

# CONTRACTOR UTILIZATION PLAN/REQUEST FOR WAIVER



Project Number 6223080095

Project Title Full-service advertising and marketing assistance

KCAD / Trozzolo Master Service Agreement

Aviation

(Department Project)

Department

Trozzolo Creative Resources, Inc

(Bidder/Proposer)

STATE OF Missouri )

COUNTY OF Jackson ) ss

I, Rachel Lupardus, of lawful age and upon my oath state as follows:

1. This Affidavit is made for the purpose of complying with the provisions of the MBE/WBE submittal requirements on the above project and the MBE/WBE Program and is given on behalf of the Bidder/Proposer listed below. It sets out the Bidder/Proposer's plan to utilize MBE and/or WBE contractors on the project.

2. The project target goals are 10 % MBE and 10 % WBE.

3. Bidder/Proposer assures that it will utilize a minimum of the following percentages of MBE/WBE participation in the above project:

1. **BIDDER/PROPOSER PARTICIPATION:** 10 % MBE 10 % WBE

1. **POST-BID/POST-RFP ESTIMATED BUDGET:** \$ 1,000,000.00

4. The following are the M/WBE subcontractors whose utilization Bidder/Proposer warrants will meet or exceed the above-listed Bidder/Proposer Participation. Bidder/Proposer warrants that it will utilize the M/WBE subcontractors to provide the goods/services described in the applicable Letter(s) of Intent to Subcontract, copies of which shall collectively be deemed incorporated herein). *(All firms **must currently** be certified by Kansas City, Missouri)*

1. Name of M/WBE Firm Time-Wise, Inc (MBE/WBE)  
Address 3900 W 120th Terrace, Leawood, KS 66209  
Telephone No. 913-244-6357  
I.R.S. No. 75-3101955



Name of M/WBE Firm O'Neill Marketing & Event Management, Inc (WBE)  
 Address 1607 Oak St, Kansas City, MO 64108  
 Telephone No. 816-561-7555  
 I.R.S. No. 27-4291975

Name of M/WBE Firm \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone No. \_\_\_\_\_  
 I.R.S. No. \_\_\_\_\_

Name of M/WBE Firm \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone No. \_\_\_\_\_  
 I.R.S. No. \_\_\_\_\_

Name of M/WBE Firm \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone No. \_\_\_\_\_  
 I.R.S. No. \_\_\_\_\_

Name of M/WBE Firm \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone No. \_\_\_\_\_  
 I.R.S. No. \_\_\_\_\_

*(List additional M/WBEs, if any, on additional page and attach to this form)*

4. The following is a breakdown of the percentage of the total contract amount that Bidder/Proposer agrees to pay to each listed M/WBE:

**MBE/WBE BREAKDOWN SHEET**

**MBE FIRMS:**

| <u>Name of MBE Firm</u> | <u>Supplier/Broker/Contractor</u> | <u>Subcontract Amount*</u> | <u>Weighted Value**</u> | <u>% of Total Contract</u> |
|-------------------------|-----------------------------------|----------------------------|-------------------------|----------------------------|
| <u>Time-Wise, Inc</u>   | <u>Sub-contractor</u>             | <u>\$ 100,000.00</u>       | <u>\$ 100,000.00</u>    | <u>10.00</u>               |
| _____                   | _____                             | _____                      | _____                   | _____                      |
| _____                   | _____                             | _____                      | _____                   | _____                      |
| _____                   | _____                             | _____                      | _____                   | _____                      |
| _____                   | _____                             | _____                      | _____                   | _____                      |
| _____                   | _____                             | _____                      | _____                   | _____                      |
| _____                   | _____                             | _____                      | _____                   | _____                      |



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**TOTAL MBE \$ / TOTAL MBE %:** \$ 100,000.00 10.00 %

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**WBE FIRMS:**

| Name of WBE Firm                    | Supplier/Broker/Contractor | Subcontract Amount*  | Weighted Value** | % of Total Contract |
|-------------------------------------|----------------------------|----------------------|------------------|---------------------|
| O'Neill Marketing & Event Mgmt, Inc | Sub-contractor             | \$ 100,000.00        | \$ 100,000.00    | 10.00               |
| _____                               | _____                      | _____                | _____            | _____               |
| _____                               | _____                      | _____                | _____            | _____               |
| _____                               | _____                      | _____                | _____            | _____               |
| _____                               | _____                      | _____                | _____            | _____               |
| _____                               | _____                      | _____                | _____            | _____               |
| _____                               | _____                      | _____                | _____            | _____               |
| <b>TOTAL WBE \$ / TOTAL WBE %:</b>  |                            | <u>\$ 100,000.00</u> |                  | <u>10.00 %</u>      |

\*"Subcontract Amount" refers to the dollar amount that Bidder/Proposer has agreed to pay each M/WBE subcontractor as of the date of contracting and is indicated here solely for the purpose of calculating the percentage that this sum represents in proportion to the total contract amount. Any contract amendments and/or change orders changing the total contract amount may alter the amount due an M/WBE under their subcontract for purposes of meeting or exceeding the Bidder/Proposer participation.

\*\*"Weighted Value" means the portion of the subcontract amount that will be credited towards meeting the Bidder/Proposer participation. See CREO KC Forms and Instructions for allowable credit and special instructions for suppliers.

- Bidder/Proposer acknowledges that the monetary amount to be paid each listed M/WBE for their work, and which is approved herein, is an amount corresponding to the percentage of the total contract amount allocable to each listed M/WBE as calculated in the MBE/WBE Breakdown Sheet. Bidder/Proposer further acknowledges that this amount may be higher than the subcontract amount listed therein as change orders and/or amendments changing the total contract amount may correspondingly increase the amount of compensation due an M/WBE for purposes of meeting or exceeding the Bidder/Proposer participation



6. Bidder/Proposer acknowledges that it is responsible for considering the effect that any change orders and/or amendments changing the total contract amount may have on its ability to meet or exceed the Bidder/Proposer participation. Bidder/Proposer further acknowledges that it is responsible for submitting a Request for Modification or Substitution if it will be unable to meet or exceed the Bidder/Proposer participation set forth herein.
7. If Bidder/Proposer has not achieved both the M/WBE goal(s) set for this Project, Bidder/Proposer hereby requests a waiver of the MBE and/or WBE goal(s) that Bidder/Proposer has failed to achieve
8. Bidder/Proposer will present documentation of its good faith efforts, a narrative summary detailing its efforts and the reasons its efforts were unsuccessful when requested by the City.
9. I hereby certify that I am authorized to make this Affidavit on behalf of the Bidder/Proposer named below and who shall abide by the terms set forth herein:

Bidder/Proposer primary contact: Jenny Stasi  
 Address: 811 Wyandotte St  
Kansas City, MO 64105  
 Phone Number: 816-842-8111  
 Facsimile number: 816-842-8188  
 E-mail Address: jstasi@trozzolo.com

By: *[Signature]*  
 Title: EVP, COO/CFO  
 Date: May 2, 2024  
 (Attach corporate seal if applicable)

Subscribed and sworn to before me this 2 day of May, 2024.

My Commission Expires  


*[Signature]*  
 Notary Public

