


INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** August 21, 2024

**TO:** Catherine A. O'Connor, Director of Engineering

**FROM:** Richard L. Martinez, Jr., Acting Diversity Administrator 

**SUBJECT:** Contract 01-103-AS, 39<sup>th</sup> Street Conduit Rehabilitation – Phase II, SSA

**Bidder:** Michels Trenchless, Inc.

The Bidder, Michel Trenchless, Inc., has submitted company information and MBE/WBE/VBE Business Verification Forms” for the firms identified on the subject’s contract.

In regards to the bidders diminutive shortfall in the MBE/WBE participation, there has been a standard District practice to accept and honor Utilization Plans that have a de minimis less than one percent (1%) of the established goal attainment. Therefore, after consultation with the Law Department, it has been determined that this is issue is not “fatal” to the bid.

The MBE, WBE and VBE Utilization Goals, for the subject contract are 12% MBE and/or WBE and 3% VBE. According to the bidder’s Utilization Plan and VBE Commitment Form, the bidder has committed to the following goals:

<u>M/WBE</u>	<u>VBE</u>
11.64%	*0.835%

Therefore, Michel Trenchless, Inc., is in apparent compliance with the requirements of the Affirmative Action Ordinance Revised Appendix D and Appendix V.

RLM:jhb

Attachment

c: LoCascio, Cornier, Morakalis, Bullock, File

\*Bidder submitted Good Faith Efforts for a portion of the VBE goals

**METROPOLITAN WATER RECLAMATION DISTRICT OF  
GREATER CHICAGO**

**MBE/WBE UTILIZATION PLAN**

For Local and Small business entities - Definitions for terms used below can be found in Appendix D: MBE - Section 5(u); WBE - Section 5(ff); SBE - Section 5(z).

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

**All Bidders must sign the signature page UP-4 of the Utilization Plan, even if a waiver is requested.**

Name of Bidder: Michels Trenchless, Inc.

Contract No.: 01-103-AS

Affirmative Action Contact & Phone No.: Amber Simon | 920-924-4300 x7562

E-Mail Address: aasimon@michels.us

Total Bid: \$42,572,000.00

**MBE/WBE UTILIZATION PLAN AND ALL SIGNED MBE/WBE  
SUBCONTRACTOR'S LETTER OF INTENT MUST BE  
COMPLETED, SIGNED AND ACCOMPANY YOUR BID!!!**

**MBE UTILIZATION**

Name of MBE and contact person: Hamilton Construction | Marc Morale  
Business Phone Number: 773.830.1550 Email Address: marchci@gmail.com  
Address: 21200 S LaGrane Rd. Ste 352 Franfort, IL 60423  
Description of Work, Services or Supplies to be provided: Lining Support

CONTRACT ITEM NO.: 2,3,4,5  
Total Dollar Amount Participation: \$3,073,763.68

**The MBE/WBE Utilization Plan and the MBE/WBE Subcontractor's Letter of Intent MUST Accompany the Bid!!**

**MBE UTILIZATION**

Name of MBE and contact person: Work Zone Safety | Richard Daly  
Business Phone Number: 815.834.0429 Email Address: richard@workzonesafetyinc.com  
Address: 17051 Gaylord Rd. Crest Hill, IL 60403  
Description of Work, Services or Supplies to be provided: Traffic Control

CONTRACT ITEM NO.: 2,3  
Total Dollar Amount Participation: \$579,235.00

**The MBE/WBE Utilization Plan and the MBE/WBE Subcontractor's Letter of Intent MUST Accompany the Bid!!**

**MBE UTILIZATION**

Name of MBE and contact person: MBE Fence | Mary Young  
Business Phone Number: 708.800.6008 Email Address: mbefence@gmail.com  
Address: 3S340 Rockwell St. Unit 101 Warrenville, IL 60555  
Description of Work, Services or Supplies to be provided: Fencing

CONTRACT ITEM NO.: 1-8  
Total Dollar Amount Participation: \$150,000.00

**The MBE/WBE Utilization Plan and the MBE/WBE Subcontractor's Letter of Intent MUST Accompany the Bid!!**

(Attach additional sheets as needed)

