


INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration **DATE:** October 24, 2018
Diversity Section

TO: Eileen McElligott, Administrative Services Officer

FROM: Regina D. Berry, Diversity Administrator 

SUBJECT: **Contract 18-408-11, Janitorial Services for the Main Office Building Complex for a thirty-Six month period**

LOW BIDDER: Eco Clean Maintenance, Inc.

The lowest responsive bidder, Eco Clean Maintenance, Inc., has submitted company information and "MBE/ WBE/SBE Business Verification Forms" for the firm 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. According to the bidder's Utilization Plan, the bidder has committed to the following goals:

MBE
20%

WBE
9%

SBE
*

Therefore, the Bidder, Eco Clean Maintenance, Inc., is in apparent compliance with the requirements of Affirmative Action Ordinance Revised Appendix D.

* Bidder offers self to satisfy the SBE requirements

RDB:DH

Attachment

cc: Darlene A. LoCascio, Shields- Wright, Cornier, Hardney, File

**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: Eco-Clean Maintenance, Inc.

Contract No.: 18-408-11

Affirmative Action Contact & Phone No.: Arkadiusz Gubowski @ 773-310-2002

E-Mail Address: ecocleanmaintenance@yahoo.com

Total Bid: \$ 1,963,700.00

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: C3 Plus, Inc. Attn: Kimberly Woods
Business Phone Number: 630-267-0015 Email Address: Kimberley_Woods@c3plus-inc.com
Address: 3255 Brentwood Ln, Aurora, IL 60504
Description of Work, Services or Supplies to be provided: Janitorial Services, Supervision

CONTRACT ITEM NO.: 18-408-11
Total Dollar Amount Participation: 20% \$ 392,740.00

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: _____ 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!!!

MBE UTILIZATION

Name of MBE 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 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: Dust Em Clean Maintenance Company, Inc. Attn: Cheryl Gill
Business Phone Number: 773-401 Email Address: dustemclean@gmail.com
Address: 503 E. 61st Street, Chicago, IL 60637
Description of Work, Services or Supplies to be provided: Janitorial Services, Supplies

CONTRACT ITEM NO.: 18-408-11
Total Dollar Amount Participation: 97.4 176,733.00

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: _____ 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!!

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: Eco-Clean Maintenance, Inc. Attn: Arkadiusz Grelowski
Business Phone Number: 773-310-2002 Email Address: ecocleanmaintenance@yahoo.com
Address: 515 W. Brighton Ave, Elmhurst, IL 60126
Description of Work, Services or Supplies to be provided: Janitorial Services

CONTRACT ITEM NO.: 18-408-11

Total Dollar Amount Participation: 10% of 196,370.00

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: _____ 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 Eco-Clean Maintenance, 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.

10/8/18
Date

[Signature]
Signature of Authorized officer

ATTEST:

ARXADIVS2 GRABOWSKI President
Print name and title

[Signature]
Secretary

773-310-2002
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.