

Civil Rights & Equal Opportunity Department
Economic Equity & Inclusion
Contractor Utilization Plan Approval Form

Date: 4.24.23

Form Prepared By: D.Smith

Contract/Project Number: 81000817/1682	Developer/Prime: Hartline Construction, LLC
Project Name: WSD Administration Building & IT Improvements & ADA Compliance	Contact Information: Jennifer Hart (816) 921-6002 JHart@hartlinecon.com
Final Contract Value: 3,864,415.00	Address: 751 E. 63rd Street Ste. 107 KCMO 64110

Funding: ☒ City ☐ State ☐ Federal ☐ CO-OP ☐ Grant: ☐ Other:
 Project Requirements: ☒ M/WBE ☐ DBE ☐ Section 3 ☐ N/A
 Tax Incentive: ☐ LCRA ☐ TIF ☐ PIEA ☐ N/A ☐ Other:
 Prevailing Wage: ☒ Yes ☐ No
 Davis-Bacon: ☐ Yes ☐ No
 Construction Employment Program: ☒ Yes: Workforce goals are 10% Minority & 2% Women. There are over 800 Workforce hours and project cost is \$300,000 or more.
☐ No: Workforce hours are less than 800 and project cost is less than \$300,000.

Contract Goals:	Contractor Utilization Plan Achievement:
Self-Perform: ____%	Self-Perform: ____%
MBE: <u>11</u> %	MBE: <u>2.349</u> %
WBE: <u>11</u> %	WBE: <u>63.11</u> %
Non-certified firms: ____%	Non-certified firms: ____%

Contract Type:

☒ Construction ☐ Design-Build ☐ Design Professional ☐ Professional Services
☐ General Service ☐ Concession ☐ Other Goods & Services ☐ Non-Municipal Agency
☐ Co-Operative ☐ Revenue Sharing ☐ Facilities Maintenance/Repair/Renovation
☐ Other:

Additional Information:

Project Manager - Deb Smith (816) 513-0293
 Debra.Smith@kcmo.org

This document is submitted with all available facts. Intentionally falsifying this document or omitting pertinent facts is grounds for disciplinary action pursuant to KCMO Human Resources Rules & Policy Manual (eff. August 4, 2014).

FOR CIVIL RIGHTS & EQUAL OPPORTUNITY DEPARTMENT (CREO) USE ONLY:**The Contractor Utilization Plan is:**

☒ Approved ☐ Disapproved

<u>2</u> % MBE	<u>63</u> % WBE	____ % DBE
----------------	-----------------	------------

The Request for Good Faith Efforts Waiver is:

☒ Approved ☐ Disapproved ☐ Not Applicable

Appeal Sent to FICB or Incentive Agency? ☐ Yes _____ FICB _____ Incentive Agency ☐ No

DocuSigned by:
 CREO Signature: Mark Runge Date: 5/22/2023
 6AFEC964B03641A...

Comments:

GFE approved. Only bidder. Will submit RFM.

Inter-Departmental Communication

Date: May 22, 2023

To: Edwina Jones; Interim Director; Civil Rights & Equal Opportunity Department

From: Mark Runge; Sr. Civil Rights Specialist

Subject: CUP Summary #:

CONTRACTOR:	Hartline Construction, LLC
Address:	751 E. 63 rd St., Suite 107 Kansas City, MO 64110
Contract #	1682 / 81000817- WSD Administration Building & IT Improvements & ADA Compliance
Contract Amount:	\$3,864,415.00
MBE Goal	11%
WBE Goal:	11%
Total MBE Achieved:	2%
Total WBE Achieved:	63%

MBE SUBCONTRACTORS:

Name:	Alpha Energy & Electric, Inc.	
Address:	1100 E. 34 th St. Kansas City, MO 64109	
Scope of Work:	Electrical / Lighting	
Subcontract Amount:	\$73,494	
Ownership:	Nwabuonwu, Ike	
Structure:	African-American Male	Code: 15

WBE SUBCONTRACTORS:

Name:	Hartline Construction, LLC	
Address:	751 E. 63 rd St., Suite 107 Kansas City, MO 64110	
Scope of Work:	Demolition / Finishes / Construction Management / Concrete	
Subcontract Amount:	\$2,110,160	
Ownership:	Hart, Jennifer	
Structure:	Caucasian Female	Code:27

