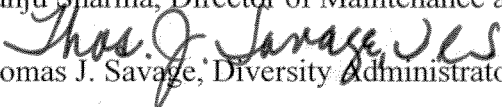


**INTEROFFICE MEMORANDUM**  
**METROPOLITAN WATER RECLAMATION DISTRICT**  
**OF GREATER CHICAGO**

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** June 18, 2014

**TO:** Manju Sharma, Director of Maintenance and Operations

**FROM:**  Thomas J. Savage, Diversity Administrator

**SUBJECT:** CONTRACT 14-673-12, HEAVY EQUIPMENT REPAIRS AT VARIOUS  
LOCATIONS - GROUP B (RE-BID)

**Prime Contractor:** Cranes & Equipment Specialists

The bidder, Cranes & Equipment Specialists, has submitted company information and "MBE/WBE/SBE Business Verification Forms" for the firms identified on the subject contract's Utilization Plan.

The Utilization goals for the above mentioned contract are 10% MBE and/or WBE and 10% SBE. According to the contractor's Utilization Plan, the bidder has committed the following:

<u>MBE</u>	<u>WBE</u>	<u>SBE</u>
NA	*	*

Therefore, the bidder, Cranes & Equipment Specialists, is in apparent compliance with the requirements of Affirmative Action Interim Ordinance Appendix D.

TJS:TCS:ARP

Attachment

cc: Darlene LoCascio, Director of Procurement and Materials Management / File (2)/ Shields-Wright

NA = Not Applicable

\*Bidder offers themselves to satisfy WBE and SBE participation.

**METROPOLITAN WATER RECLAMATION DISTRICT**  
**GREATER CHICAGO**

**MBE, WBE, SBE UTILIZATION PLAN**

For Local and Small business entities - Definitions for terms used below can be found in Appendix D: MBE - Section 5(s); WBE - Section 5(cc); SBE - Section 5(w).

**NOTE: The Bidder shall submit with the Bid, originals or facsimile copies of all MBE, WBE, SBE Subcontractor's Letter of Intent furnished to all MBEs, WBEs, and SBEs. IF A BIDDER FAILS TO INCLUDE signed copies of the MBE, WBE, SBE Utilization Plan and all signed MBE, WBE, SBE Subcontractor's Letter of Intent with its bid, said bid will be deemed nonresponsive and rejected.**

**All Bidders must sign the signature page UP-5 of the Utilization Plan, even if a waiver is requested.**

Name of Bidder: Cranes + Equipment Specialists of Chicago LLC

Contract No.: 14-673-12

Affirmative Action Contact & Phone No.: Christine Ashley 7086366010

Total Bid: 522,179.00

**MBE, WBE, SBE UTILIZATION PLAN AND ALL SIGNED MBE, WBE, SBE SUBCONTRACTOR'S LETTER OF INTENT MUST BE COMPLETED, SIGNED AND ACCOMPANY YOUR BID!!!**

The bidder should indicate on the Utilization Plan explicitly if the dollar amounts for the MBE participation will also be counted toward the achievement of its SBE participation. See Interim Ordinance Appendix D, Section 11, Counting MBE, WBE and SBE Participation towards Contract Goals. (a) - (c) (v)

**MBE UTILIZATION**

Name of MBE and contact person: \_\_\_\_\_

Business Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Description of Work, Services or Supplies to be provided: \_\_\_\_\_

CONTRACT ITEM NO.: \_\_\_\_\_

Dollar Amount Participation: \_\_\_\_\_

If the MBE participation will be counted towards the achievement of the SBE goal please indicate here:

☐  
YES

☐  
NO

Use MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Exhibit of Interim MBE, WBE, SBE Accomplishments by the Bidder.

**MBE UTILIZATION**

Name of MBE and contact person: \_\_\_\_\_

Business Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Description of Work, Services or Supplies to be provided: \_\_\_\_\_

CONTRACT ITEM NO.: \_\_\_\_\_

Dollar Amount Participation: \_\_\_\_\_

If the MBE participation will be counted towards the achievement of the SBE goal please indicate here:

☐  
YES

☐  
NO

Use MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Exhibit of Interim MBE, WBE, SBE Accomplishments by the Bidder.

