INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration

DATE: April 12, 2016

Diversity Section

TO:

Dr. Catherine A. O'Connor, Director of Engineering

FROM:

Regina D. Berry, Diversity, Administrator

SUBJECT:

Contract: 10-882-DF, Flood Control/Streambank Stabilization

Project on Tinley Creek in Orland Hills

BIDDER:

Cardno, Inc.

The bidder, Cardno, Inc. has submitted company information and "MBE, WBE and SBE Verification Forms" for the firms identified on the subject contract's Utilization Plan.

The MBE, WBE and SBE Utilization Goals for the contract are 20% MBE, 10% WBE and 10% SBE. According to the Utilization Plan, the bidder has committed to the following:

<u>MBE</u>	WBE	SBE	
* 19.05%	11%	27%	

Therefore, the bidder, Cardno, Inc., is in apparent compliance with the requirements of the Affirmative Action Ordinance, Revised Appendix D.

RDB:TCS

Attachment

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

^{*}The District has a longstanding policy under the doctrine of de minimis non curat lex, wherein bids containing variances of less than 1% of the MBE/WBE or SBE goals are responsive bids and may be awarded.

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:	Cardno, Inc.	_
Contract No.;	10-882-DF	
Affirmative Actio	n Contact & Phone No.: James Melledy 708-574-3400	_
E-Mail Address: _	James.Melledy@cardno.com	_
l'otal Bid:	\$ 664,000°°	

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: GSG Material T	esting, Inc. Sar	ntiago Garcia	
0.40,000,0000	Email Address: _	Sgarcia@gsgtesting.com	
Address: 2945 W. Harrison Street, Chicago	, IL 60607		
Description of Work, Services or Supplies to be provided	: Material Tes	ting and Ecological Restoration	
CONTRACT ITEM NO.: Exterior Improvement	ts		
Total Dollar Amount Participation: \$126,500	0.00		
If the MBE participation will be counted towards the achievement of the SBE goal please indicate here:	U YES	凶 NO	
The MBP, WBP, SBF Unitration Plan and the MBF, W		1,75	ře XXVIII
, , , , , , , , , , , , , , , , , , , ,	BE UTILIZATION		and the second
Name of MBE and contact person:			
Business Phone Number:			
Address:			
Description of Work, Services or Supplies to be provided			
CONTRACT ITEM NO.:			
		<u> </u>	
If the MBE participation will be counted towards the achievement of the SBE goal please indicate here:	□ YES	□ NO	
The MBE WRE, SBE Utilization Plan and the MBE, W.	BE SBE Subcontractor's	Letter of Intent MUST Accompany the Bid! I	
	E UTILIZATION		21 MANGE 2000
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:		1	
If the MBE participation will be counted towards the achievement of the SBE goal please indicate here:	☐ YES	□ NO	
The MBE, WBE, SHE Utilization Plan and the MBE, WB	E. SBE Subcontractor's	Letter of Intent MUST Accompany the Bull (Coleman

(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:

DJ Massat, Inc.

