

NJ TRANSIT SBE PROGRAM BID SUBMITTALS

A. NJ TRANSIT SBE Form A - Schedule of SBE Participation

List all SBE firms scheduled to participate in the contract, including scope of work to be performed and the dollar value for first two (2) years if contract is for more than two years. Additionally, the name of the Contractor's SBE liaison officer should be included on this form.

Upon execution of a contract with NJ TRANSIT the prime contractor must enter into a formal agreement with the SBE(s) listed on Form A. There can be no substitutions of any SBEs listed on Form A without prior written approval of the OBD

B. NJ TRANSIT SBE Form A1 - Contractor Participation and Bidder/Proposer Solicitation List

List all SBE firms participating on the contract as indicated on Form A, and all SBE firms that have bid/quote or submitted proposals to participate, but declined or failed to reach an agreement.

C. NJ TRANSIT SBE Form A2 – Non-SBE Subcontractor Utilization

List all Non-SBE subcontractors, including suppliers, participating on the contract.

D. NJ TRANSIT SBE Form B- Intent to Perform as a Subcontractor

For each SBE owned firm to be utilized and listed on the Form A, include a completed and signed Form B.

E. NJ TRANSIT SBE Form C- Affidavit of SBE Certification/Approval: Each SBE firm to be utilized and listed on Form A must sign Form C attesting to its validity as an SBE.

F. NJ TRANSIT SBE Form D - SBE Firms Unavailability Certification: (If Applicable)

For all SBE firms invited to quote, but declined to do so, a Form D that is completed and signed by both the contractor and the SBE firm must be submitted. In the event that the SBE firm failed to sign the form for any reason, submit the unsigned form, which will be subject to verification. *This form will assist prime contractors in demonstrating their good faith efforts.*