

Good Faith Effort (GFE) Evaluation Criteria for Construction Contracts

A bidder whose bid fails to meet the SBE or VSBE participation goal shall be found responsive if an acceptable Good Faith Effort (GFE) is demonstrated. There are 9 criteria varying in value from 5-15 points that will be used to evaluate a Bidder's GFE. The Bidder must achieve a score of 70 out of a possible 100 points in order for the SBE Administrator to determine that the Bidder has made an acceptable GFE.

1. **Attend Pre-Bid Meeting (5 points):** In lieu of in-person attendance at a pre-bid meeting, the Bidder shall attend a virtual pre-bid meeting by downloading all available documents from PlanetBids to earn these points.
2. **Subdivide the Work (10 points):** The Bidder defined the portion of work to be subcontracted that is equal to or greater than the established SBE/VSBE goal based on its bid value. The Bidder has identified the services (work category) intended to be performed by its own workforces and those services identified to be subcontracted/supplied. It shall be identified in any combination of NAICS and/or NIGP codes with dollar values of each item also identified and totaling an amount that equals or exceeds the established SBE/VSBE goal. Evidence demonstrating the effort exerted by the Bidder is provided.
3. **Advertise (10 points):** The Bidder submitted written evidence of commercial advertising for SBE/VSBE contractors at least fourteen (14) calendar days prior to the bid deadline. The advertisement shall identify the project and list the services identified as potential SBE/VSBE work in Criteria 2. Proof of advertising shall include the name of the advertiser(s); a copy of the advertisement(s) showing the date(s) published; and an affidavit from advertiser(s) attesting to the placement of the advertisement(s).
4. **Use of the Port's and State's vendor Databases (15 points):** The Bidder submitted written evidence of using the Port's, <http://www.planetbids.com/portal/portal.cfm?CompanyID=19236#>, and/or the State of California Department of General Services' (DGS), <https://caleprocure.ca.gov/pages/PublicSearch/supplier-search.aspx>, respective online vendor databases.
5. **Directly Solicit Small Businesses (15 points):** The Bidder submitted written evidence of directly soliciting an adequate number of SBE/VSBE contractors and material suppliers certified in the Port's and/or the DGS vendor database(s) at least fourteen (14) calendar days prior to the bid opening. The evidence shall contain names of the contact person(s), addresses, phone numbers, dates of all SBE/VSBE firms contacted, requirements of the contract, and how to obtain plans and specifications.

An adequate number of SBE/VSBE contractors and material suppliers to contact in each work category, as explained in Criteria 2, depend on the total number of contractors certified in the database within that category.

- If the database contains 5 or less contractors, then the Bidder shall contact all of them;
 - If the database contains 6-10 contractors, the Bidder shall contact at least 5;
 - If the database contains 11-50 contractors, the Bidder shall contact at least 50%; or
 - If the database contains 51 or more contractors, the Bidder shall contact at least 25.
6. **Conduct Follow-Up (15 points):** The Bidder submitted written evidence of specific activities (oral and written) used to follow up initial solicitations in preparing the bid. Bidder will submit a contact log with names, contact persons, phone numbers, dates and methods used for follow up. The follow up log should contain a minimum of 75% of the initial solicitations.
 7. **Offer Assistance (5 points):** The Bidder demonstrated that he/she has offered to assist SBEs/VSBEs in obtaining bonding, insurance, lines of credit, equipment or other means of support.
 8. **Negotiate and Document Bid Results (15 points):** The Bidder submitted written evidence of negotiating in good faith with interested SBEs/VSBEs. Negotiations include discussions regarding scope of work, materials, equipment, insurance, bonding, personnel, timing of project, etc. For any negotiations that were unsuccessful, the Bidder submitted the unsuccessful Bidder's company name, telephone number, contact person, price bid (if applicable) and the reason for rejecting the bid. The Port reserves the right to require the Bidder to submit copies of all SBE and non-SBE bids for each item of work before finalizing the score for this criterion.
 9. **Bidder Commitment Value (10 points):** The Bidder's SBE/VSBE Commitment percentage must be equal to or exceed the average SBE/VSBE Commitment percentage of the other two low Bidders.