



Facilities Services HUB Pre-Bid Review

- UNC Chapel Hill abides by G.S. 143-128.2 which has a verifiable 10% goal for participation by minority or socially and economically disadvantaged businesses in the total value of work for each State building project.
- Minority is defined as a citizen or lawful permanent resident of U.S. who is: Black, Hispanic, Asian American, American Indian or Female. Socially and economically disadvantaged person is defined by 15 U.S.C 637.
- To be considered toward the statutory goal of 10%, minority businesses must be **certified with the State HUB Office**.
 - To verify certification prior to submitting a bid package, please go to <https://www.ips.state.nc.us/vendor/searchvendor.aspx?t=h>
 - If not currently certified, it is recommended that minority businesses become certified with the State HUB Office by going to <https://ncadmin.nc.gov/businesses/hub/hub-certification>
- Designers, Contractors and Subcontractors are reminded to carefully read the State Minority Guidelines and forms that are in the specifications. Each has responsibilities outlined within.
- **Submit with your bid:**
 - For **ALL** Construction Contracts
 - **Identification of HUB Certified/Minority Business Participation Form**. If this form is not submitted with the bid package than the bid shall be deemed **non-responsive**.
 - **Either:**
 - State of NC **Affidavit A – Listing of Good Faith Efforts (must total 50 points for bid to be considered responsive)**
 - or-
 - State of NC **Affidavit B – Intent to Perform Contract with Own Workforce**
 - ***If the Identification of HUB Businesses Form and Affidavit A or Affidavit B are not submitted with the bid, then the bid shall be deemed non-responsive. ***
- **After the bid, upon being named the apparent lowest responsible, responsive bidder, provide one of the following:**
 - State of NC **Affidavit C – Portion of the Work to be Performed by HUB Certified/Minority Businesses** provide within 72 hours [business days] if the work to be executed by HUB firms is **equal to or greater than 10%** of bidder's **total contract price**.
 - or-
 - State of NC **Affidavit D – Good Faith Efforts** provide if work to be executed by HUB firms is **less than 10%** of bidder's **total contract price**. **All evidentiary documents to prove Good Faith Efforts as outlined in paragraphs A-I on the form must also be provided.**
- During Construction, contractor will submit with each pay application UNC Chapel Hill **Appendix E**.
- Any specific questions regarding HUB guidelines or forms, please contact Tanya Vogel at tjvogel@fac.unc.edu, 919-843-1424.