

**InterOffice Memorandum**  
**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**DEPARTMENT:** General Administration  
Affirmative Action Section

**DATE:** April 8, 2008

**TO:** Mr. Osoth Jamjun, Chief of M & O

**FROM:**   
Amy E. Crowe, Administrator, Affirmative Action

**SUBJECT:** CONTRACT 08-696-11, TUCKPOINTING AND REHABILITATION  
OF BUILDINGS IN THE STICKNEY AND NORTH SIDE SERVICE  
AREAS – Group A and Group B

**Bidder:** Restore Masonry, LLC

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

The PCE Utilization goals for the above mentioned contract are 20% MBE, 10% WBE and 10% SBE. According to the contract's Revised PCE Utilization Plan, the bidder has committed the following:

	<u>MBE</u>	<u>WBE</u>	<u>SBE</u>
Group A	20%	10%	*
Group B	20%	10%	*

Therefore, the bidder, Restore Masonry, LLC is in apparent compliance with the requirements of Appendix D.

AEC:ARP

Attachment

cc: Darlene LoCascio, Purchasing Agent / File (2)

\*Bidder offers MBE credits to satisfy SBE participation.

M.W.R.D.  
08 APR 11 PM 4:05  
ASSISTANT PURCHASING AGENT

June, 2001

EXHIBIT A

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

UTILIZATION PLAN

For "Protected class enterprises" (PCEs) - Definitions given below can be found in Appendix D: MBE - Section 5(b); WBE - Section 5(c); SBE - Section 5(d).

**NOTE:** The Bidder shall include with the Bid, copies of LETTERS OF INTENT furnished to all PCEs listed. **BIDS FAILING TO INCLUDE COPIES OF LETTERS OF INTENT WILL BE REJECTED.** All Bidders must sign the signature page of the Utilization Plan.

Name of Bidder: RESTORE MASONRY, LLC  
Contract No.: 08-696-11  
Affirmative Action Coordinator & Phone No.: MIKE VACALA 773-588-4555  
Total Bid: GROUP A

**Section 5 Definitions**

As used in this Ordinance, the following terms shall have the following meanings:

- (b) "Minority-owned business enterprise" or "MBE" means a business entity which is at least 51% owned by one or more members of one or more minority groups, or, in the case of a publicly held corporation, at least 51% of the stock of which is owned by one or more members of one or more minority groups, and whose management and daily business operations are controlled by one or more such individuals. A minority-owned business enterprise must conform to the definition of a "Small Business Enterprise" as currently defined within Section 5, Definitions, (d).
- (c) "Women-owned business enterprise" or "WBE" means a business which is at least 51% owned by one or more women, or, in the case of a publicly held corporation, 51% of the stock of which is owned by one or more women, and whose management and daily business operations are controlled by one or more women. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws. A women-owned business enterprise must conform to the definition of a "Small Business Enterprise" as currently defined within Section 5, Definitions, (d).
- (d) "Small Business Enterprise" or "SBE" means any contractor who has received gross receipts of \$17 million or less per year averaged over the preceding three business years. Size determinations shall include the PCE concern and all its domestic and foreign affiliates. Definitions of affiliates are in Appendix D Section 5 (d) (i) & (ii).

June, 2001

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 (iv)

MBE UTILIZATION

Name of MBE and contact person: GARTH MASONRY - STEVE GARTH  
Business Phone Number: 708.757.5455  
Address: 2741 E. 223RD ST., CHICAGO HEIGHTS, IL 60411  
Description of Work, Services or supplies to be provided: BRICK REPLACEMENT OF ALL DAMAGED EXT. + INT. BRICK MASONRY @ BLDG. 10  
CONTRACT ITEM NO.: A-1  
Dollar Amount Participation: \$ 188,000.00

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

☒  
YES

☐  
NO

Letter of Intent 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

Letter of Intent 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

Letter of Intent MUST Accompany the Bid!!!

(Attached additional sheets as needed)



June, 2001

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: RITEWAY MASONRY - KATHY BELOW  
Business Phone Number: 708-422-4545  
Address: 5451 W. 110TH ST., OAK LAWN, IL 60453  
Description of Work, Services or supplies to be provided: BRICK REPLACEMENT OF ALL  
DAMAGED EXT. & INT. BRICK MASONRY @ BLDG. 10  
CONTRACT ITEM NO.: A:1  
Dollar Amount Participation: \$ 94,000.00

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

☐  
YES

☒  
NO

Letter of Intent 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

Letter of Intent 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

Letter of Intent MUST Accompany the Bid!!

(Attached additional sheets as needed)

June, 2001

SBE UTILIZATION

Name of SBE and contact person: GARTH MASONRY - STEVE GARTH  
Business Phone Number: 708.757.5455  
Address: 2741 E. 223RD ST., CHICAGO HEIGHTS, IL. 60411  
Description of Work, Services or supplies to be provided: BRICK REPLACEMENT OF ALL  
DAMAGED BRICK @ BLDG. 10  
CONTRACT ITEM NO.: A:1  
Dollar Amount Participation: \$ 188,000.<sup>00</sup>

Letter of Intent 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: \_\_\_\_\_

Letter of Intent 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: \_\_\_\_\_

Letter of Intent MUST Accompany the Bid!!!

