

**INTEROFFICE MEMORANDUM**

**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**DEPARTMENT:** General Administration  
Diversity Section

Date: October 13, 2014

**TO:** Ms. Manju Sharma, Director  
Maintenance & Operations

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



**SUBJECT:** Contract 14-646-51, Small Streams Maintenance in Cook  
County, Illinois (Group B)

**Low Bidder:** Thornton Equipment Services, Inc.

The Low Bidder, Thornton Equipment Services, Inc. has submitted company information and "MBE/WBE/SBE Verification Forms" for the firms identified on the subject contract's Affirmative Action Utilization Plan.

The MBE, WBE and SBE utilization goals for the above mentioned contract are 20% MBE, 9% WBE and 10% SBE. The Affirmative Action goal category is "Mechanical". Based on the contract's Utilization Plan, the bidder has committed to the following goals:

<u>MBE</u>	<u>WBE</u>	<u>SBE</u>
21%	9%	*

Therefore, the Low Bidder, Thornton Equipment Services, Inc. is in apparent compliance with the requirements of Affirmative Action Interim Ordinance Appendix D.

\* Prime satisfies the SBE requirements

  
TJS:LG:EAR

Attachment

cc: Darlene A. LoCascio, H. Shields-Wright, T. Schrean, File (2)

M.W.R.D.  
OCT 13 10 51 AM '14  
MAINTENANCE MANAGEMENT  
PROCUREMENT AND  
CONSTRUCTION DIRECTOR OF

M.W.R.D.  
OCT 14 10 32 AM '14  
MAINTENANCE MANAGEMENT  
PROCUREMENT AND  
CONSTRUCTION DIRECTOR OF

**METROPOLITAN WATER RECLAMATION DISTRICT OF  
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: THORNTON EQUIPMENT SERVICES, INC.

Contract No.: 14-646-51 GROUP B

Affirmative Action Contact & Phone No.: SUSAN HERING 708-479-7531

Total Bid: \$ 1,949,760.00

**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: PETROMEX, INC. FELIPE ESTRADA  
Business Phone Number: 708-489-1733  
Address: 14702 S. HAMLIN MIDLOTHIAN, IL 60445  
Description of Work, Services or Supplies to be provided: PROVIDE BOTH CLEAR AND DYED DIESEL FUEL  
CONTRACT ITEM NO.: N/A  
Dollar Amount Participation: \$91,400.00

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

☐  
YES

☒  
NO

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid!

**MBE UTILIZATION**

Name of MBE and contact person: STEVE MARTINES  
S.E.S. STEVE'S EQUIPMENT SERVICES, INC.  
Business Phone Number: 630-231-4840  
Address: 1400 POWIS RD. WEST CHICAGO, IL 60185  
Description of Work, Services or Supplies to be provided: PROVIDE MISCELLANEOUS EQUIPMENT RENTAL, PURCHASES, REPAIR AND, OR HAULING OF EQUIPMENT  
CONTRACT ITEM NO.: N/A  
Dollar Amount Participation: \$310,000.00

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

☐  
YES

☒  
NO

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid!

**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

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid!

(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: G. COOPER OIL CO, INC. KELLY COOPER SUPPES  
Business Phone Number: 815-469-6951  
Address: 10295 VANS DR. FRANKFORT, IL. 60423  
Description of Work, Services or Supplies to be provided: FUEL, LUBRICANTS AND RELATED SUPPLIES AND SERVICES  
CONTRACT ITEM NO.: N/A  
Dollar Amount Participation: \$146,000.00

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

☐ YES

☒ NO

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid!

**WBE UTILIZATION**

Name of WBE and contact person: D.J. MASSAT BRENDA MASSAT  
Business Phone Number: 708-389-3700  
Address: 8842 JUNIPER CT. TINLEY PARK, IL. 60477  
Description of Work, Services or Supplies to be provided: SIX-WHEELER AND SEMI DUMP TRUCKS  
CONTRACT ITEM NO.: ITEM #22 AND ITEM #23  
Dollar Amount Participation: \$34,500.00

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

☐ YES

☒ NO

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid!

**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:

☐ YES

☐ NO

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid!

(Attach additional sheets as needed)

**SBE UTILIZATION**

SUSAN HERING

Name of SBE and contact person:

THORNTON EQUIPMENT SERVICES, INC

Business Phone Number:

708-479-7531

Address:

12515 W. FRONTAGE RD. MOKENA, IL. 60448

Description of Work, Services or Supplies to be provided:

OPERATORS AND EQUIPMENT  
TO PERFORM SMALL STREAM MAINTENANCE IN COOK COUNTY, IL.

CONTRACT ITEM NO.:

1 THROUGH 21 AND ITEMS 24 AND 25

Dollar Amount Participation:

\$1,367,860.00

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid!

**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:

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid!

**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)

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid!

## SIGNATURE SECTION

On Behalf of THORNTON EQUIPMENT SERVICES, INC. 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.

9-19-14

Date

Susan Hering  
Signature of Authorized officer

SUSAN HERING, PRESIDENT  
Print name and title

ATTEST:

[Signature]  
Secretary

708-479-7531  
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 Letter of Intent MUST accompany the Bid!