



## Department of Housing and Community Development

*"Equal Housing Opportunity"*

City of  
**WESTLAND**  
An All AMERICAN City

### **Outreach to Minority and Women Owned Businesses (MBE/WBE)**

The City of Westland strongly encourages the ideals of equal opportunity. Minority and women-owned business enterprise (W/MBE) are encouraged to participate in programs administered by the City of Westland. This is sound business practice and benefits the City of Westland and the businesses we serve.

The City of Westland has a continued commitment to the success of minority and women-owned businesses. A Minority or Women-Owned Business (M/WBE) is a business that has the following attributes:

- At least 51% owned and controlled by the minority members and/or women;
- The minority and/or women ownership interest is real, substantial and continuing;
- The minority and/or women ownership has and exercises the authority to independently control the day-to-day business decisions;
- Independently owned, operated and authorized to do business in the City of Westland and the State of Michigan;
- Businesses eligible to participate must be owned and operated by minority group members and/or women who are citizens of the United States or permanent resident aliens. Generally they must be in operation for at least one year.

The City of Westland encourages the use of minority and women's business enterprises in connection with CDBG and HOME funded activities. At a minimum, the City undertakes the following steps:

- Maintain and expand its inventory of Minority Business Enterprises (MBE's) and Women Business Enterprises (WBE's);
- Provide copies of the City's MBE/WBE directory as requested;
- Promote affirmative procurement policies in promotional material and media announcements about the CDBG and HOME programs;
- Provide information to potential MBE's and WBE's on contract opportunities;
- Develop solicitation and procurement procedures that facilitate involvement by MBE's/WBE's;
- Assure that information is provided to MBE's and WBE's on business opportunities at informational meetings.
- Monitor the implementation of plans for outreach to MBE's and WBE's by contractors, sub-contractors, sub-recipients and grantees.

These plans will at a minimum:

- Include qualified MBE's and WBE's on bid solicitation lists and assure that MBE's and WBE's are solicited whenever they are potential sources of materials or services;
- Use the services of the City of Westland, Michigan Department of Civil Rights and Michigan State Housing Development Authority to identify MBE's and WBE's;

For more information, please provide your company's contact information to the City of Westland Community Development Department, 32150 Dorsey Road, Westland, MI 48186, or call 734.793.9390.