(Attached additional sheets as needed)


June, 2001

I/WE RESTORE MASONRY L.L.C. hereby acknowledge that  
(name of company)

LWE 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. 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.

**The Bidder is required to sign and execute this page, even if a partial or full waiver is requested**

The Bidder is required to sign and execute the Bidder's Bid.

  
name

773-588-4555  
phone number

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 contractor, to make this affidavit.

ATTEST:

secretary

3-21-8

RESTORE MASONRY L.L.C

name of company or corporation

\_\_\_\_\_

authorized officer

MIKE VACALA - MEMBER



EXHIBIT A

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

UTILIZATION PLAN

For "Protected class enterprises" (PCEs) - Definitions given below can be found in Appendix D: MBE - Section 5(b); WBE - Section 5(c); SBE - Section 5(d).

**NOTE:** The Bidder shall include with the Bid, copies of LETTERS OF INTENT furnished to all PCEs listed. **BIDS FAILING TO INCLUDE COPIES OF LETTERS OF INTENT WILL BE REJECTED.** All Bidders must sign the signature page of the Utilization Plan.

Name of Bidder: RESTORE MASONRY L.L.C.  
Contract No.: 08-696-11  
Affirmative Action Coordinator & Phone No.: MIKE VACALA-773-588-4555  
Total Bid: GROUP B

**Section 5 Definitions**

As used in this Ordinance, the following terms shall have the following meanings:

- (b) "Minority-owned business enterprise" or "MBE" means a business entity which is at least 51% owned by one or more members of one or more minority groups, or, in the case of a publicly held corporation, at least 51% of the stock of which is owned by one or more members of one or more minority groups, and whose management and daily business operations are controlled by one or more such individuals. A minority-owned business enterprise must conform to the definition of a "Small Business Enterprise" as currently defined within Section 5, Definitions, (d).
- (c) "Women-owned business enterprise" or "WBE" means a business which is at least 51% owned by one or more women, or, in the case of a publicly held corporation, 51% of the stock of which is owned by one or more women, and whose management and daily business operations are controlled by one or more women. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws. A women-owned business enterprise must conform to the definition of a "Small Business Enterprise" as currently defined within Section 5, Definitions, (d).
- (d) "Small Business Enterprise" or "SBE" means any contractor who has received gross receipts of \$17 million or less per year averaged over the preceding three business years. Size determinations shall include the PCE concern and all its domestic and foreign affiliates. Definitions of affiliates are in Appendix D Section 5 (d) (i) & (ii).

June, 2001

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 c. (vi)

**MBE UTILIZATION**

Name of MBE and contact person: GARTH MASONRY - STEVE GARTH  
Business Phone Number: 708-757-5455  
Address: 2741 E. 223RD ST., CHICAGO HEIGHTS, IL 60411  
Description of Work, Services or supplies to be provided: MASONRY REPAIRS FOR  
GRIT CHAMBER BLDG. @ NORTASIDE WRP  
CONTRACT ITEM NO.: B:1  
Dollar Amount Participation: \$ 85,000.00

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

☒  
YES

☐  
NO

**Letter of Intent 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

**Letter of Intent 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

**Letter of Intent MUST Accompany the Bid!!!**

(Attached additional sheets as needed)



June, 2001

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 (iv)

WBE UTILIZATION

Name of WBE and contact person: RITEWAY MASONRY - KATHY BELOW  
Business Phone Number: 708-422-4545  
Address: 5451 W. 110<sup>th</sup> ST., OAK LAWN, IL 60455  
Description of Work, Services or supplies to be provided: MASONRY REPAIRS FOR THE  
GRIT CHAMBER BLDG. @ NORTHSIDE WRP  
CONTRACT ITEM NO.: B:1  
Dollar Amount Participation: \$ 42,500.00

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

☐

YES

☒

NO

Letter of Intent 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

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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

Letter of Intent MUST Accompany the Bid!!

(Attached additional sheets as needed)

June, 2001

SBE UTILIZATION

Name of SBE and contact person: GARTH MASONRY - STEVE GARTH  
Business Phone Number: 708-757-5455  
Address: 2741 E. 223<sup>RD</sup> ST., CHICAGO HEIGHTS, IL 60411  
Description of Work, Services or supplies to be provided: MASONRY REPAIRS FOR THE  
GRIT CHAMBER BLDG. @ NORTHSIDE WRP  
CONTRACT ITEM NO.: B:1  
Dollar Amount Participation: \$ 85,000.<sup>00</sup>

Letter of Intent 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: \_\_\_\_\_

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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: \_\_\_\_\_

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June, 2001

I/WE RESTORE MASONRY, LLC 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. 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.

**The Bidder is required to sign and execute this page, even if a partial or full waiver is requested**

The Bidder is required to sign and execute the Bidder's Bid.

  
\_\_\_\_\_ name


773-588-4555  
phone number

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 contractor, to make this affidavit.

ATTEST:

secretary  
3-21-8  
date

RESTORE MASONRY LLC  
name of company or corporation

  
authorized officer

MIKE VACCA - MEMBER  
print name and title