

**INTEROFFICE MEMORANDUM**

**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**DEPARTMENT:** General Administration **DATE:** November 22, 2024  
Diversity Section

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

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

**SUBJECT:** **Contract 08-174-3D, Battery A Improvements and Battery B Installation of Mechanical Mixers**

**LOW BIDDER:** **IHC Construction Companies, LLC**

The lowest responsive bidder, IHC Construction Companies, LLC has submitted company information and “MBE/WBE/VBE Business Verification Forms” for the firms identified on the subject contract’s Affirmative Action Utilization Plan and VBE Commitment Form.

The MBE, WBE and VBE Utilization Goals for the above-mentioned contract are 20% MBE, 10% WBE, and 3% VBE. According to the bidder’s Utilization Plan and VBE Commitment Form, the bidder has committed to the following goals:

<u><b>MBE</b></u>	<u><b>WBE</b></u>	<u><b>VBE</b></u>
20.10%	10.74%	3.01%

Therefore, IHC Construction Companies, LLC is in apparent compliance with the requirements of Affirmative Action Ordinance Revised Appendix D and Appendix V.

RLM:DAF

Attachment

cc: LoCascio, Morakalis, Cornier, Lopez, Valdez, Kunath, file

**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: IHC Construction Companies LLC

Contract No.: 08-174-3D

Affirmative Action Contact & Phone No.: Russell D. Ginn / 847-742-1516

E-Mail Address: rginn@ihcconstruction.com

Total Bid: 56,449,000.00

**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: C&G Construction Supply Co Inc Lauren Green  
Business Phone Number: (708) 825-9770 Email Address: info@cgconstructionsupply.com  
Address: 1593 Valencia Court, Calumet City IL 60409  
Description of Work, Services or Supplies to be provided: Equipment Supply

CONTRACT ITEM NO.: Div 11, 13, 14  
Total Dollar Amount Participation: \$ 5,294,886<sup>00</sup>

**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)

**MBE UTILIZATION**

Name of MBE and contact person: Cardinal State LLC Roger Weise

Business Phone Number: (630) 320-9257 Email Address: rogerw@cardinalstatellc.com

Address: 1719 Spring Creek Rd. Barrington Hills, IL 60010

Description of Work, Services or Supplies to be provided: Landscaping

CONTRACT ITEM NO.: Div 02

Total Dollar Amount Participation: \$ 91,190<sup>00</sup>

**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)

**MBE UTILIZATION**

Name of MBE and contact person: Era Valdivia Contractors, Inc Jose Valdivia  
Business Phone Number: (773) 721-9350 Email Address: general@valdivia.com  
Address: 11909 South Avenue O Chicago, IL 60617  
Description of Work, Services or Supplies to be provided: Concrete Repair

CONTRACT ITEM NO.: Div 03  
Total Dollar Amount Participation: \$ 2,658,146-

**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)

**MBE UTILIZATION**

Name of MBE and contact person: JB Erectors, Inc. Jose Barraza

Business Phone Number: (630) 888-2506 Email Address: joseb@jberectorsinc.com

Address: 10004 S 76th Ave UNIT FN Bridgeview, IL 60455

Description of Work, Services or Supplies to be provided: Steel

CONTRACT ITEM NO.: DW 05

Total Dollar Amount Participation: \$ 771,860-

**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)

**MBE UTILIZATION**

Name of MBE and contact person: Ortiz Contracting Group Peter Ortiz

Business Phone Number: (779) 324-5212 Email Address: pourtiz@ortizcontracting.com

Address: 9308 Gulfstream Rd. Frankfort, IL 60423

Description of Work, Services or Supplies to be provided: Mechanical

CONTRACT ITEM NO.: D1015

Total Dollar Amount Participation: \$1,440,000

**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)

**MBE UTILIZATION**

Name of MBE and contact person: Terrazas LLC Robert Terrazas  
Business Phone Number: (630) 364-9542 Email Address: robertterrazas@gmail.com  
Address: 4656 W. Offner Rd. Monee, IL 60449  
Description of Work, Services or Supplies to be provided: Site Concrete

CONTRACT ITEM NO.: Div 03  
Total Dollar Amount Participation: \$ 548,575

**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: Helm Electrical Services, Inc. Holly Eminger

Business Phone Number: (708) 579-1000 Email Address: holly@helmele.com

Address: 5303 9th Ave. Countryside, IL 60525

Description of Work, Services or Supplies to be provided: Electrical

CONTRACT ITEM NO.: Div 16

Total Dollar Amount Participation: \$ 5,770,900-

**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!!!**

**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)

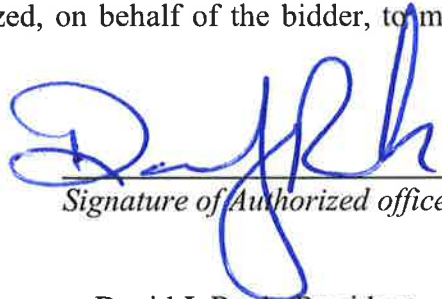
## SIGNATURE SECTION

On Behalf of IHC Construction Companies LLC 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.

