

**INTEROFFICE MEMORANDUM**

**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** January 13, 2017

**TO:** John Murray, Director of Maintenance & Operations

**FROM:** Regina D. Berry, Diversity Administrator



**SUBJECT:** Contract: 17-646-51, Small Streams Maintenance in Cook County, IL  
**Group A**

**LOW BIDDER:** J & L Contractors Inc.

The lowest bidder, J & L Contractors Inc., has submitted company information and “MBE, WBE and 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 contract are 20% MBE, 9% WBE and 10% SBE. According to the Utilization Plan, the bidder has committed to the following:

<u>MBE</u>	<u>WBE</u>	<u>SBE</u>
20%	9%	*

Therefore, J & L Contractors Inc., is in apparent compliance with the requirements of the Affirmative Action Ordinance, Revised Appendix D.

RDB:TCS

Attachments

c: Darlene A. LoCascio, Shields-Wright, L. Cornier, Schrean, File

\*Bidder offers MBE to satisfy SBE participation

**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: J & L Contractors, Inc.

Contract No.: #17-646-51 group A

Affirmative Action Contact & Phone No.: Joseph Lombardo (773) 908-8154

E-Mail Address: JLContractors@att.net

Total Bid: \$2,947,875.00

**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 Affirmative Action Ordinance, Revised Appendix D, Section 11, Counting MBE, WBE and SBE Participation towards Contract Goals. (a) (b) (c)

MBE UTILIZATION

Name of MBE and contact person: JEI, Inc. Gerardo Jaime

Business Phone Number: (847) 830-2619 Email Address: Gerardo@jeiinc.net

Address: 2200 W. 43rd Street Chicago, IL 60609

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

Equipment, trucking, and debris disposal

CONTRACT ITEM NO.: #17-646-51 A

Total Dollar Amount Participation: \$589,575.00

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

*MBE*

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

2,947,875.\* to be provided: \_\_\_\_\_

0.\*

589,575.00 =  
2,947,875.00 =

ds the  
ere:

YES

NO

0.2\*

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

0.\*

MBE UTILIZATION

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

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

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

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

Total 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 Affirmative Action Ordinance, Revised Appendix D, Section 11, Counting MBE, WBE and SBE Participation towards Contract Goals. (a) (b) (c)

WBE UTILIZATION

Name of WBE and contact person: Ox Cart Trucking, Inc. Charlotte Lombardo

Business Phone Number: (708) 841-8500 Email Address: OxCart.wbe@gmail.com

Address: P.O. Box 284 Westmont, IL 60559

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

Trucking, debris disposal

CONTRACT ITEM NO.: #17-646-51 A

Total Dollar Amount Participation: \$265,308.75

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

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

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

0.\*

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

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

265,308.75 ÷  
2,947,875.00 =  
0.09\*

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

YES

NO

0.\*

**The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MU**

WBE UTILIZATION

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

Business Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

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

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

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

Total 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: JEI, Inc. Gerardo Jaime  
Business Phone Number: (847) 830-2619 Email Address: Gerardo@jeiinc.net  
Address: 2200 W. 43rd Street Chicago, IL 60609  
Description of Work, Services or Supplies to be provided: \_\_\_\_\_  
Equipment, trucking, and debris disposal  
CONTRACT ITEM NO.: #17-646-51 A  
Total Dollar Amount Participation: \$294,787.50

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

SBE UTILIZATION

Email Address: \_\_\_\_\_  
ies to be provided: \_\_\_\_\_  
0 \* \*  
294,787.50 ÷  
2,947,875 =  
0 \* 1 \*

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

SBE UTILIZATION

Business Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Address: \_\_\_\_\_  
Description of Work, Services or Supplies to be provided: \_\_\_\_\_  
CONTRACT ITEM NO.: \_\_\_\_\_  
Total 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

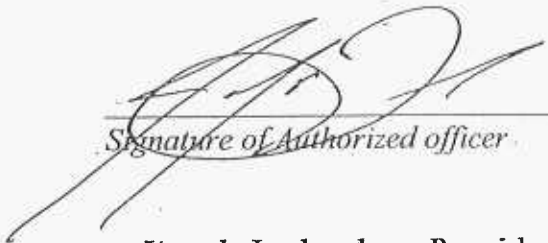
On Behalf of J & L Contractors, Inc. I/We hereby acknowledge that  
(name of company)

I/WE have read Revised Appendix D, will comply with the provisions of Revised 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.

12-15-2016

Date

  
Signature of Authorized officer

Joseph Lombardo - President

Print name and title

ATTEST:

  
Secretary

(773) 908-8154

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 !!!**

# WAIVER REQUEST FORM

**If a waiver is requested, the Bidder is required to sign and execute this page.**

Contract No.: \_\_\_\_\_

Name of Bidder: \_\_\_\_\_

Contact Person and Phone Number: \_\_\_\_\_

With respect to the contract specified above, the Bidder hereby requests a total or partial waiver of the requirement that, pursuant to Section 12 (a)-(d) of the Affirmative Action Ordinance, Revised Appendix D, it files a MBE, WBE, SBE Utilization Plan or achieve a particular goal for MBE, WBE, SBE participation in the contract. The reasons for the request are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

On Behalf of \_\_\_\_\_ I/We hereby acknowledge that  
(name of company)

I/WE have read Affirmative Action Ordinance, Revised Appendix D, will comply with the provisions of Affirmative Action Ordinance, Revised Appendix D, and intend to use the MBEs, WBEs, and SBEs listed in the MBE, WBE, SBE Utilization Plan in the performance of this contract and have completed the Waiver Request Form. To the best of my knowledge, information and belief, the facts and representations contained in this Waiver Request Form 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 contractor, to make this affidavit.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Authorized officer

ATTEST:

\_\_\_\_\_  
Print name and title

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Phone number

## NOTE TO BIDDERS

All Waiver requests are evaluated carefully by the District. The evaluation is based on your firm's documented GOOD FAITH EFFORTS.

The GOOD FAITH EFFORTS MUST be Undertaken PRIOR to your bid submittal to the District. Good Faith Efforts are identified on pp. D15-D16, Section 12. Utilization Plan Submission (e), (i) (i)-(xi).

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