**MBE UTILIZATION**

Name of MBE and contact person: Millennia Professional Services | Tadeusz Wiczowski  
Business Phone Number: 630.705.0110 Email Address: twiczowski@millennia.pro  
Address: 2600 Warrenville Rd. Suite 203 Downers Grove, IL 60515  
Description of Work, Services or Supplies to be provided: Samples

CONTRACT ITEM NO.: 2,3,4  
Total Dollar Amount Participation: \$416,027.71

**The MBE/WBE Utilization Plan and the MBE/WBE 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: \$ \_\_\_\_\_

**The MBE/WBE Utilization Plan and the MBE/WBE 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: \_\_\_\_\_

**The MBE/WBE Utilization Plan and the MBE/WBE Subcontractor's Letter of Intent MUST Accompany the Bid!!**

(Attach additional sheets as needed)

**WBE UTILIZATION**

Name of WBE and contact person: MDI | Brian DeCola  
Business Phone Number: 630.285.9090 Email Address: bdecola@mditransportation.com  
Address: 10430 Woodward Ave. Woodridge, IL 60517  
Description of Work, Services or Supplies to be provided: Trucking

CONTRACT ITEM NO.: 2,3,4  
Total Dollar Amount Participation: \$538,370.29

**The MBE/WBE Utilization Plan and the MBE/WBE Subcontractor's Letter of Intent MUST Accompany the Bid!!**

**WBE UTILIZATION**

Name of WBE and contact person: Cooper Oil | Kelly Cooper  
Business Phone Number: 715.469.6951 Email Address: kelly@cooperoil.net  
Address: 10295 Vans Dr. Frankford, IL 60423  
Description of Work, Services or Supplies to be provided: Fuel

CONTRACT ITEM NO.: 2,3,4,5,8  
Total Dollar Amount Participation: \$200,000

**The MBE/WBE Utilization Plan and the MBE/WBE 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: \_\_\_\_\_

**The MBE/WBE Utilization Plan and the MBE/WBE Subcontractor's Letter of Intent MUST Accompany the Bid!!**

(Attach additional sheets as needed)

## SIGNATURE SECTION

On Behalf of Michels Trenchless, 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 and WBEs 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.

6/18/2024

Date

  
Signature of Authorized officer

ATTEST:

Steven Kenny - Vice President, Business Operations  
Print name and title



Assistant Secretary, Andrew Simon

920-924-4300

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 MBE/ WBE Utilization Plan and the MBE/ WBE Subcontractor's Letter of Intent MUST Accompany the Bid !!!

**VBE COMMITMENT FORM**

1. Name of VBE: Rocket Crane  
Identify MBE, WBE Status: VOBE Address: 1100 W. Cermak Rd.  
City, State, Zip Code: Chicago, IL 60608  
Contact Person: Hector Perez Telephone Number: 708.845.7709  
eMail Address: hector@cooperoil.net  
\*Dollar Amount of Participation: \$ 355,800.00 Percent of Participation: 29 %  
Scope of Work: Stop Log Removal

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2. Name of VBE: \_\_\_\_\_  
Identify MBE, WBE Status: \_\_\_\_\_ Address: \_\_\_\_\_  
City, State Zip Code: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
eMail Address: \_\_\_\_\_  
\*Dollar Amount of Participation: \$ \_\_\_\_\_ Percent of Participation: \_\_\_\_\_ %  
Scope of Work: \_\_\_\_\_

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3. Name of VBE: \_\_\_\_\_  
Identify MBE, WBE Status: \_\_\_\_\_ Address: \_\_\_\_\_  
City, State Zip Code: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
eMail Address: \_\_\_\_\_  
\*Dollar Amount of Participation: \$ \_\_\_\_\_ Percent of Participation: \_\_\_\_\_ %  
Scope of Work: \_\_\_\_\_

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4. Name of VBE: \_\_\_\_\_  
Identify MBE, WBE Status: \_\_\_\_\_ Address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
eMail Address: \_\_\_\_\_  
\*Dollar Amount of Participation: \$ \_\_\_\_\_ Percent of Participation: \_\_\_\_\_ %  
Scope of Work: \_\_\_\_\_

\* If a MBE or WBE will be utilized to accomplish the VBE Contract Goal, then the VBE commitment amount must be entered as a separate dollar amount. VBE Contract Goals are separate and distinct from the MBE and WBE Contract Goals.

Attach a copy of qualifications for each VBE business.