


**INTEROFFICE MEMORANDUM**

**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**DEPARTMENT:** General Administration  
Diversity Section

Date: March 14, 2016

**TO:** Darlene A. LoCascio, Director of Procurement and Materials  
Management

**FROM:** Regina Berry, Diversity Administrator 

**SUBJECT:** Contract 16-611-11, Repairs and Alterations to Various Water  
Reclamation Facilities in the Stickney Service Area and Other  
Installations

**LOW BIDDER:** Anchor Mechanical Inc.

The Low Bidder, Anchor Mechanical Inc. has submitted company information and “MBE/WBE/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 above mentioned contract are 20% MBE, 10% WBE and 10% SBE. The Affirmative Action goal category is “General Construction”. Based on the contract’s Utilization Plan, the bidder has committed to the following goals:

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

Therefore, the Low Bidder, Anchor Mechanical Inc. is in apparent compliance with the requirements of Affirmative Action Ordinance Revised Appendix D.

\* Both WBE firms will satisfy the SBE requirements

RDB:MJJ

Attachment

cc: Darlene A. LoCascio, Shields-Wright, Jones, 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: Anchor Mechanical, Inc.

Contract No.: 16-611-11

Affirmative Action Contact & Phone No.: Kevin Kenzinger (312) 492-6994

E-Mail Address: KKenzinger@yahoo.com

Total Bid: \$12,620,231.55

**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: MZI Building Services, Inc. Arthur Miller  
Business Phone Number: (312) 492-8740 Email Address: amiller@mzigroup.com  
Address: 1937 W. Fulton St., Chicago, Ill. 60612  
Description of Work, Services or Supplies to be provided: Provide Union Pipefitter Services.  
Provide Union Electrician Services.  
CONTRACT ITEM NO.: 16-611-11  
Total Dollar Amount Participation: \$ 2,524,046.31

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: CT Mechanical LLC, Laura Canniff  
Business Phone Number: (713) 495-4384 Email Address: lcanniff@ctwobe.com  
Address: 1070 N. Garland St., Lombard, IL 60148  
Description of Work, Services or Supplies to be provided: Provide Union Pipefitter  
Services.

CONTRACT ITEM NO.: 16-611-11  
Total Dollar Amount Participation: \$ 1,262,023.16

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: J.S.R. Enterprises, Jerry Roberts  
Business Phone Number: (708) 206-1800 Email Address: jroberts@jsrent.com  
Address: 4931 W. 173rd St., Unit D, Country Club Hills, IL 60478  
Description of Work, Services or Supplies to be provided: Provide Union Plumbing  
Services

CONTRACT ITEM NO.: 16-611-11  
Total Dollar Amount Participation: \$ 1,262,023.16

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: \_\_\_\_\_

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 Anchor Mechanical, 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.

2/22/2016  
Date

[Signature]  
Signature of Authorized officer

ATTEST:

Michael Rosner, President  
Print name and title

[Signature]  
Secretary

(312) 492-6994  
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 MBF, WBI, SBI, Utilization Plan and the MBF, WBI, SBI Subcontractor's Letter of Intent MUST Accompany the Bid !!!

REVISED JUNE, 2015

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