WBE SUBCONTRACTORS:

Name:	AGP, Inc.	
Address:	12900 2 nd St.	
	Grandview, MO 64030	
Scope of Work:	Aluminum Storefronts / Glazing	
Subcontract Amount:	\$134,000	
Ownership:	Hankinson, Sherry	
Structure:	Caucasian Female	Code:27

WBE SUBCONTRACTORS:

Name:	DiverselD Products of Florida, LLC	
Address:	8121 NW 80 th Terrace	
	Kansas City, MO 64152	
Scope of Work:	Signage	
Subcontract Amount:	\$4,500	
Ownership:	Derra, Martina	
Structure:	Caucasian Female	Code:27

Comments:

Note: The prime contractor is a certified WBE who is self-performing scopes of work included in the project for WBE participation credit.

CREO KC approved the Good Faith Efforts submitted by the prime contractor.



KANSAS CITY
MISSOURI

CONTRACTOR UTILIZATION PLAN/REQUEST FOR WAIVER

Project Number 81000817/1682

Project Title KC WATER ADMIN BLDG & IT IMPROV & ADA COMP.

WATER SERVICE DEPT (Department Project) WATER Department

HARTLINE CONSTRUCTION, LLC
(Bidder/Proposer)

STATE OF MISSOURI)

COUNTY OF JACKSON) ss

I, JENNIFER HART, 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 11 % MBE and 11 % WBE.

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

BIDDER/PROPOSER PARTICIPATION: 3^{2.349} % MBE 60^{63.11} % WBE

POST-BID/POST-RFP ESTIMATED BUDGET: \$ _____

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)

Name of M/WBE Firm Hartline Construction, LLC
Address 751 East 63rd Street, Suite 107, Kansas City, MO 64110
Telephone No. 816-921-6002
I.R.S. No. 45-3951328

Name of M/WBE Firm AGP
Address 12900 2nd Street, Grandview, MO 64030
Telephone No. 816-322-0220
I.R.S. No. 48-1209004

Name of M/WBE Firm Diverse-ID
Address 8121 NW 80th Terr, KCMO
Telephone No. 816-596-2141
I.R.S. No. 26-2647480

Name of M/WBE Firm Alpha Energy and Electric
Address 1100 E 34th St, Kansas City, MO
Telephone No. 8163-442-4032
I.R.S. No. 33-1116338

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:

Name of MBE Firm	Supplier/Broker/Contractor	Subcontract Amount*	Weighted Value**	% of Total Contract
Alpha Energy and Electric		73,494	11	2.394

TOTAL MBE \$ / TOTAL MBE %: \$ 73,494.00 2.394 %

WBE FIRMS:

Name of WBE Firm	Supplier/Broker/Contractor	Subcontract Amount*	Weighted Value**	% of Total Contract
Hartline Construction		2,210.160		59.5
AGP		134,000		3.6
Diverse ID		4,500		0.1
TOTAL WBE \$ / TOTAL WBE %:		\$ 2,348.660		63.11 %

*"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: Hartline Construction, LLC / Jennifer G. Hart

Address: 751 East 63rd Street, Suite 107, Kansas City, MO 64110

Phone Number: 816-921-6002

Facsimile number: 816-920-0502

E-mail Address: jhart@hartlinecon.com

By: Jennifer G. Hart

Title: Owner and President

Date: 4/4/2023

(Attach corporate seal if applicable)

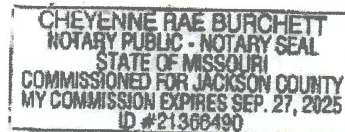
Jennifer G. Hart

Subscribed and sworn to before me this 4th day of April, 2023.