Brenda Massat

Name of WBE and contact person: DJ Massat, Mc.	Brenoa Massa	<u> </u>	
Business Phone Number: 708.389.3700	Email Address:	dmassat@comca	est.net
Address: 8842 Juniper Court, Tinley Park, IL		•	
Description of Work, Services or Supplies to be provided:	Trucking of clean	soils for disposal.	Trucking of stone
CONTRACT ITEM NO.: Earthwork			
Total Dollar Amount Participation: \$35,000.00			<u>. </u>
If the WBE participation will be counted towards the achievement of the SBE goal please indicate here:	U Yes	⊠ on	
The MBE, WBE, SBE Utilization Plan and the MBE, WBE	SHK Subcontractor's Lette	r of Intent MUST Accomp	nany thu Bid; (1
WBE	<u>UTILIZATION</u>		
Name of WBE and contact person: Cooper Oil Co	Kelly Cooper		
91E 400 C17E	Email Address:	· · · · · · · · · · · · · · · · · · ·	
Description of Work, Services or Supplies to be provided:		t	
CONTRACT ITEM NO.: Earthwork			
Total Dollar Amount Participation: 15,000.00		Milian	·
If the WBE participation will be counted towards the achievement of the SBE goal please indicate here:	□ Yes	MO NO	
The MBC WHIC SBY Offication Plan and the MPE, WEE	SHE Subcontractor's Lette	of Intent MUST Accomp	mny the Bid! Li
Whe :	UTILIZATION		
Name of WBE and contact person: McBride	e Engineering - To	m Michalak	
Business Phone Number: 708,799,1350	Email Address:tm	chalak@mcbride	engineering.com
Address: 3649 W 183rd Street, Hazel Crest, I			
Description of Work, Services or Supplies to be provided: _	Survey	ring, Layout and f	inal as-built
CONTRACT ITEM NO.: Earthwork and Exteri	or Improvements		
Total Dollar Amount Participation: \$10,000	····		
If the WBE participation will be counted towards the achievement of the SBE goal please indicate here;	YES	NO NO	
The MBE WHE SHE Unbenfor Plan and the MHE WHE	SBI: Subcontractor's Letter	of Intent MUST Accomp	eny the Birt (

(Attach additional sheets as needed)

The bidder should indicate on the Utilization Plan explicitly if the dellar amounts for the WBE participation will also be counted toward the schievement 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 Jack Contractor Services, Inc. Cindy Gufstason Name of WBE and contact person: Business Phone Number: 708.443.5563 cgustafson@jackcsl.com Email Address: 1853 E. Steger Road, Crete, IL 60417 Cleaning of 18 inch RCP pipe Description of Work, Services or Supplies to be provided: **Existing Conditions** CONTRACT ITEM NO .:_ \$3,000.00 Total Dollar Amount Participation: If the WBE participation will be counted towards the X achievement of the SBE goal please indicate here: YES МО The MBE, WBE, SBE Chilzarian Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MCST Accompany the Bid! (1) WHE UTILIZATION Flood Testing Labs Walt Name of WBE and contact person: Business Phone Number: 773.721.2200 Email Address: 1945 East 87th Street, Chicago, IL 60617 Compaction Testing Description of Work, Services or Supplies to be provided: __ Earthwork CONTRACT: ITEM NO .: _ \$8,500.00 Total Dollar Amount Participation: If the WBE participation will be counted towards the 凶 achievement of the SBE goal please indicate here: VES NO The MBE, WBE. SBECCHIZATION Plan and the MBE. WBE. SBE Subcontractor's Letter of Intent MUST Ageompting the Bid(1) is WEE BILLIZATION Name of WBE and contact person: ____ Business Phone Number: ____ ___ Email 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

(Attach additional sheets as needed)

schievement of the SBE goal please indicate hore:

The MBE, WBE, SBE Utilization Plan and the MBE WBE, SBE Subcontactor's Letter of Intent MUST Accompany the Bidl Ut

