

**INTEROFFICE MEMORANDUM  
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**DEPARTMENT:** Affirmative Action Section

**DATE:** September 9, 2010

**TO:** Ms. Manju Sharma, Acting Director of Maintenance and Operations

**FROM:** Thomas J. Savage, Affirmative Action Program Administrator

**SUBJECT:** Contract 10-874-11 Furnish, Deliver and Erect a Pre-Engineered Steel Storage Building at the Calumet Water Reclamation Plant

Low Bidder: Graefen Development, Inc.

The low bidder, Graefen Development, Inc., has submitted company information and "Protected Class Business Verification Forms" for the firms identified on the subject contract's Affirmative Action Revised Utilization Plan.

The PCE Utilization goals for the above mentioned contract are 10% MBE, 5% WBE, and 10% SBE. According to the contract's PCE Revised Utilization Plan, the low bidder has committed the following:

<u>MBE</u>	<u>WBE</u>	<u>SBE</u>
10%	21%	*

Therefore, the low bidder, Graefen Development, Inc., is in apparent compliance with the requirements of Appendix D.

\*Prime is SBE

TJS:RDB

attachments

cc: Ms. Darlene A. LoCascio, Director of Procurement and Materials Management

**EXHIBIT A**  
**METROPOLITAN WATER RECLAMATION DISTRICT OF**  
**GREATER CHICAGO**

**UTILIZATION PLAN**

For "Protected Class Enterprises" (PCEs) - Definitions for terms used below can be found in Appendix D: MBE - Section 5(c); WBE - Section 5(d); SBE - Section 5(e).

**NOTE: The Bidder shall submit with the Bid, originals or facsimile copies of all Exhibit B PCE Subcontractor's Letter of Intent furnished to all PCEs. IF A BIDDER FAILS TO INCLUDE signed copies of the Utilization Plan and all signed Exhibit B PCE Subcontractor's Letter of Intent with its bid, said bid will be deemed nonresponsive and rejected.**

**All Bidders must sign the signature page D-25 of the Utilization Plan, even if a waiver is requested.**

Name of Bidder: Jeff Greefen Developmat Inc.

Contract No.: 10-874-11

Affirmative Action Contact & Phone No.: 815-464-7090 Jeff Greefen

Total Bid: \$ 575,000.00

**EXHIBITS A AND B MUST BE COMPLETED, SIGNED AND ACCOMPANY YOUR BID!!!**

Revised March 9, 2009

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 Revised Appendix D, Section 6, Goals, e. (v)

MBE UTILIZATION

Name of MBE and contact person: Brunt Brothers Transfer/Cheryl Brunt-Gates

Business Phone Number: 773-955-3700

Address: 1220 E. 75<sup>th</sup> Street Chicago, IL 60609

Description of Work, Services or Supplies to be provided: Truck Hauling of aggregate

CONTRACT ITEM NO.: 10-874-11

Dollar Amount Participation: 58,000.00

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

YES

NO

\* Please note this is a replacement firm from previous MBE per your request

Exhibits A and B 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

Exhibits A and B 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

Exhibits A and B MUST Accompany the Bid!!

(Attach additional sheets as needed)

50

0.00 \*  
120,000.00 ÷  
575,000.00 =  
0.21 \*  
0.00 \*  
0.00 \*

2009  
on the Utilization Plan explicitly if the dollar amounts for the WBE participation will al  
ipation. See Revised Appendix D, Section 6, Goals. c. (v)

**WBE UTILIZATION**

person: Joliet Steel / Tony  
815-729-3834

Address: 1842 Terry Drive Joliet, FL.

Description of Work, Services or Supplies to be provided: Steel Erection

CONTRACT ITEM NO.: 10.874.11

Dollar Amount Participation: 120,000.00

120,000.00  
575,000.00  
0.20860565217  
0.20860565217  
100.  
20.860565217

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

YES

NO

Exhibits A and B 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: \_\_\_\_\_

Installing Pre-Fab bldg

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

YES

NO

Exhibits A and B 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

Exhibits A and B MUST Accompany the Bid !!!

(Attach additional sheets as needed)

Revised March 9, 2009

**SBE UTILIZATION**

Name of SBE and contact person: Jeff Gaerfen Developmat Inc/  
 Business Phone Number: 815-464-7090  
 Address: 9219 Corsair Rd Frankfort, FL 00448  
 Description of Work, Services or Supplies to be provided: Excavation and Gravel Contracting  
 CONTRACT ITEM NO.: D-874-11  
 Dollar Amount Participation: 140,000.00

150,000.  
 575,000.  
 0.24347326086  
 0.24347326086  
 100.  
 25.347326086

Exhibits A and B 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: \_\_\_\_\_

Exhibits A and B 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)

Exhibits A and B MUST Accompany the Bid!!!

### SIGNATURE SECTION

On Behalf of Jeff Graef's Development 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.

7-19-10  
Date

[Signature]  
Signature of Authorized officer

ATTEST:

Jeff Graef's President  
Print name and title

[Signature]  
Secretary

815-464-7090  
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."**

Exhibits A and B MUST Accompany the Bid!