Cheyenne Rae Burchett

My Commission Expires: 09/27/2025

Notary Public





LETTER OF INTENT TO SUBCONTRACT

Project Name/Title WSD Administration Bldg. & IT Improvements & ADA Compliance

Project Location/Number 81000817/1682

Check one:

Original LOI: ☐

Updated LOI: ☐

PART I: Prime Contractor Hartline Construction, LLC agrees to enter into a contractual agreement with M/W/DBE Subcontractor Hartline Construction, LLC who will provide the following goods/services in connection with the above-reference contract: [Insert a brief narrative describing goods/services to be provided. Broad Categorizations (e.g., "electrical," "plumbing," etc.) or the listing of NAICS Codes in which M/W/DBE Subcontractor is certified are insufficient and may result in denial of this Letter of Intent to Subcontract.]
Construction Management, Demolition, Metal Stud, Drywall, ACT, Grid, Drywall Finishing, Millwork installation, Carpentry, Door, Frame Hardware, Concrete, Cleaning and Final Clean, Painting.

for an estimated amount of \$ 2,210,160 (or 59.5 % of the total estimated contract value.)

M/WBE Vendor type: ☒ Subcontractor/manufacturer (counts as 100% of contract value towards goals)
☐ Supplier (counts as 60% of the total dollar amount paid or to be paid by a prime contractor for supplies or goods towards goals)
☐ Broker (counts as 10% of the total dollar amount paid or to be paid by a prime contractor for supplies or goods towards goals)

M/W/DBE Subcontractor is, to the best of Prime Contractor's knowledge, currently certified with the City of Kansas City's Civil Rights & Equal Opportunity Department to perform in the capacities indicated herein. Prime Contractor agrees to utilize M/W/DBE Subcontractor in the capacities indicated herein, and M/W/DBE Subcontractor agrees to work on the above-referenced contract in the capacities indicated herein, contingent upon award of the contract to Prime Contractor.

PART 2: This section is to be completed by the M/W/DBE subcontractor listed above. Please attach additional sheets as needed for more than one intended sub-tier contract. **IMPORTANT: Falsification of this document will result in denial and other remedies available under City Code.**

Select one: ☒ The M/W/DBE Subcontractor listed above **IS NOT** subcontracting any portions of the above-stated scope of work(s). (Continue to Part 3.)
☐ The M/W/DBE Subcontractor listed above **IS** subcontracting certain portions of the above stated scope of work(s) to:

(1) Company name: _____

Full address: _____

Street number and name

City, State and Zip Code

Primary contact: _____

Name

Phone

a) This subcontractor is (select one): ☐ MBE ☐ WBE ☐ DBE ☐ N/A

i: If this subcontractor is an M/W/DBE certified with the City of Kansas City, Missouri, a separate Letter of Intent must be attached to this document.

ii. If this subcontractor is NOT a certified M/W/DBE certified with the City of Kansas City, Missouri, the firm must still be listed for reporting purposes but a Letter of Intent is not required.

b) Scope of work to be performed: _____

c) The dollar value of this agreement is: _____

PART 3:

**NOTE: SIGNATURES AND NOTARIZATIONS REQUIRED FOR NEW LETTERS OF INTENT (LOI);
SIGNATURES ONLY FOR UPDATED LOI (ADDING VALUE TO EXISTING CONTRACT).**

PRIME CONTRACTOR BUSINESS NAME: Hartline Construction, LLC

Jennifer G. Hart

Signature: Prime Contractor

Jennifer G. Hart

Print Name

Owner and President

4/4/2023

Title

Date

State of Missouri)

County of Jackson)

I, Cheyenne Burchett, state that the above and foregoing is based on my best knowledge and belief.

Subscribed and sworn to before me, a notary public, on this 3rd
day of April, 2023

My Commission Expires: 9/27/2025

Cheyenne Rae Burchett

Notary Public

STAMP:



MWDBE SUBCONTRACTOR BUSINESS NAME: _____

Signature: Subcontractor

Print Name

Title

Date

State of)

County of)

I, _____, state that the above and foregoing is based on my best knowledge and belief.

Subscribed and sworn to before me, a notary public, on this
day of _____, 20____

My Commission Expires: _____

Notary Public

STAMP:

KANSAS CITY
MISSOURI

LETTER OF INTENT TO SUBCONTRACT

Project Name/Title WSD Administration Bldg. & IT Improvements & ADA ComplianceProject Location/Number 81000817/1682

Check one:

Original LOI: ☒Updated LOI: ☐

PART 1: Prime Contractor Mark One Electric Inc. agrees to enter into a contractual agreement with M/W/DBE Subcontractor Alpha Energy and Electric who will provide the following goods/services in connection with the above-reference contract: [Insert a brief narrative describing goods/services to be provided. Broad Categorizations (e.g., "electrical," "plumbing," etc.) or the listing of NAICS Codes in which M/W/DBE Subcontractor is certified are insufficient and may result in denial of this Letter of Intent to Subcontract.]

