

Appendix One

Every Available and Reasonable Effort Criteria Questionnaire

This document, when completed, must be included with the proposal. Proposers who fail to submit "Appendix One" may be deemed non-responsive and their proposal may be rejected.

1. List the name of the person you spoke with at Minneapolis Department of Civil Rights, and the date, regarding information on how to contact certified W/MBE's and how to qualify as a certified W/MBE?
Marvin Taylor, 612-673-3012; 10/13/2004

2. List the places where you advertise or post notices concerning subcontracting and employment opportunities for this project. Please attach a copy of the advertisement and/or notice.

3. Name the women and minority contractor organizations, community organizations, recruitment resources, and business assistance agencies that provided you assistance in identifying and recruiting women and minority employees and certified W/MBE firms for this project?

4. List the certified W/MBE firms, with the capability to perform the work, that you provided written notice in order to solicit their participation on the project. Please attach a copy of the written notice. If no contact was made with certified W/MBE firms, please list the reasons below.

5. Provide the facts regarding this **Historic Theatre Group, Ltd. agrees to make every reasonable effort to utilize diverse contractors (W/MBEs) whenever possible in accordance with the established requirements of the City of Minneapolis.** rms

6. Describe how the likelihood **increase**

7. Describe how you provided interested certified W/MBE firms with timely and adequate information about the plans, specifications and requirements of the contract?

8. Did you assist certified W/MBE firms in responding to a solicitation? YES NO. If so, how did you assist?

9. Did you negotiate in good faith with interested certified W/MBE firms? YES NO. If not, why not?

10. Did you reject any certified W/MBE firms as unqualified without sound reasons(s) following a thorough investigation of their capabilities? YES NO. If so, please list those firms and state why you rejected them?

11. Briefly describe other actions not listed above that you took to secure participation of certified W/MBE firms.
