

**INTEROFFICE MEMORANDUM**

**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** October 4, 2023

**TO:** Ted Kosowski, Director of Human Resources

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



**SUBJECT:** **Contract 24-348-11, Services to Remove Hazardous Materials from Various District Locations, on an as Needed Basis, for a Three-Year Period**

**LOW BIDDER:** Luse Companies

The lowest responsive bidder, Luse Companies has submitted company information and "MBE/WBE/VBE Business Verification Forms" for the firms identified on the subject contract's Affirmative Action Utilization Plan.

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

<u>MBE</u>	<u>WBE</u>
20.0%	10.0%

Therefore, Luse Companies is in apparent compliance with the requirements of Affirmative Action Ordinance Revised Appendix D.

RLM:DY

Attachment

c: Darlene A. LoCascio, Morakalis, Cornier, Carlson, Turner, Young, 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: Luse Environmental Services

Contract No.: 24-348-11

Affirmative Action Contact & Phone No.: Ed Gaeke

E-Mail Address: egaeke@luse.com

Total Bid: \$274,785.00

**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: Shawn Brown Enterprises - Shawn Brown

Business Phone Number: (773) 221-7221 Email Address: sbrown@sbentinc.com

Address: 1401 E. 79th St. Chicago, IL 60619

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

labor to perform environmental work

CONTRACT ITEM NO.: 24-348-11

Total Dollar Amount Participation: 20% of work value awarded by MWRD

**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: air monitoring services

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: Environmental Design International - Scott Dileto  
Business Phone Number: (312) 345-1400 Email Address: sdileto@envdesigni.com  
Address: 33 W. Monroe St. Ste. 1825 Chicago, IL 60603  
Description of Work, Services or Supplies to be provided: air monitoring services

CONTRACT ITEM NO.: 24-348.11

Total Dollar Amount Participation: 10% of work value awarded by MWED

**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 Luse Environmental Services 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.

9-18-2023  
Date

Ashley Luse DeBoer  
Signature of Authorized officer

ATTEST:

Ashley Luse DeBoer, President  
Print name and title

M. T. J.  
Secretary

(630) 862-2600  
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!!!