Electrical Power, Lighting and AVfor an estimated amount of \$ 73,994.91 (or 11 % of the total estimated contract value.)

M/WBE Vendor type:



Subcontractor/manufacture (counts as 100% of contract value towards goals)



Supplier (counts as 60% of the total dollar amount paid or to be paid by a prime contractor for supplies or goods towards goals)



Broker (counts as 10% of the total dollar amount paid or to be paid by a prime contractor for supplies or goods towards goals)

M/W/DBE Subcontractor is, to the best of Prime Contractor's knowledge, currently certified with the City of Kansas City's Civil Rights & Equal Opportunity Department to perform in the capacities indicated herein. Prime Contractor agrees to utilize M/W/DBE Subcontractor in the capacities indicated herein, and M/W/DBE Subcontractor agrees to work on the above-referenced contract in the capacities indicated herein, contingent upon award of the contract to Prime Contractor.

PART 2: This section is to be completed by the M/W/DBE subcontractor listed above. Please attach additional sheets as needed for more than one intended sub-tier contract. **IMPORTANT: Falsification of this document will result in denial and other remedies available under City Code.**

Select one:

The M/W/DBE Subcontractor listed above **IS NOT** subcontracting any portions of the above-stated scope of work(s). (Continue to Part 3.)The M/W/DBE Subcontractor listed above **IS** subcontracting certain portions of the above stated scope of work(s) to:

(1) Company name: _____

Full address: _____

Street number and name

City, State and Zip Code

Primary contact: _____

Name

Phone

a) This subcontractor is (select one): ☐ MBE ☐ WBE ☒ DBE ☐ N/A

i: If this subcontractor is an M/W/DBE certified with the City of Kansas City, Missouri, a separate Letter of Intent must be attached to this document.

ii. If this subcontractor is NOT a certified M/W/DBE certified with the City of Kansas City, Missouri, the firm must still be listed for reporting purposes but a Letter of Intent is not required.

b) Scope of work to be performed: _____

c) The dollar value of this agreement is: _____

PART 3:

**NOTE: SIGNATURES AND NOTARIZATIONS REQUIRED FOR NEW LETTERS OF INTENT (LOI);
SIGNATURES ONLY FOR UPDATED LOI (ADDING VALUE TO EXISTING CONTRACT).**

PRIME CONTRACTOR BUSINESS NAME: Mark One Electric Inc.

Rosana Privitera Biondo Rosana Privitera Biondo
Signature: Prime Contractor Print Name
President 4/4/2023
Title Date

State of Missouri)

County of Jackson)

I, Keli Renee Kline, state that the above and foregoing is based on my best knowledge and belief.

Subscribed and sworn to before me, a notary public, on this 5th
day of April, 2023

My Commission Expires: 08-22-2023

Keli Renee Kline
Notary Public

STAMP:



MWDBE SUBCONTRACTOR BUSINESS NAME: ALPHA ENERGY AND ELECTRIC, INC

GABRIEL OKAFOR GABRIEL OKAFOR
Signature: Subcontractor Print Name
President 4/5/23
Title Date

State of Missouri)

County of Jackson)

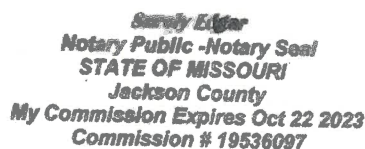
I, Surely Edgar, state that the above and foregoing is based on my best knowledge and belief.

Subscribed and sworn to before me, a notary public, on this 5th
day of April, 2023

My Commission Expires: Oct 22, 2023

Surely Edgar
Notary Public

STAMP:





LETTER OF INTENT TO SUBCONTRACT

Check one:	
Original LOI:	☐
Updated LOI:	☐

Project Name/Title WSD Administration Bldg. & IT Improvements & ADA Compliance

Project Location/Number 81000817/1682

PART 1: Prime Contractor Hartline Construction, LLC

agrees to enter into a contractual agreement with M/W/DBE Subcontractor AGP who will provide the following goods/services in connection with the above-reference contract: [Insert a brief narrative describing goods/services to be provided. Broad Categorizations (e.g., "electrical," "plumbing," etc.) or the listing of NAICS Codes in which M/W/DBE Subcontractor is certified are insufficient and may result in denial of this Letter of Intent to Subcontract.]
Aluminum Storefront and Glazing

for an estimated amount of \$ 144,900.00 (or _____ % of the total estimated contract value.)

