

Bobbitt Design Build EEO Statement

It is the policy of this Company to afford equal opportunity for employment to all individuals regardless of race, color, religion, sex, age, national origin, physical or mental disability, or veteran status. Therefore, the Company will take action to insure that it will:

- a. Recruit, hire and promote without regard to race, color, religion, sex, age, national origin, physical or mental disability, or veteran status.
- b. Insure that all other personnel concerns such as compensation, benefits, training, layoff or return from layoff, will be administered without regard to race, color, religion, sex, age, national origin, physical or mental disability, or veteran status .

As a matter of our basic philosophy, the Company further believes that it is the fundamental right of all individuals to work in an environment free from all forms of discrimination including sexual harassment.

Bobbitt is committed to providing a professional work environment free of physical, psychological or verbal harassment. Harassment will not be tolerated.

Bobbitt Design Build EBOP Plan

Bobbitt Design Build understands the importance of having an EBOP plan and fully intends to implement this plan when building Station #17. It's our desire to exceed the expected SDBE goals of 15% MSDBE and 5% WSDBE.

City of Durham SDBE Database

Bobbitt is 100% committed to using the Durham SDBE database as well as other SDBE databases including our own subcontractor database. We used the database to contact many of the minority and women owned subcontractors selected for design. Some of the minority and women owned companies on the Durham SDBE database have already been selected to work on previous Bobbitt projects, such as the recent renovation of 727 Mangum St. (See appendix for minority and women owned companies selected for the 727 Mangum renovation, and also a list of all solicited minority and women owned companies). It's our intention to utilize the database to its fullest and offer up the chance for everyone on that database to submit a quote.

Written Notice to Database

Bobbitt will provide written notice to all subcontractors on the Durham SDBE database, as well as written notice to any other disadvantaged business community organizations. We will contact minority and women owned business that reasonably could be expected to submit a quote. We will also try and call and email them too. It's our intention to get in contact with as many women and minority owned businesses as possible in order to give them a chance to submit a quote.

Feasible Portions of Work

All construction work and trades are open to minority and women owned businesses to perform. In our bid solicitation and evaluation we will break up divisions of work into smaller portions to facilitate minority and women owned business participation. Bobbitt does not self-perform any construction work and is not set on using any single subcontractor. It's our policy to get multiple quotes for each trade, which includes getting women and minority quotes. We can review each quote with the City of Durham and decide together which subcontractor is best suited for the job based on cost, availability, safety record, financial stability and SDBE and WSDBE participation. It's our intention to team with the City of Durham to build station # 17 according to your standards. We can use whatever subcontractor The City of Durham chooses is best for the project.

One of the major advantages of design build is the ability of the design build team to review all subcontractor quotes and decide the best fit for the project. The lowest quote may not always be the best quote, and there are many other factors that need to be evaluated. For example, the availability of a subcontractor to work on the job may be something we need to consider in order to keep to our schedule.

Consideration of ALL Proposals

Bobbitt will take consideration of all proposals submitted by minority and women owned companies. Again, these proposals can be reviewed with the City Of Durham to decide who should be awarded the contract. It's our intent to include the city in any decisions made so we can achieve all goals for this project.

Assistance Provided

Bobbitt will make ourselves available to all minority and women owned companies to provide assistance reviewing applicable plans, specifications and descriptions of items. In fact, we will even hold a specified meeting to go over everything about the project with the minority and women owned subcontractors, which can be advertised in the initial solicitation of those subcontractors. It's our intention to make sure all subcontractors have access to our Bobbitt team to ask questions so they understand everything about the project.

Advertisement

Bobbitt will advertise in all general circulation, trade associations and minority/women focus media. We will work with The City of Durham EO/EA department to find out which publications they suggest advertising in, as well as all the publications we are already aware of. For example, Bobbitt will certainly advertise in the Durham News and Observer, The Herald Sun, Triangle Tribunes and Carolina Times.

Timeliness of Advertisements

Bobbitt will contact the various media for their ad due dates for distribution. When we are close to having bid packages read, we will advertise in the media when bid packages will be available and when bids will be due.

Written Notice of Participation

During design development, Bobbitt will provide written notice to all minority and women owned subcontractors on Durham's and our database of the upcoming project. We will also reach out to a reasonable number of other minority and women owned subcontractors and let them know about this project. Since we have many relationships with multiple minority and women owned companies, we will be able to go beyond the city database and reach other companies.

Follow Up

Bobbitt will follow up with all minority and women owned companies to determine with certainty their interest in participation in this project. Once written notice has been sent out, we will follow up within a few days to make sure they received our solicitation and see if they have any questions, and are interested in the project. We will also make them aware of the meeting we will set up to review applicable plans, specifications and the descriptions of items on this project.

Use of Available Resources

Bobbitt will make use of all available minority/women small disadvantaged business community organizations, contractor groups; local, state and federal business assistance offices; and any other organizations that provide assistance in recruitment and placement of SDBE's.

Voluntary Efforts by Bobbitt

It's our intention to increase the number of minorities and women at the higher skill responsibility levels within our company. Bobbitt is an equal opportunity employer and is dedicated to giving all minorities and women a chance to obtain a position of higher skill responsibility level within our organization.

When openings occur, we will advertise in the minority and women's focused media stating the job description and requirements.

Bobbitt has provided cross training to increase current employees' levels of responsibility.