YES

NO

SBE UTILIZATION

Business Phone Number: 708.479.7531 Email Address: Verbeekstudios@yahoo.com Address: 12515 West Frontage Road, Mokena, IL 60448 Description of Work, Services or Supplies to be provided: Demolition, earthwork and grading CONTRACT ITEM NO.: Existing Conditions and Earthwork Total Dollar Amount Participation: \$177,000.00 The MBE, WBE, SBE Unification Plan and the MBE, WBE, SBE Subcouncetor's Letter of Intent MUST Accompany the Birl 12 SBE UTILIZATION Name of SBE and contact person: Email Address: Address: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: Total Dollar Amount Participation: Email Address: SBE UTILIZATION Name of SBE and contact person: Email Address: Letter of Intent MUST Accompany the Birl 11 SBE UTILIZATION Name of SBE and contact person: Email Address: Letter of Intent MUST Accompany the Birl 11 SBE UTILIZATION Name of SBE and contact person: Email Address: Letter of Intent MUST Accompany the Birl 11 SBE UTILIZATION Name of SBE and contact person: Email Address: Contract Trem No.: Contract Trem MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Birl 11 The MBE, WBE, SBE Utilization Flan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Birl 11 Contract Trem MBE, WBE, SBE Utilization Flan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Birl 11	Name of SBE a	nd contact person:	Thorton Equipmen	nt Services	Jason Verbeek
Address: 12515 West Frontage Road, Mokena, IL 60448 Description of Work, Services or Supplies to be provided: Demolition, earthwork and grading CONTRACT ITEM NO.: Existing Conditions and Earthwork Total Dollar Amount Participation: \$177,000.00 The MBE WRE SBE Utilization Plan and DN MBE WRE SBE Substitutes of Invat MUST Accompany the Brd 12 SBE UTILIZATION Name of SBE and contact person: Email Address: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: SBE Utilization Plan and the MBE. WBE SBE Substitute of Letter of Invat MUST Accompany the Brd 12 SBE UTILIZATION Name of SBE and contact person: SBE Utilization Plan and the MBE. WBE SBE Substitute of Letter of Invat MUST Accompany the Brd 11 SBE UTILIZATION Name of SBE and contact person: Email Address: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: ONTRACT ITEM NO.:					: Verbeekstudios@yahoo.com
CONTRACT ITEM NO.: Existing Conditions and Earthwork Total Dollar Amount Participation: \$177,000.00 The MBE WRE SEE Ulfization Flor and to MBE. WE SBE Selectorisation's Letter of Intent MUST Accompany the Biol 1: SEE UTILIZATION Name of SBE and contact person: Email Address: Address: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: Total Dollar Amount Participation: Email Address: SEE UTILIZATION Name of SBE and contact person: Letter of Intent MUST Accompany the Biol 1: SEE UTILIZATION Name of SBE and contact person: Letter of Intent MUST Accompany the Biol 1: SEE UTILIZATION Name of SBE and contact person: Letter of Intent MUST Accompany the Biol 1: SEE UTILIZATION Name of SBE and contact person: Letter of Intent MUST Accompany the Biol 1: SEE UTILIZATION Name of SBE and contact person: Letter of Intent MUST Accompany the Biol 1: SEE UTILIZATION Name of SBE and contact person: Letter of Intent MUST Accompany the Biol 1: SEE UTILIZATION Name of SBE and contact person: Letter of Intent MUST Accompany the Biol 1: SEE UTILIZATION Name of SBE and contact person: Letter of Intent MUST Accompany the Biol 1: SEE UTILIZATION (Attach additional sheets as needed)	Address:	12515 West Fron	tage Road, Mokena	a, IL 60448	
Total Dollar Amount Participation: \$177,000.00 The Mills, W.B. SDE Utilization Flora and the MBB, W.B. SDE Subcontractor's Lener of Invest MUST Accompany the Biol [1] SEE UTILIZATION Name of SBE and contact person:	Description of \	Work, Services or Su	pplies to be provided:	Demolition	, earthwork and grading
Total Dollar Amount Participation: \$177,000.00 The Mills, W.B. SDE Utilization Flora and the MBB, W.B. SDE Subcontractor's Lener of Invest MUST Accompany the Biol [1] SEE UTILIZATION Name of SBE and contact person:	CONTRACTIT	EM NO.:	Existing Condition	ns and Earth	work
SBE UFILIZATION					
SBE UTILIZATION Name of SBE and contact person: Business Phone Number: Email Address: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: Total Dollar Amount Participation: SBE UTILIZATION Name of SBE and contact person: Business Phone Number: Email Address: Contract ITEM No.: Contract IT	,				
SBE UTILIZATION Name of SBE and contact person: Business Phone Number: Email Address: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: Total Dollar Amount Participation: SBE UTILIZATION Name of SBE and contact person: Business Phone Number: Email Address: Contract ITEM No.: Contract IT					