M/WBE Vendor type: ☒ Subcontractor/manufacturer (counts as 100% of contract value towards goals)
☐ Supplier (counts as 60% of the total dollar amount paid or to be paid by a prime contractor for supplies or goods towards goals)
☐ Broker (counts as 10% of the total dollar amount paid or to be paid by a prime contractor for supplies or goods towards goals)

M/W/DBE Subcontractor is, to the best of Prime Contractor's knowledge, currently certified with the City of Kansas City's Civil Rights & Equal Opportunity Department to perform in the capacities indicated herein. Prime Contractor agrees to utilize M/W/DBE Subcontractor in the capacities indicated herein, and M/W/DBE Subcontractor agrees to work on the above-referenced contract in the capacities indicated herein, contingent upon award of the contract to Prime Contractor.

PART 2: This section is to be completed by the M/W/DBE subcontractor listed above. Please attach additional sheets as needed for more than one intended sub-tier contract. **IMPORTANT: Falsification of this document will result in denial and other remedies available under City Code.**

Select one: ☒ The M/W/DBE Subcontractor listed above **IS NOT** subcontracting any portions of the above-stated scope of work(s). (Continue to Part 3.)
☐ The M/W/DBE Subcontractor listed above **IS** subcontracting certain portions of the above stated scope of work(s) to:

(1) Company name: _____

Full address: _____
Street number and name City, State and Zip Code

Primary contact: _____
Name Phone

a) This subcontractor is (select one): ☐ MBE ☐ WBE ☐ DBE ☐ N/A

i: If this subcontractor is an M/W/DBE certified with the City of Kansas City, Missouri, a separate Letter of Intent must be attached to this document.

ii. If this subcontractor is NOT a certified M/W/DBE certified with the City of Kansas City, Missouri, the firm must still be listed for reporting purposes but a Letter of Intent is not required.

b) Scope of work to be performed: _____

c) The dollar value of this agreement is: _____

PART 3:

**NOTE: SIGNATURES AND NOTARIZATIONS REQUIRED FOR NEW LETTERS OF INTENT (LOI);
SIGNATURES ONLY FOR UPDATED LOI (ADDING VALUE TO EXISTING CONTRACT).**

PRIME CONTRACTOR BUSINESS NAME: Hartline Construction, LLC

Signature: Prime Contractor

Owner and President

Title

Jennifer G. Hart

Print Name

4/4/2023

Date

State of Missouri)

County of Jackson)

I, Cheyenne Burchett,
and belief.

state that the above and foregoing is based on my best knowledge

Subscribed and sworn to before me, a notary public, on this
day of April, 2023

My Commission Expires: 9/27/2025

Notary Public

STAMP:

MWDBE SUBCONTRACTOR BUSINESS NAME: AGP, Inc.

Signature: Subcontractor

President

Title

Sherry Hankinson

Print Name

4/5/2023

Date

State of MO)

County of Newton)

I, Tyler Ewy,
and belief.

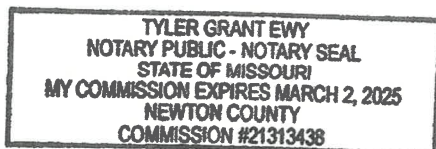
state that the above and foregoing is based on my best knowledge

Subscribed and sworn to before me, a notary public, on this
day of April, 2023

My Commission Expires: March 2, 2025

Notary Public

STAMP:





LETTER OF INTENT TO SUBCONTRACT

Check one:	
Original LOI:	☐
Updated LOI:	☐

Project Name/Title WSD Administration Bldg. & IT Improvements & ADA Compliance

Project Location/Number 81000817/1682

PART 1: Prime Contractor Hartline Construction, LLC agrees to enter into a contractual agreement with M/W/DBE Subcontractor DiverseID, LLC who will provide the following goods/services in connection with the above-reference contract: [Insert a brief narrative describing goods/services to be provided. Broad Categorizations (e.g., "electrical," "plumbing," etc.) or the listing of NAICS Codes in which M/W/DBE Subcontractor is certified are insufficient and may result in denial of this Letter of Intent to Subcontract.]

