



**Office of General Services**

**Office of Minority and Women-Owned Business Enterprises**

**Commodities and Services**

Submit Completed Plan To:  
Office of Minority and Women-Owned Business Enterprises  
29th Floor, Corning Tower  
The Governor Nelson A. Rockefeller Empire State Plaza  
Albany, New York 12242  
Phone: 518-486-9294 Fax: 518-486-9285

**MWBE UTILIZATION PLAN**

Initial Plan

Revised plan

Contract/Solicitation # RFP 1860

**INSTRUCTIONS:** This Utilization Plan must contain a detailed description of the supplies and/or services to be provided by each NYS Certified Minority and Women-owned Business Enterprises (MWBE) under the contract. By submission of this Plan, the Bidder/Contractor commits to good faith efforts in the utilization of MWBE subcontractors and suppliers as required by the MBE/WBE goals contained in the Solicitation/Contract. Making false representations or including information evidencing a lack of good faith as part of, or in conjunction with, the submission of a Utilization Plan is prohibited by law and may result in penalties including, but not limited to, termination of a contract for cause, loss of eligibility to submit future bids, and/or withholding of payments. Firms that do not perform commercially useful functions may not be counted toward MWBE utilization. Attach additional sheets if necessary.

<b>BIDDER/CONTRACTOR INFORMATION</b>		<b>MWBE Goals In Contract</b>	
Bidder/Contractor Name: <i>O'Donnell Custom finishes</i>	NYS Vendor ID:	MBE	15%
Bidder/Contractor Address (Street, City, State and Zip Code): <i>PO box 44 Leeds, NY 12451</i>		WBE	15%
Bidder/Contractor Telephone Number: <i>(518)943-4878</i>	Contract Work Location/Region: <i>Albany</i>		
Contract Description/Title: <i>RFP 1860 Bronze restoration and maintenance</i>			

<b>CONTRACTOR INFORMATION</b>			
Prepared by (Signature): <i>Neil Murphy</i>	Name and Title of Preparer: <i>Neil Murphy Project Manager</i>	Telephone Number: <i>(518)943-4878</i>	Date: <i>3/29/2016</i>
Email Address: <i>neil@odonnellmetal.com</i>			

**IF UNABLE TO MEET THE MBE AND WBE GOALS SET FORTH IN THE SOLICITATION/CONTRACT BIDDER/CONTRACTOR MUST SUBMIT A REQUEST FOR WAIVER (FORM BDC 333)**

MWBE Subcontractor/Supplier Name: <i>Keicher Metal Arts</i>	MWBE Certification: <input type="checkbox"/> MBE <input checked="" type="checkbox"/> WBE (If firm is dual certified please select one only)		
Please identify the person you contacted: <i>Margaret Keicher</i>	Federal Identification No.:	Telephone No.:	
<i>93 Route 84 Cairo, NY 12413</i>	<i>26-0221887</i>	<i>(518) 622-8671</i>	
Address: <i>93 Route 84 Cairo, NY 12413</i>			
Email Address: <i>pkeicher@keichermetalarts.com</i>			
Detailed Description of work to be provided by subcontractor/supplier: <i>Maintenance of bronze at various locations</i>			
Dollar Value of subcontracts/supplies/services (When \$ value cannot be determined put estimated % of work under the contract or value TBD based on contractual spending): <i>\$180,000</i> or _____%			

MWBE Subcontractor/Supplier Name: <i>FM Office express</i>	MWBE Certification: <input checked="" type="checkbox"/> MBE <input type="checkbox"/> WBE (If firm is dual certified please select one only)		
Please identify the person you contacted: <i>James Burton</i>	Federal Identification No.:	Telephone No.:	
<i>106 Despatch Road East Rochester, NY 14445</i>	<i>16-1478699</i>	<i>(518)225-2840</i>	
Address: <i>106 Despatch Road East Rochester, NY 14445</i>			
Email Address: <i>jburton@fmop.com</i>			
Detailed Description of work to be provided by subcontractor/supplier: <i>Job related supplies and materials</i>			
Dollar Value of subcontracts/supplies/services (When \$ value cannot be determined put estimated % of work under the contract or value TBD based on contractual spending): <i>\$120,000</i> or _____%			

<b>FOR OGS MWBE USE ONLY</b>				
OGS MWBE Authorized Signature: <i>Annola Surgick</i>	<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Accepted as Noted	<input type="checkbox"/> Notice of Deficiency	
NAME (Please Print): <i>Annola Surgick</i>	MBE %/\$ <i>20,000</i>	WBE %/\$ <i>80,000</i>	Date Received: <i>3/29/16</i>	Date Processed: <i>3/29/16</i>
Comments:				