


**Inter Office Memorandum**  
**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**DEPARTMENT:** General Administration **Date:** February 8, 2018  
Diversity Section

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

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

**SUBJECT:** **Contract 18-692-11, Utilization & Transportation of Air Dried Biosolids From LASMA & CALSMA – Group A**

**LOW BIDDER:** **Synagro Central LLC**

The lowest responsive bidder, **Synagro Central, LLC**, has submitted company information and “MBE/WBE/SBE Verification Forms” for the firms identified on the subject contracts Affirmative Action Utilization Plan.

The Minority, Women and Small Business Enterprise goals for the above contract are 20% MBE, 13% WBE and 10% SBE. According to the contractor’s Utilization Plan, the low bidder has committed to the following goals:

<u>MBE</u>	<u>WBE</u>	<u>SBE</u>
20%	13%	*

Therefore, the low bidder, **Synagro Central LLC**, is in apparent compliance with the requirements of Affirmative Action Ordinance Appendix D.

\*MBE & WBE credits offered

RDB:RLM  
attachments

C: Darlene A. LoCascio, Shields-Wright, Cornier, Martinez, File (2)

**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: Synagro Central, LLC

Contract No.: 18-692-11; Group A

Affirmative Action Contact & Phone No.: Victoria Asbury, 815-730-8733

E-Mail Address: vasbury@synagro.com

Total Bid: \$1,499,250.00

**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: Matias Trucking, Inc.; Libardo Lizarazo  
Business Phone Number: 708-563-2820 Email Address: lucy@matiastrucking.com  
Address: 8755 W. 82nd Place, Justice, IL 60458  
Description of Work, Services or Supplies to be provided: Truck hauling of MWRDGC biosolids from LASMA

CONTRACT ITEM NO.: 18-692-11; Group A

Total Dollar Amount Participation: \$299,850.00

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

Services or Supplies to be provided: \_\_\_\_\_

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: \_\_\_\_\_  
Email 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: AMS Elite Solutions, Inc.; Julie Savitt  
Business Phone Number: 847-838-9501 Email Address: j.savitt@ams-es.net  
Address: 39555 N. Highway 83, Lake Villa, IL 60046  
Description of Work, Services or Supplies to be provided: Truck hauling of MWRDGC biosolids from LASMA

CONTRACT ITEM NO.: 18-692-11; Group A

Total Dollar Amount Participation: \$64,967.50

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: Katelyn's Kartage, Inc.; Amy Edmier  
Business Phone Number: 708-638-3376 Email Address: amyedmier@comcast.net  
Address: 10145 Lancaster Drive, Mokena, IL 60448  
Description of Work, Services or Supplies to be provided: Truck hauling of MWRDGC biosolids

CONTRACT ITEM NO.: 18-692-11; Group A

Total Dollar Amount Participation: \$64,967.50

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: Gosia Cartage LTD, Margaret Malinin  
Business Phone Number: 312-613-8735 Email Address: gosiamalinin@gmail.com  
Address: 6400 River Road, Hodgkins, IL 60525  
Description of Work, Services or Supplies to be provided: Truck hauling of MWRDGC biosolids

CONTRACT ITEM NO.: 18-692-11; Group A

Total Dollar Amount Participation: \$64,967.50

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)

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194,902.50 ÷  
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0.13

0. \*

19

**SBE UTILIZATION**

Name of SBE 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: \_\_\_\_\_

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

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

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

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

Total 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: \_\_\_\_\_ 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 Synagro Central, LLC 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.

January 19, 2018

*Date*



*Signature of Authorized officer*

ATTEST



*Secretary*

Matthew deWitt

*Print name and title*

443-489-9000

*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!!!**



**Inter Office Memorandum**  
**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**DEPARTMENT:** General Administration **Date:** February 8, 2018  
Diversity Section

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

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

**SUBJECT:** **Contract 18-692-11, Utilization & Transportation of Air Dried Biosolids From LASMA & CALSMA – Group B**

**LOW BIDDER:** **Synagro Central LLC**

The lowest responsive bidder, **Synagro Central, LLC**, has submitted company information and “MBE/WBE/SBE Verification Forms” for the firms identified on the subject contracts Affirmative Action Utilization Plan.

