

Exhibit B – MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISES (M/WBE)  
AND EQUAL EMPLOYMENT OPPORTUNITY (EEO)  
POLICY STATEMENT

I, \_\_\_\_\_, the (awardee/contractor) agree to adopt the following policies with respect to the Systems Integration Project.

**M/WBE**

*The Systems Integration Project has established a policy to promote the growth and development of Minority and Women Business Enterprises (M/WBE) and to improve opportunities for minorities and women and has adopted M/WBE goals and Minority Workforce Participation Goals that apply to professional services agreements with a maximum compensation exceeding \$10,000.*

- I. The contractor agrees to actively diversify its workforce which includes direct hiring, internships and subcontracting with local M/WBE contractors. The contractor will encourage education, training, mentorship and support of local residents to promote growing the number of women and minorities that the contractor employs.
- II. The contractor shall submit a Workforce Staffing Plan, which, when approved by the Project Director, shall be incorporated into this Agreement as Exhibit D, detailing the percentage of the workforce utilized to perform the work of this agreement who will be either minority or women, including both the Contractor's workforce and that of any subcontractors who will be utilized. The SIP requires that the contractor provide a Workforce Staffing Plan that demonstrates the contractor is effectively increasing the numbers of minorities and women working on this project. Contractor shall submit workforce utilization reports with each invoice or as otherwise requested by the SIP Director.
- III. If applicable, the Contractor shall submit an M/WBE Utilization Plan with respect to any subcontractors or suppliers used to perform the services under this Agreement, which, when approved by the SIP's Director, shall be incorporated into this Agreement as Exhibit E. Contractor shall submit M/WBE utilization and subcontractor/supplier payment certification on the SIP's forms with each invoice or as otherwise requested by the SIP Director.
- IV. Contractor's failure to submit M/WBE and subcontractor/supplier payment certification forms, if required, and the workforce utilization reports shall constitute a default in the performance of this Agreement. Such failure to meet the goals set in the Workforce Staffing Plan or the M/WBE Utilization Plan may result in disqualification from award of future contracts with the Systems Integration Project.
- V. In addition, the contractor will continue and will cause its contractors and subcontractors to take good faith actions to achieve the M/WBE contract participations goals set by the State for that area in which the State-funded project is located, by taking the following steps:

- i. Actively and affirmatively solicit bids for contracts and subcontracts from qualified State certified MBEs or WBEs, including solicitations to M/WBE contractor associations.
- ii. Request a list of State-certified M/WBEs from SIP Project Office and solicit bids from them directly.
- iii. 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/WBEs.
- iv. Where feasible, divide the work into smaller portions to enhanced participations by M/WBEs and encourage the formation of joint venture and other partnerships among M/WBE contractors to enhance their participation.
- v. Document and maintain records of bid solicitation, including those to M/WBEs and the results thereof. The Contractor will also maintain records of actions that its subcontractors have taken toward meeting M/WBE contract participation goals.
- vi. Ensure that progress payments to M/WBEs are made on a timely basis so that undue financial hardship is avoided, and that, if legally permissible, bonding and other credit requirements are waived or appropriate alternatives developed to encourage M/WBE participation.

## EEO

*Part of the Systems Integration Project's commitment to EEO is to take affirmative action to ensure that job seekers are recruited; job applicants are considered for employment opportunities; and employees are treated without regard to their race, color, religion, sex, sexual orientation, gender identity, national origin, or status as a qualified individual with a disability or Vietnam era or other protected veteran.*

(a) This organization will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, age, disability or marital status, will undertake or continue existing programs of affirmative action to ensure that minority group members are afforded equal employment opportunities without discrimination, and shall make and document its conscientious and active efforts to employ and utilize minority group members and women in its work force on state contracts.

(b) This organization shall state in all solicitation or advertisements for employees that in the performance of the State contract all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex disability or marital status.

(c) At the request of the contracting agency, this organization shall request each employment agency, labor union, or authorized representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability or marital status and that such union or representative will affirmatively cooperate in the implementation of this organization's obligations herein.

(d) The Contractor shall comply with the provisions of the Human Rights Law, all other State and Federal statutory and constitutional non-discrimination provisions. The Contractor and subcontractors shall not discriminate against any employee or applicant for employment because of race, creed (religion), color, sex, national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, marital status or domestic violence victim status, and shall also follow the requirements

of the Human Rights Law with regard to non- discrimination on the basis of prior criminal conviction and prior arrest.

(e) This organization will include the provisions of sections (a) through (d) of this agreement in every subcontract in such a manner that the requirements of the subdivisions will be binding upon each subcontractor as to work in connection with the State contract

Agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 2020

By: \_\_\_\_\_

(signature)

Name: \_\_\_\_\_

(print)

Title: \_\_\_\_\_