If Bidder/Offeror is the successful vendor, the VBE shall perform or provide the following services or supplies during the term of the prime contract, as more specifically set forth below:

Services or supplies the VBE will provide:	
Specific Time Frame the VBE will provide the services or supplies:	

Dollar Value of Commitment. These service or supplies for contract/fee indicated in the table below shall be for the term of the contract.

COMMITMENT TABLE	Total Contract/Fee Commitment Value	Allowable Participation Percentage	Allowable Participation Value equals Dollar Value Commitment on VBE-3
	(c)	(d)	(c) x (d) = (e)
VBE Subcontractor - performs at least 50% of the value of the subcontract with its own forces		100%	
VBE Manufacturer - produces on premise material, supplies, articles, or equipment required for contract.		100%	
VBE Stocking Suppliers - maintains materials on premises that are bought and stored and required for the contract.		60%	
VBE Non-stocking Supplier - Service Fee Only - Does not carry inventory.		100%	

VBE verified*. By signing below, the VBE represents that it meets the VBE requirements set forth in the Solicitation and all required documentation has been provided to the Bidder/Offeror for its VBE submission.

Sincerely,

Acknowledged

Printed name

Printed name

Bidder/Offeror Point of Contact Signature

VBE Point of Contact Signature

** The work performed by a firm that is dually verified as both an SDB and VBE will be counted by BDISBO towards fulfilling both the SDB and VBE commitments unless otherwise agreed to by the parties in writing and approved by BDISBO and the Issuing Office. See SDB-1 Instructions, Section II, Paragraph 4 for example of how work performed by a firm that is dually verified is credited.*