The Minority, Women and Small Business Enterprise goals for the above contract are 20% MBE, 13% WBE and 10% SBE. According to the contractor’s Utilization Plan, the low bidder has committed to the following goals:

<u>MBE</u>	<u>WBE</u>	<u>SBE</u>
20%	13%	*

Therefore, the low bidder, **Synagro Central LLC**, is in apparent compliance with the requirements of Affirmative Action Ordinance Appendix D.

\*MBE & WBE credits offered

RDB:RLM  
attachments

C: Darlene A. LoCascio, Shields-Wright, Cornier, Martinez, File (2)

REVISED JUNE, 2015

**METROPOLITAN WATER RECLAMATION DISTRICT OF  
GREATER CHICAGO**

**MBE, WBE, SBE UTILIZATION PLAN**

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

Name of Bidder: Synagro Central, LLC

Contract No.: 18-692-1d; Group B

Affirmative Action Contact & Phone No.: Victoria Asbury, 815-730-8733

E-Mail Address: vasbury@synagro.com

Total Bid: \$1,270,750.00

**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: Matias Trucking, Inc.; Libardo Lizarazo  
Business Phone Number: 708-563-2820 Email Address: lucy@matiastrucking.com  
Address: 8755 W. 82nd Place, Justice, IL 60458  
Description of Work, Services or Supplies to be provided: Truck hauling of MWRDGC biosolids from CALSMA

CONTRACT ITEM NO.: 18-692-11; Group B  
Total Dollar Amount Participation: \$254,150.00

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

☒  
YES

☐  
NO

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

MBE UTILIZATION

55,065.84 +  
55,065.84 + contact person: \_\_\_\_\_  
55,065.84 + ber: \_\_\_\_\_ Email Address: \_\_\_\_\_  
165,197.52 \* +  
Services or Supplies to be provided: \_\_\_\_\_

0. \*

IO: \_\_\_\_\_

165,197.52 \* + Participation: \_\_\_\_\_

1,270,750.00 =

0.13 \* +

will be counted towards the goal please indicate here:

☐  
YES

☐  
NO

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

MBE UTILIZATION

act person: \_\_\_\_\_  
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: AMS Elite Solutions, Inc.; Julie Savitt  
Business Phone Number: 847-838-9501 Email Address: j.savitt@ams-es.net  
Address: 39555 N. Highway 83, Lake Villa, IL 60046  
Description of Work, Services or Supplies to be provided: Truck hauling of MWRDGC biosolids from CALSMA

CONTRACT ITEM NO.: 18-692-11; Group B

Total Dollar Amount Participation: \$55,065.84

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: Katelyn's Kartage, Inc.; Amy Edmier  
Business Phone Number: 708-638-3376 Email Address: amyedmier@comcast.net  
Address: 10145 Lancaster Drive, Mokena, IL 60448  
Description of Work, Services or Supplies to be provided: Truck hauling of MWRDGC biosolids from CALSMA

CONTRACT ITEM NO.: 18-692-11; Group B

Total Dollar Amount Participation: \$55,065.84

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

☒ YES

☐ NO

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Address: 6400 River Road, Hodgkins, IL 60525  
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CONTRACT ITEM NO.: 18-692-11; Group B

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

☒ YES

☐ NO

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(Attach additional sheets as needed)

**SBE UTILIZATION**

Name of SBE 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: \_\_\_\_\_

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

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

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

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

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

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**SBE UTILIZATION**

Name of SBE 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: \_\_\_\_\_

(Attach additional sheets as needed)

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## SIGNATURE SECTION

On Behalf of Synagro Central, LLC 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.

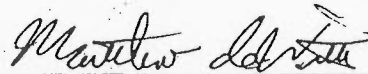
January 19, 2018

*Date*

ATTEST:



*Secretary*



*Signature of Authorized officer*

Matthew deWitt

*Print name and title*

443-489-9000

*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!!