

## CapCon MWESB Subcontractor Report

REPORT BEING SUBMITTED		Individual Contractor/Sub-Contractor/Supplier Data Entry Matrix								
		Name of MWESB General/ Subcontractor/ Supplier	State of Oregon MWESB Certification Number	Self- Identified or Other Certified	Initial Sub- Contract Value	Sub-Contract value billed within the fiscal year (July 1-June 30)	Final Sub- Contract Value	Minority- Owned	Women- Owned	Emergin Small Busines
OVERALL PROJECT DATA										
Reporting Period Campus General Contractor's Name Contract Number Project Name Contract Execution Date (Date Contract was Signed by the Owner) Date of Final Payment Application Initial Total Contract Value Total Contract Value billed within the fiscal year (July 1 - June 30) Final Total Contract Value Total Contract Value Total Number of Subcontractors/Suppliers Used on Project Total Number of First-Tier Subcontractors/Suppliers Used on Project Number of First-Tier MWESB Subcontractors/Suppliers <b>CALCULATED REPORTING DATA (Self Calculating - No Dat</b> Number of MWESB Subcontractors/Suppliers % MWESB Subcontractors/Suppliers	2011									
CERTIFIED MWESB TOTALS										
Value Awarded to MWESB Contractors/Suppliers % Value Awarded to MWESB Contractors/Suppliers	\$0.00									
Value - minority-owned MWESB subcontractors/suppliers % - minority-owned MWESB subcontractors/suppliers	\$0.00									
Value - women-owned MWESB subcontractors/suppliers % - women-owned MWESB subcontractors/suppliers	\$0.00									
Value - emerging small business MWESB subcontractors/suppliers % - emerging small business MWESB subcontractors/suppliers	\$0.00									
SELF-IDENTIFIED or OTHER CERTIFIED MWESB TOTALS										
Value - self-identified or other certified subcontractors/suppliers % - self-identified or other certified subcontractors/suppliers	\$0.00									
OVERALL PROJECT CONTRACT HISTORY										
% Value Awarded to MWESB Contractors/suppliers at Initial Contract % Value Awarded to MWESB Contractors/suppliers at Final Contract	#DIV/0! #DIV/0!									
FOR OFFICIAL USE ONLY:										
Date Received by the Campus Initials of Campus staff who checked the document										

As indicated in the General Conditions of your contract(s) Section E.2.9, OSU requires that we gather MWESB (Minority, Women's Emerging Small Business) Contractor/Subcontractor information. This is an Oregon State University requirement and the information will be gathered annually and at time of final payment.

- You must do this step first or the report will not let you add any information: In Row 1 Column B there is a drop down menu. You must select yearend (if the job has not been completed) or final (if the job is completed and you have submitted for retention). Once you choose yearend or final in the drop down menu there will be areas highlighted in light green and red. Those are the areas that you are required to fill out. If you did not use or planning to use any MWESB then the left side of the report (Light Green area) still needs to be filled out and the red area needs to remain blank.
- If your agency is an MWESB or if you are using/used an MWESB subcontractor then you need to fill out the information in the report that is highlighted in light green and red (see instructions in the next bullet). If you are not an MWESB or used a Subcontractor that is an MWESB then you need to fill out the left side of the form (Light Green areas) and leave the red area blank.
- In row 2 Column B there is another drop down menu, click the drop down menu and choose Fiscal Year 2015.
- In Row 4 Column B there is another drop down menu, click there and choose OSU.