


**INTEROFFICE MEMORANDUM**

**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**DEPARTMENT:** Affirmative Action Section    **DATE:** August 23, 2010  
General Administration

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

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

**SUBJECT:** Contract 10-728-11, Furnish, Deliver and Install Remote Telemetry Units at Unmanned Reservoirs, Pumping Stations And Aeration Stations

**LOW BIDDER:** Divane Bros. Electric Company

The low bidder, Divane Bros. Electric Company, has submitted company information and "Protected Class Business Verification Forms" for the firms identified on the subject contract's Affirmative Action Utilization Plan.

The PCE Utilization goals for the above mentioned contract are 13% MBE, 7% WBE and 10% SBE. According to the contract's Utilization Plan, the low bidder has committed to the following:

<u>MBE</u>	<u>WBE</u>	<u>SBE</u>
16%	9%	*

Therefore, the low bidder, Divane Bros. Electric Company is in apparent compliance with the requirements of Revised Appendix D.

\* MBE and WBE are SBE

TJS:EAR

attachment

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

**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: DIVANE BROS. ELECTRIC CO.

Contract No.: 10-728-11

Affirmative Action Contact & Phone No.: DANIEL J. DIVANE IV (847) 455-7143

Total Bid: \$479,000.00

**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: TRI-STAR SUPPLY, INC. - MARTIN L. STEPHENSON

Business Phone Number: (630) 629-4440

Address: 1459 BERNARD DRIVE - ADDISON, IL 60101

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

FURNISHING OF ELECTRICAL MATERIALS

CONTRACT ITEM NO.: ITEM #1

Dollar Amount Participation: \$78,000.00

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

YES

NO

**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

**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

(Attach additional sheets as needed)

Revised March 9, 2009

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

WBE UTILIZATION

Name of WBE and contact person: J.P. SIMONS COMPANY - JEAN SIMONS BRADFIELD

Business Phone Number: (630) 693-0300

Address: 1426 BROOK DRIVE - DOWNERS GROVE, IL 60515

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

FURNISHING OF ELECTRICAL MATERIALS

CONTRACT ITEM NO.: ITEM #1

Dollar Amount Participation: \$42,000.00

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!!!

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: TRI-STAR SUPPLY, INC. - MARTIN L. STEPHENSON

Business Phone Number: (630) 629-4440

Address: 1459 BERNARD DRIVE - ADDISON, IL 60101

Description of Work, Services or Supplies to be provided: \_\_\_\_\_  
FURNISHING OF ELECTRICAL MATERIALS

CONTRACT ITEM NO.: ITEM #1

Dollar Amount Participation: \$78,000.00

Exhibit A and B MUST Accompany the Bid

**SBE UTILIZATION**

Name of SBE and contact person: J.P. SIMONS COMPANY - JEAN SIMONS BRADFIELD

Business Phone Number: (630) 693-0300

Address: 1426 BROOK DRIVE - DOWNERS GROVE, IL 60515

Description of Work, Services or Supplies to be provided: \_\_\_\_\_  
FURNISHING OF ELECTRICAL MATERIALS

CONTRACT ITEM NO.: ITEM #1

Dollar Amount Participation: \$42,000.00

Exhibit 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)

Exhibit A and B MUST Accompany the Bid

Revised March 9, 2009

SIGNATURE SECTION

On Behalf of DIVANE BROS. ELECTRIC CO. 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.

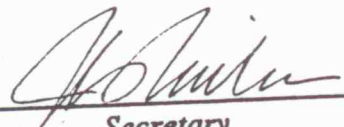
I do solemnly declare and affirm under penalties of perjury that the contents of the foregoing document are true and correct, and that I am authorized, on behalf of the bidder, to make this affidavit.

AUGUST 10, 2010  
Date

  
Signature of Authorized officer

ATTEST:

DANIEL J. DIVANE IV, PRESIDENT  
Print name and title

  
Secretary  
JOHN T. RAICHE, SECRETARY/TREASURER

(847) 455-7143  
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