

SUMMARY OF BID DISCOUNTS		
Bid Discount Activity	Annual Bid Discount Request	Bid Application Required w/Documentation
Local Workforce	Submit to Office of Equity and Engagement fifteen (15) calendar days prior to bid opening with required documentation.	Attach EEO 201 and employment verification
Subcontractor Participation	Submit to Engineering Dept. with bid documents	Complete subcontractor Affidavit
Growth Market Subcontractor Participation	Submit to Engineering Dept. with bid documents	Complete subcontractor Affidavit
Joint Venture	Submit to Engineering Dept. with bid documents	Must be pre-qualified with the Engineering Dept. as a Joint Venture prior to bid opening
Mentor Protégé	Submit to Office of Equity and Engagement fifteen (15) calendar days prior to bid opening with required documentation.	Copy of Mentor Protégé Agreement (See EBO Construction Policy and Guidelines)
Private Sector Utilization	Submit to Office of Equity and Engagement fifteen (15) calendar days prior to bid opening with required documentation	Certified MLBE firm names, project names, owner contact information, actual payment disbursement amount and dates, and the total company revenue for calendar year.
Veteran Owned Small Business (VOSB)	Submit to Office of Equity and Engagement fifteen (15) calendar days prior to bid opening with required documentation.	Attach evidence of registration with the Central Contractors Registry (CCR) as a veteran and small business.
Employee- Owned Business (EOB)	Submit to Office of Equity and Engagement fifteen (15) calendar days prior to bid opening with required documentation.	Attach evidence of certification with approved third-party organization as an employee-owned business. (See EBO Construction Policy and Guidelines)
Construction Workforce Development	Submit to Office of Equity and Engagement fifteen (15) calendar days prior to bid opening with required documentation	Employee work verification and program verification
Registered Apprenticeship	Submit to Office of Equity and Engagement fifteen (15) calendar days prior to bid opening with required documentation	Copy of Apprentice Certification from State of Michigan Department of Labor or Industry Recognized credential.
Family Friendly Policies	Submit to Equal Opportunity Dept. fifteen (15) calendar days prior to bid opening with required documentation	Attach evidence of official recognition of a practice or policy by a federal, state, or local organization
School-To-Registered Apprenticeship Program	Submit to Office of Equity and Engagement. fifteen (15) calendar days prior to bid opening with required documentation	Attach evidence of participation with (a) student who lives in the City of Grand Rapids, and (b) attends a Grand Rapids high school or Grand Rapids Public School's GED Testing program for the entire period of training and (c) student earn(s) a Certificate of Completion from KISD.
Other innovative program or practice (Engaged and Connected Community)	Submit to Office of Equity and Engagement fifteen (15) calendar days prior to bid opening with required documentation	Complete form and attach documentation of other innovative programs or practice to be reviewed by the Office of Equity and Engagement Staff.
Adopt-A-Stream Program	Submit to Office of Equity and Engagement fifteen (15) calendar days prior to bid opening with required documentation	Attach proof of active annual participation with West Michigan Environmental Action Council
Urban and Community Forestry	Submit to Office of Equity and Engagement fifteen (15) calendar days prior to bid opening with required documentation	Attach proof of active annual participation with Friends of Grand Rapids Parks.
Other innovative program or practice (Clean Environment)	Submit to Office of Equity and Engagement fifteen (15) calendar days prior to bid opening with required documentation	Complete form and attach documentation of other innovative programs or practice to be reviewed by the Office of Equity and Engagement and Office of Sustainability Staff.