

**Telecommunications (PBX IV) Equipment and Services Master Contract
- MBE/VSBE Participation Worksheet**

For Functional Area II & III Only

(Manufacturer's Extended Warranty and Maintenance Services, and Time & Material Labor)

SECTION 1 – PORFP REQUESTING AGENCY INFORMATION

PORFP Requesting Agency:		Date: (mm/dd/yyyy)	
Point of Contact:		Telephone:	
TO Manager:		Telephone:	

SECTION 2 – SOLICITATION INFORMATION

PORFP Number: (ADPICS PO Number)	
PORFP Title:	
Brief Description of the PORFP	
TORFP Term	

SECTION 3 - POTENTIAL MBE SUBCONTRACTING OPPORTUNITIES

Services to be Provided Under Functional Areas II and III of the PORFP	Number of Potential MBEs per Service	Estimated Percentage of Functional Area	Estimated Value in Dollars
List services	#	%	\$
1.			
2.			
3.			
ESTIMATED POTENTIAL MBE SUBCONTRACTING AMOUNT			\$
ESTIMATED FAII AND/OR FAIII VALUE			\$

CALCULATED MBE GOAL			%
(Estimated Potential Subcontracting Amount / Estimated PORFP Value)			
SECTION 4 - POTENTIAL VSBE OPPORTUNITIES FOR PORFP			
Services to be Provided Under Functional Areas II and III of the PORFP	Number of Potential VSBEs per Service	Estimated Percentage of Functional Area	Estimated Value in Dollars
List services	#	%	\$
1.			
2.			
ESTIMATED POTENTIAL VSBE SUBCONTRACTING AMOUNT			\$
ESTIMATED FAII AND/OR FAIII VALUE			\$
CALCULATED VSBE GOAL			%
(Estimated Potential Subcontracting Amount / Estimated PORFP Value)			
SECTION 5 – SUMMARY			
RECOMMENDED MBE GOAL AS A PERCENTAGE	%	ESTIMATED MBE AMOUNT IN DOLLARS	\$
RECOMMENDED VSBE GOAL AS A PERCENTAGE	%	ESTIMATED VSBE AMOUNT IN DOLLARS	\$
EXPLANATION OF THE RECOMMENDED MBE/VSBE GOAL:			

MBE/VSBE Participation Worksheet Signature page

Procurement Officer Name & Signature

Date

Agency TO Manager Name & Signature

Date

MBE Liaison or Department Head Name & Signature

Date