

MWESB SUBCONTRACTOR CHANGE REQUEST FORM

BID NUMBER: CONTRACT TITLE: REQUESTED BY (FIRM NAME):			CONTRACT NUMBER:			
		CONTRACT NTE \$ AMOUNT:				
			REPRESENTATIVE NAME:			
1.	What change is requested and the reason for the change? Addition Deletion Replacement					
2.	What changes are associated with this request?					
	Name of Firm	Subcontract \$ Amo Prime Amount		to Date	Certification Type MBE/WBE/ESB	
3.	What type of outreach was p the change, showing that any					
4.	What is the current MWESB participation for the subcontracting? How would this change affect subcontracting participation? Complete below. SAMPLE: Current MWESB participation is 30% or \$75,000 of the subcontract total (subcontract total =\$250,000) Proposed MWESB participation is 34% or \$85,000 of the subcontract total (subcontract total =\$250,000)					
	Current MWESB participation is% or \$ of the subcontract total.					
	Proposed MWESB participation would be% or \$of the subcontract total.					
5.	What is the current MWESB participation for the contract? How would this change affect participation with the entire contract? Complete below. SAMPLE: Current MWESB participation is 9% or \$76,500 of the contract total (contract total =\$850,000) Proposed MWESB participation is 10% or \$85,000 of the contract total (contract total =\$850,000)					
	Current MWESB participation is% or \$ of the contract total.					
	Proposed MWESB participati	on would be%	or \$of the	contract tot	al.	
	Representative Signature		-	 Da	te	
	(Below for City of Portland Procure	ement Services Use Only)				
	Chief Procurement Officer Signature	gnature	Approved Denied	 Da	te	