October 1, 2024  
Date

  
Signature of Authorized officer

ATTEST:

David J. Rock, President  
Print name and title

  
Secretary Walter P. Dwyer

847-742-1516  
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: Viking Brothers Inc.  
Identify MBE, WBE, SBE Status: VOSB Address: 1665 Eastwood Drive  
City, State, Zip Code: Aurora, IL 60506  
Contact Person: Craig Melby Telephone Number: (630) 957-7799  
eMail Address: vbiinc@sbcglobal.net  
Dollar Amount of Participation: \$ 134,000.00 Percent of Participation: 0.25%  
Scope of Work: Hauling

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

Attach a copy of qualifications for each VBE firm

**Commission on Equity and Inclusion - Certified Firm Information - 10/16/2024  
08:35 AM**

**Certified Firm Information**

**Business & Contact Information**

<b>Business Name</b>	Viking Brothers, Inc.	<b>Doing Business As (DBA/Trade) Name</b>	
<b>Contact Person</b>	Craig Melby	<b>Address</b>	1665 Eastwood Drive,
<b>County</b>	Kane	<b>City</b>	Aurora
<b>State</b>	Illinois	<b>Zip</b>	60506
<b>Country</b>	United States	<b>Phone</b>	(630) 957-7799
<b>Fax</b>		<b>Email</b>	vbiinc@sbcglobal.net
<b>Website</b>		<b>Ethnicity</b>	Caucasian American
<b>Gender</b>	Male	<b>Application Type</b>	Full BEP VBP Application
<b>Certification Type</b>	Veteran Owned Small Business	<b>Certifying Agency</b>	State CEI Agency
<b>Certification Number</b>		<b>Certification Status</b>	Active
<b>Certification Date</b>	12/03/2021	<b>Renewal Date</b>	12/03/2024
<b>Expiration Date</b>	12/03/2026		

**NIGP Codes**

<b>NIGP Codes</b>	745 - 01 - Aggregate, Precoated, 745 - 02 - Asphalt, AC (Asphalt Cement), 745 - 05 - Asphalt, Aggregates, 745 - 12 - Asphalt, Oil, 962 - 39 - Hauling Services, 962 - 86 - Transportation of Goods, Shipping and Handling, and Other Freight Services
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**VBE COMMITMENT FORM**

1. Name of VBE: Sullwood Inc.  
Identify MBE, WBE, SBE Status: VOSB Address: 1240 North Homan Avenue  
City, State, Zip Code: Chicago IL 60651  
Contact Person: Frederick J Woods Telephone Number: (312) 810-8757  
eMail Address: fjw@sullwood.com  
Dollar Amount of Participation: \$ 1,482,000.00 Percent of Participation: 2.76%  
Scope of Work: Metals Supply

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

Attach a copy of qualifications for each VBE firm

## Commission on Equity and Inclusion - Certified Firm Information - 10/16/2024 08:32 AM

### Certified Firm Information

#### Business & Contact Information

<b>Business Name</b>	Sullwood, Inc.	<b>Doing Business As (DBA/Trade) Name</b>	n/a
<b>Contact Person</b>	Frederick J. Woods	<b>Address</b>	1240 N. Homan Ave.
<b>County</b>	Cook	<b>City</b>	Chicago
<b>State</b>	Illinois	<b>Zip</b>	60651
<b>Country</b>	United States	<b>Phone</b>	(312) 810-8757
<b>Fax</b>		<b>Email</b>	fjw@sullwood.com
<b>Website</b>	www.sullwoodmechanical.com	<b>Ethnicity</b>	Caucasian American
<b>Gender</b>	Male	<b>Application Type</b>	Recognition Application
<b>Certification Type</b>	Veteran Owned Small Business	<b>Certifying Agency</b>	SBA
<b>Certification Number</b>	1543	<b>Certification Status</b>	Active
<b>Certification Date</b>	08/06/2024	<b>Renewal Date</b>	03/27/2025
<b>Expiration Date</b>	03/27/2028		

#### NIGP Codes

<b>NIGP Codes</b>	031 - 00 - AIR CONDITIONING, HEATING, AND VENTILATING EQUIPMENT, PARTS AND ACCESSORIES, 914 - 50 - Heating, Ventilating and Air Conditioning (HVAC), 914 - 68 - Plumbing, 967 - 59 - Plastics and Plastic Products, Including Fiberglass, Poly, etc., Manufacturing Services, 545 - 29 - Industrial Commercial and Professional Equipment and Supplies, (Not Otherwise Classified)
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