

## AR 6610.2

### INSTRUCTIONS FOR LOCAL HIRES AND LOCAL BUSINESS PARTICIPATION STATEMENT

#### I. GENERAL INFORMATION:

- A. The percentage for Local Hire participation shall be calculated by taking the ratio of the total number of workers performing work on the Project that are Local Hires as defined above, compared against the total number of all workers performing work on the Project.

(total number of Local Hires)  
\_\_\_\_\_ x 100 = percentage of Local Hire participation  
(total number of workers on the Project)

- B. The percentage for Local Business participation shall be calculated by taking the ratio of the total number of businesses providing any labor, materials or services for the Project authorized by the Contractor or its subcontractors that are Local Businesses as defined above, compared against the total number of all businesses providing any labor, materials or services for the Project authorized by the Contractor or its subcontractors.

(total number of Local Businesses)  
\_\_\_\_\_ x 100 = percentage of Local Business participation  
(total number of businesses on the Project)

#### II. CHOOSING AN OPTION:

- A. Are you a Local Business as defined above on page one and do you intend to perform 95% of the work on the Project with your own employees?  Yes  No

If “Yes”, check Option 1 and sign and submit the Local Hires and Local Business Participation Statement Options Form with your bid.

If “No”, proceed to Section II.B below.

- B. Based on the General Information in Section I.A above, will you be able to meet the goal of 50% participation by Local Hires?  Yes  No

If “Yes”, proceed to Section II.C below.

If “No”, proceed to Section II.D below.

- C. Based on the General Information in Section I.B above, will you be able to meet the goal of 25% participation by Local Businesses?  Yes  No

If “Yes”, check Option 2, carefully review its requirements, and sign and submit the Local Hires and Local Business Participation Statement Options Form with your bid.

If “No”, proceed to Section II.D below.

- D. Check Option 3, carefully review its requirements, complete and submit the Local Hires and Local Business Participation Statement Options Form with your bid.