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: SBE UTILIZATION Name of SBE and contact person: Business Phone Number: Email Address: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: OCONTRACT ITEM NO.: CONTRACT ITEM NO.: Otal Dollar Amount Participation: (Attach additional sheets as needed)	The MRE	. WRE, SBE Utifizatio	n Plan and the MBE, WBE	, SBE Subcontract	tor's Lener of Injent MUST Accompany the Bid! [1]
Business Phone Number: Email Address:			SBE	JIILIZATION	
Business Phone Number: Email Address:	Name of SBE an	id contact person:		······································	
Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: Total Dollar Amount Participation: SBE UTILIZATION Name of SBE and contact person: Business Phone Number: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: CONTRACT ITEM NO.: (Attach additional sheets as needed)					
CONTRACT ITEM NO.: Total Dollar Amount Participation: SBE UTILIZATION Name of SBE and contact person: Business Phone Number: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: Otal Dollar Amount Participation: (Attach additional sheets as needed)	Address:	·			
CONTRACT ITEM NO.: Total Dollar Amount Participation: Total Dollar Amount Participation: SBE UTILIZATION Name of SBE and contact person: Business Phone Number: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: Otal Dollar Amount Participation: (Attach additional sheets as needed)	Description of W				1
Total Dollar Amount Participation: The MBE WBE SBE Utilization Plan and the MBE SBE Submatacity's Letter of Intent MUST Accompany the Bidl II SBE UTILIZATION Name of SBE and contact person: Business Phone Number: Email Address: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: Otal Dollar Amount Participation: (Attach additional sheets as needed)	CONTRACT IT				
SBE UTILIZATION Name of SBE and contact person: Business Phone Number: Email Address: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: Otal Dollar Amount Participation: (Attach additional sheets as needed)					
SBE UTILIZATION Name of SBE and contact person: Business Phone Number: Email Address: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: Otal Dollar Amount Participation: (Attach additional sheets as needed)					
SBE UTILIZATION Name of SBE and contact person: Business Phone Number: Email Address: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: Otal Dollar Amount Participation: (Attach additional sheets as needed)	The MRI	ment constitution	Differential due NATILE ALTRE	on promise and	
Name of SBE and contact person: Business Phone Number: Email Address: Description of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: Otal Dollar Amount Participation: (Attach additional sheets as needed)	100 CONTRACTOR (100 CONTRACTOR)	es even dame of telligrammi		***************************************	or a center of inferior of that Accompany the trust of the
Address:Email Address:	J	f	•		
Address:					
Oescription of Work, Services or Supplies to be provided: CONTRACT ITEM NO.: Otal Dollar Amount Participation: (Attach additional sheets as needed)					
CONTRACT ITEM NO.:	Description of We	ork, Services or Sup	plies to be provided:		
otal Dollar Amount Participation:(Attach additional sheets as needed)					
(Attach additional sheets as needed)					
<u> </u>	otal Dollar Amo	unt Participation:			
The MBH, WBE, SBE thilization Plan and the MBE, WBE, SBE Subcontagroe's Letter of Intent MUST Accompany the Bidl 14			(Attach additi	onal sheets as need	ded)
	ijhe MBI;, V	VBE, SBE Unification	Plan and the MBE, WBE.	SBE Subcontracto	r's Letter of Injent MUST Accompany the Bidl 14

SIGNATURE SECTION

Cardno, Inc.

On Behalf of	1) We netern acknowledge mak
(name of company)	
I/WE have read Revised Appendix D, will comply with the provision MBEs, WBEs, and SBEs listed above in the performance of this conform. To the best of my knowledge, information and belief, the fare true, and no material facts have been omitted.	ntract and/or have completed the Waiver Request
I do solemnly declare and affirm under penalties of pedocument are true and correct, and that I am authorize	erjury that the contents of the foregoing d, on behalf of the bidder, to make this
affidavit.	1 .//
1-18-16	M
Date ATTEST:	Signature of Authorized officer Mike Lancioni, Vice President
AllEst:	Print name and title
4 Rahf	Address: 708 Roosevelt Road, Walkerton, IN 46574
Secretary	574-586-3400
Phone: 720-257-5832 Address: 10004 Park Meadows Drive, Suite 300, Lone Tree, CO 80124	Phone number
Address, room rank recooms Drive, dake 500, both 1466, 00 adres	w 144-44 (called a)

- 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 Univation Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST. Accompany the Bid! 11 3000