

City of Rochester
Professional Consultant Services Workforce Utilization Report

PROJECT NAME:						FOR WORK DONE FROM: ____/____/____ TO ____/____/____					MINORITY GOAL	FEMALE GOAL
CONSULTANT:						AGREEMENT NUMBER:					20.00%	6.90%
TRADE		EMPLOYEES WORKING ON PROJECT (NUMBER OF EMPLOYEES / HOURS WORKED)										
		TOTAL			MINORITY			NON-MINORITY				
		M	F	Non-Binary	M	F	Non-Binary	M	F	Non-Binary	MINORITY %	FEMALE %
Officials, Administrators	Employees											
	Hours											
Professionals	Employees											
	Hours											
Technicians	Employees											
	Hours											
Sales Workers	Employees											
	Hours											
Office, Clerical	Employees											
	Hours											
Craft Workers	Employees											
	Hours											
Laborers	Employees											
	Hours											
Temporary, Apprentices	Employees											
	Hours											
Other (Specify)	Employees											
	Hours											
TOTAL WORKFORCE	Employees											
	Hours											

Prepared by (Signature):		Title:		Phone:	
Printed Name:		Date:		Email:	

Consultants shall submit this form at least quarterly (i.e. every three (3) months after the start of the agreement), or as otherwise requested by MWBE Officer. Reports shall be submitted with each invoice if filed more frequently than once per quarter.