

BEP Goal Waiver Request Form

Chief Procurement Officer (CPO): John Donato

Section 1: General Information

University

Project Title: _____ Bulletin Reference Number: _____

University Name: _____ University Point of Contact (POC): _____

Univ. POC Email: _____ University POC Phone Number: _____

Vendor

Vendor Name: _____ Vendor Point of Contact (POC): _____

Vendor City: _____ Vendor State: _____

Section 2: Waiver Information

- Initial Award (Complete "Initial Award" Subsection 2.1 below and then skip to Section 3)
- Renewal* (Skip "Initial Award" Subsection 2.1 below, and proceed to "Renewal" Subsection 2.2)

* No vendor shall be eligible for renewal of a contract when that vendor has failed to meet the goals agreed to in the vendor's utilization plan unless the public institution of higher education has determined that the vendor made good faith efforts toward meeting the contract goals and has issued a waiver or that vendor is otherwise excused from compliance by the chief procurement officer in consultation with the public institution of higher education. The form and content of the waiver shall be prescribed by each chief procurement officer who shall maintain on his or her official website a database of waivers granted under this Section with respect to contracts under his or her jurisdiction (30 ILCS 500/20-60(f)).

Subsection 2.1: Initial Award (complete only if "Initial Award" is selected in Section 2 above - otherwise, skip to Subsection 2.2)

Initial Term Start Date: _____ Initial Term End Date: _____

Initial Term Amount: _____ BEP Goal % on Original Solicitation: _____

BEP Goal % on Initial Award: _____ \$ Amount of BEP Goal on Initial Award: _____

Brief description of goods/services to be provided. Attach additional documentation if necessary.

Provide a justification for waiver of the BEP goal. Attach additional documentation if necessary.

Vendor requests a BEP waiver, in its entirety, to the aspirational goal identified in this solicitation, but has made a Good Faith Effort towards meeting the goal. Vendor's Utilization Plan is being included as supporting documentation.

Vendor cannot fully meet the established BEP goal for this solicitation, but has made a Good Faith Effort toward meeting the goal and requested a waiver or reduction of the goal to _____ % based on the completed Good Faith Effort. Vendor's completed Utilization Plan is being included as supporting documentation.

Section 2.2: Renewal (Complete only if "Renewal" is selected in Section 2 above - otherwise, skip to Section 3)

Provide the following information for the initial term for this procurement as well as the information for the renewal for which this BEP Waiver is being requested:

Initial

Initial Term Start Date: _____ Initial Term End Date: _____

Initial Term Amount: _____ BEP Goal % on Original Solicitation: _____

BEP Goal % on Initial Award: _____ \$ Amount of BEP Goal on Initial Award: _____

Renewal

Renewal # _____ of _____ Renewal Term Start Date: _____ Renewal Term End Date: _____

Prior BEP Waivers Granted for this Procurement? Yes No

If this waiver is granted, the revised BEP Goal will be: _____ Total Renewal Amount: _____

Provide a justification for waiver of the BEP goal. Attach additional documentation if necessary.

Provide a brief description of the goods/services to be provided. Attach additional documentation if necessary.

Vendor has not met its BEP goal commitment, in its entirety, but has made a Good Faith Effort towards meeting the goal and has requested a waiver.

Vendor has not fully met its BEP goal commitment, but has made a Good Faith Effort towards meeting the goal and has waiver or reduction of the goal to _____ % based on its Good Faith Effort.

Section 3: Approval**University**

I attest that I have reviewed the contents of this BEP Waiver Form and know and understand its contents. I further attest that the statements contained in this Form are true and correct.

University President or Director of Purchasing (or equivalent position) Signature

University President or Director of Purchasing (or equivalent position) Printed Name

Date

Chief Procurement Officer (*Applies ONLY when "Renewal" is selected in Section 2 above*)

I concur.

I do not concur.

Comments:

Chief Procurement Officer Signature

Chief Procurement Officer Printed Name

Date Field