



**Office of  
General Services**

**Office of Minority and Women-Owned  
Businesses & Community Relations**

LOT 1

**Commodities and Services**

Submit Completed Plan To:

Office of Minority and Women-Owned  
Businesses & Community Relations  
29th Floor, Corning Tower

The Governor Nelson A. Rockefeller Empire State Plaza  
Albany, New York 12242

Phone: 518-486-9284

Fax: 518-486-9285

**MWBE UTILIZATION PLAN**

Initial Plan     Revised plan    Contract/Solicitation #22802

**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 Enterprise (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.

BIDDER/CONTRACTOR INFORMATION		MWBE Goals In Contract	
Bidder/Contractor Name: <i>Versaterm Inc.</i>	NYS Vendor ID: <i>1100142426</i>	MBE	<i>10%</i>
Bidder/Contractor Address (Street, City, State and Zip Code): <i>2300 Carling Avenue, Ottawa, Ontario, Canada, K2B 7G1</i>		WBE	<i>10%</i>
Bidder/Contractor Telephone Number: <i>613-820-0311</i>		Contract Work Location/Region: <i>Capital region</i>	
Contract Description/Title: <i>Group 73600 Information Technology Umbrella Contract - Manufacturer based</i>			

CONTRACTOR INFORMATION			
Prepared by (Signature): <i>T Rosales</i>	Name and Title of Preparer: <i>Terri Rosales</i>	Telephone Number: <i>613-820-0311</i>	Date: <i>2016-01-11</i>
Email Address: <i>terri.rosales@versaterm.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>RV Global Solutions Inc</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>Rahul Gangu</i>	Federal Identification No.: <i>20 3014966</i>	Telephone No.: <i>732-802-0009</i>	
Address: <i>826 Primrose Ct., Belle Mead, NJ 08502</i>	Email Address: <i>rgangu@rvglobalsolutions.com</i>		
Detailed Description of work to be provided by subcontractor/supplier: <i>Information Technology Services</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): \$ _____ or <i>TBD</i> %			

MWBE Subcontractor/Supplier Name: <i>Capital Alliance Solutions Inc.</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>Michelle Mesi</i>	Federal Identification No.: <i>45 5541292</i>	Telephone No.: <i>716-242-7543, 716-553-3025</i>	
Address: <i>1800 Elmwood Avenue, Buffalo, NY, 14207</i>	Email Address: <i>michelle@capitalalliance solutionsinc.com</i>		
Detailed Description of work to be provided by subcontractor/supplier: <i>bulk printing</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): \$ _____ or <i>TBD</i> %			

FOR OGS MWBE USE ONLY			
OGS MWBE Authorized Signature: <i>Anuola Surgick</i>	<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Accepted as Noted	<input type="checkbox"/> Notice of Deficiency
NAME (Please Print): <i>Anuola Surgick</i>	MBE %/\$ <i>10%</i>	WBE %/\$ <i>10%</i>	Date: <i>1/14/16</i>
Comments: <i>Received 1/14/16</i>			
NYS CERTIFIED MWBE SUBCONTRACTOR/SUPPLIER INFORMATION: The directory of New York State Certified MWBEs can be viewed at: <a href="https://ny.newnycontracts.com/FrontEnd/VendorSearchPublic.asp?TN=ny&amp;XID=2528">https://ny.newnycontracts.com/FrontEnd/VendorSearchPublic.asp?TN=ny&amp;XID=2528</a>			
<b>Note: All listed Subcontractors/Suppliers will be contacted and verified by OGS.</b>			