

**Interoffice Memorandum
METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO**

DEPARTMENT: General Administration
Diversity Section

DATE: February 9, 2015

TO: Manju Sharma, Director of Maintenance and Operations

FROM: Thomas J. Savage, Diversity Administrator 

SUBJECT: Contract: 15-699-11, Services of Heavy Equipment with Operators

Bidder: KLF Enterprises, Inc.

The lowest responsive bidder, KLF Enterprises, Inc., has submitted company information, "MBE, WBE and SBE Verification Forms" for the firms identified on the subject contract's Utilization Plan.

The MBE, WBE, and SBE Utilization Goals for the contract are 20% Minority, 9% Women and 10% Small Business Enterprises. According to the contract's Utilization Plan, the bidder has committed to the following:

<u>MBE</u>	<u>WBE</u>	<u>SBE</u>
20.0%	10.0%	*

Therefore, the lowest responsive bidder, KLF Enterprises, Inc., is in apparent compliance with the requirements of the Affirmative Action Interim Ordinance Appendix D.

TJS: GG

Attachment

cc: Ms. Darlene A. LoCascio, Shields-Wright, Savage, Schrean, Gayles, Gordon, File

*Bidder offers WBE credits to satisfy SBE participation.

REVISED DECEMBER, 2014

**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: KLF Enterprises

Contract No.: 15-699-11

Affirmative Action Contact & Phone No.: James Bracken, 708-331-4200

E-Mail Address: Bracken708@GMail.Com

Total Bid: \$2,033,677.00

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) - (v)

MBE UTILIZATION

Name of MBE and contact person: Petromex, Inc. - Felipe Estrada
Business Phone Number: 708-489-1733
Address: 14702 S Hamlin Ave., Midlothian, IL 60445
Description of Work, Services or Supplies to be provided: Fuel Supplier
CONTRACT ITEM NO.: 1 and 2
Dollar Amount Participation: \$ 406,735.40

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!!

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) - (v)

WBE UTILIZATION

Name of WBE and contact person: West Fuels, Inc. - Deborah Stange
Business Phone Number: 708-588-1900
Address: 82 S LaGrange Rd., #201, LaGrange, IL 60525
Description of Work, Services or Supplies to be provided: Fuel Supplier
CONTRACT ITEM NO.: 1 and 2
Dollar Amount Participation: \$ 203,367.70

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: _____

	0.00 *
	203,367.70 *
	2,033,677.00 *
0.00	0.10 *
	0.00 *
	0.00 *

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

Name of SBE and contact person: West Fuels, Inc. - Deborah Stange
Business Phone Number: 708-588-1900
Address: 825 LaGrange Rd., #201, La Grange, IL 60525
Description of Work, Services or Supplies to be provided: Fuel Supplier
CONTRACT ITEM NO.: 1 and 2
Dollar Amount Participation: \$ 203,367.70

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 KLF Enterprises 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.

1-26-15
Date

James Bracken
Signature of Authorized officer

ATTEST:

James Bracken, President
Print name and title

Kay B...
Secretary

708-331-4200
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! !!