**MBE UTILIZATION**

Name of MBE and contact person: \_\_\_\_\_

Business Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Description of Work, Services or Supplies to be provided: \_\_\_\_\_

CONTRACT ITEM NO.: \_\_\_\_\_

Dollar Amount Participation: \_\_\_\_\_

If the MBE participation will be counted towards the achievement of the SBE goal please indicate here:

☐  
YES

☐  
NO

Use MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Exhibit of Interim MBE, WBE, SBE Accomplishments by the Bidder.

(Attach additional sheets as needed)

The bidder should indicate on the Utilization Plan explicitly if the dollar amounts for the WBE participation will also be counted toward the achievement of its SBE participation. See Interim Ordinance Appendix D, Section 11, Counting MBE, WBE and SBE Participation towards Contract Goals. (a) - (c) (v)

**WBE UTILIZATION**

Name of WBE and contact person: Cranes & Equipment Specialists of Chicago LLC - Christine Ashley  
Business Phone Number: 708-636-690  
Address: 10900 S. 85th Avenue Palos Hills IL 60465  
Description of Work, Services or Supplies to be provided: Service, Repairs, Rentals, Inspection  
Plants, Construction Equipment, Mechanics, operators  
CONTRACT ITEM NO.: 1, 2, 3, 4, 5, 16  
Dollar Amount Participation: 52,217.90

If the WBE participation will be counted towards the achievement of the SBE goal please indicate here:



**WBE UTILIZATION**

Name of WBE and contact person: \_\_\_\_\_  
Business Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
Description of Work, Services or Supplies to be provided: \_\_\_\_\_  
CONTRACT ITEM NO.: \_\_\_\_\_  
Dollar Amount Participation: \_\_\_\_\_

If the WBE participation will be counted towards the achievement of the SBE goal please indicate here:



**WBE UTILIZATION**

Name of WBE and contact person: \_\_\_\_\_  
Business Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
Description of Work, Services or Supplies to be provided: \_\_\_\_\_  
CONTRACT ITEM NO.: \_\_\_\_\_  
Dollar Amount Participation: \_\_\_\_\_

If the WBE participation will be counted towards the achievement of the SBE goal please indicate here:



(Attach additional sheets as needed)

**SBE UTILIZATION**

Name of SBE and contact person: Cranes & Equipment Specialists of Chicago LLC - Christine Ashley  
Business Phone Number: 708-636-6010  
Address: 10900 S. 85th Avenue Palos Hills IL 60465  
Description of Work, Services or Supplies to be provided: Service, repairs, rental, inspection  
parts, construction equipment, mechanics, operation  
CONTRACT ITEM NO.: 14-673-12  
Dollar Amount Participation: 58,217.90

**SBE UTILIZATION**

Name of SBE and contact person: \_\_\_\_\_  
Business Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
Description of Work, Services or Supplies to be provided: \_\_\_\_\_  
CONTRACT ITEM NO.: \_\_\_\_\_  
Dollar Amount Participation: \_\_\_\_\_

**SBE UTILIZATION**

Name of SBE and contact person: \_\_\_\_\_  
Business Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
Description of Work, Services or Supplies to be provided: \_\_\_\_\_  
CONTRACT ITEM NO.: \_\_\_\_\_  
Dollar Amount Participation: \_\_\_\_\_

(Attach additional sheets as needed)

## SIGNATURE SECTION

On Behalf of Cranes + Equipment Specialists of Chicago LLC I/We hereby acknowledge that  
(name of company)

I/WE have read Appendix D, will comply with the provisions of Appendix D, and intend to use the MBEs, WBEs, and SBEs listed above in the performance of this contract and/or have completed the Waiver Request Form. To the best of my knowledge, information and belief, the facts and representations contained in this Exhibit are true, and no material facts have been omitted.

I do solemnly declare and affirm under penalties of perjury that the contents of the foregoing document are true and correct, and that I am authorized, on behalf of the bidder, to make this affidavit.

5-19-2014

Date

Christie Ashley  
Signature of Authorized officer

ATTEST:

Christie Ashley owner/member  
Print name and title

Christie Ashley  
Secretary

708 636 6010  
Phone number

- 1) The Bidder is required to sign and execute this page, EVEN IF A WAIVER IS BEING REQUESTED.**
- 2) Failure to do so will result in a nonresponsive bid and rejection of the bid.**
- 3) If a waiver is requested, the bidder must also complete the following "WAIVER REQUEST FORM."**

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's List of Intent MUST accompany the Bid.