

MBE UNAVAILABILITY FORM

_____ PRIME CONTRACTOR	
_____ PROJECT NAME	_____ SOLICITATION NO.
CONTACTED CERTIFIED MINORITY BUSINESS	
_____ MBE FIRM	_____ MDOT MBE NO.
SEEKING TO OBTAIN A BID FOR	
_____ WORK/SERVICES NEEDED	_____ NAICS OR SIC CODES
SAID MBE FIRM, TO THE BEST OF MY KNOWLEDGE AND BELIEF, IS UNAVAILABLE FOR WORK/SERVICES IN RELATION TO THE ABOVE PROJECT, OR IS UNABLE TO PREPARE A BID FOR THE FOLLOWING REASON(S):	
_____ REASON(S)	_____ MBE FIRM NAME
_____ REASON(S)	_____ IF POSSIBLE, SIGNATURE OF MBE FIRM AUTHORIZED REPRESENTATIVE
_____ PRINTED NAME & TITLE	_____
_____ DATE	
I HEREBY CERTIFY THAT THE ABOVE MINORITY BUSINESS ENTERPRISE WAS OFFERED AN OPPORTUNITY TO BID ON THE ABOVE PROJECT BY THE ABOVE PRIME CONTRACTOR. THIS STATEMENT IS A TRUE ACCOUNT OF WHY THE ABOVE MBE FIRM DID NOT SUBMIT A BID ON THE ABOVE PROJECT	
_____ PRIME CONTRACTOR FIRM NAME	
_____ SIGNATURE OF AUTHORIZED REPRESENTATIVE	_____ DATE
_____ PRINTED NAME & TITLE	

If Applicable, Submit this Unavailability Form with any MBE Waiver Request, for Each MBE that is Not Available to Perform, within Ten (10) Working Days of Notification of Apparent Awardee