



URA Minority and Women Business Enterprise Plan Outline Requirements

Effective January 1, 2018

The Urban Redevelopment Authority of Pittsburgh (the “URA”) is committed to diversity and inclusion within all of its programs and activities. Proposal packages submitted to the URA must include a Preliminary Minority and Women Business Enterprise Outline detailing how the submitter plans to meet the URA’s expressed minority- and women-owned business enterprise (MWBE) participation goals for the project in the event the submitter is awarded the contract (the “Plan Outline”). The URA requires that all respondents demonstrate and document a good faith effort to obtain MWBE participation in work performed in connection with URA. The URA encourages the full participation of minority and women business owners and consultants on URA affiliated projects and initiatives.

The Plan Outline should be written on company letterhead and must include the following:

- A one- or two-page narrative summary detailing how the respondent plans to meet the 18 percent MBE goal and 7 percent WBE goal through the incorporation of MWBE firms on the project
- Potential scope areas where work can be subcontracted along with any outreach efforts to ensure that MWBEs are aware of the opportunity
- A list of any MWBE firms that will be included as a part of the team or invited to bid on work
- An expressed commitment to demonstrating good faith effort to meet the URA’s MWBE goals
- An expressed commitment to remaining in communication with the URA’s MWBE Program Officer to develop a finalized MWBE plan should the project be awarded

Respondents will be asked to develop a final MWBE Plan upon the awarding of a URA contract. The URA requires that respondents demonstrate a good faith effort to obtain MWBE participation in work performed in connection with URA contracts. The URA acknowledges the City of Pittsburgh’s goal of 18 percent minority and 7 percent women participation in planning and/or professional service activities.

Any questions about MWBE requirements should be directed to Diamonte Walker, MWBE Program Officer, at (412) 255-6610 or dwalker@ura.org.