Signage

for an estimated amount of \$ \$ 4,600.00 (or _____ % of the total estimated contract value.)

M/WBE Vendor type:

☒	Subcontractor/manufacture (counts as 100% of contract value towards goals)
☐	Supplier (counts as 60% of the total dollar amount paid or to be paid by a prime contractor for supplies or goods towards goals)
☐	Broker (counts as 10% of the total dollar amount paid or to be paid by a prime contractor for supplies or goods towards goals)

M/W/DBE Subcontractor is, to the best of Prime Contractor's knowledge, currently certified with the City of Kansas City's Civil Rights & Equal Opportunity Department to perform in the capacities indicated herein. Prime Contractor agrees to utilize M/W/DBE Subcontractor in the capacities indicated herein, and M/W/DBE Subcontractor agrees to work on the above-referenced contract in the capacities indicated herein, contingent upon award of the contract to Prime Contractor.

PART 2: This section is to be completed by the M/W/DBE subcontractor listed above. Please attach additional sheets as needed for more than one intended sub-tier contract. **IMPORTANT: Falsification of this document will result in denial and other remedies available under City Code.**

Select one: ☒ The M/W/DBE Subcontractor listed above **IS NOT** subcontracting any portions of the above-stated scope of work(s). (Continue to Part 3.)

☐ The M/W/DBE Subcontractor listed above **IS** subcontracting certain portions of the above stated scope of work(s) to:

(1) Company name: DiverseID LLC

Full address: 8121 NW 80th Terrace, Kansas City, MO 64152

Street number and name	City, State and Zip Code
Primary contact: <u>Martina Derra</u>	<u>816.596.2141</u>

Name	Phone
------	-------

a) This subcontractor is (select one): ☐ MBE ☒ WBE ☒ DBE ☐ N/A

i: If this subcontractor is an M/W/DBE certified with the City of Kansas City, Missouri, a separate Letter of Intent must be attached to this document.

ii. If this subcontractor is NOT a certified M/W/DBE certified with the City of Kansas City, Missouri, the firm must still be listed for reporting purposes but a Letter of Intent is not required.

b) Scope of work to be performed: Signage

c) The dollar value of this agreement is: \$4600.00



PART 3:

**NOTE: SIGNATURES AND NOTARIZATIONS REQUIRED FOR NEW LETTERS OF INTENT (LOI);
SIGNATURES ONLY FOR UPDATED LOI (ADDING VALUE TO EXISTING CONTRACT).**

PRIME CONTRACTOR BUSINESS NAME: Hartline Construction, LLC

Signature: Prime Contractor	<u>Jennifer G. Hart</u>
Owner and President	Print Name
Title	<u>4/4/2023</u>
	Date

State of Missouri)

County of Jackson)

I, Cheyenne Burchett, state that the above and foregoing is based on my best knowledge and belief.

Subscribed and sworn to before me, a notary public, on this
day of April, 2023

My Commission Expires: 9/27/2025

Notary Public

STAMP:

MWDBE SUBCONTRACTOR BUSINESS NAME: DiverseID, LLC

<u></u>	<u>Martina Derra</u>
Signature: Subcontractor	Print Name
President/Owner	<u>4 5 2023</u>
Title	Date

State of)

County of)

I, _____, state that the above and foregoing is based on my best knowledge and belief.

Subscribed and sworn to before me, a notary public, on this
day of _____, 20____

My Commission Expires: _____

Notary Public

STAMP:

TIMETABLE FOR MBE/WBE UTILIZATION

(This form should be submitted to the City after contract award.)

I, Jennifer G. Hart, acting in my capacity as Owner and President
(Name) (Position with Firm)
of Hartline Construction, with the submittal of this Timetable, certify that
(Name of Firm)
the following timetable for MBE/WBE utilization in the fulfillment of this contract is correct and true to the best of my knowledge.

ALLOTTED TIME FOR THE COMPLETION OF THIS CONTRACT (Check one only)

15 days	☐	75 days	☐	135 days	☐
30 days	☐	90 days	☐	150 days	☐
45 days	☐	105 days	☐	165 days	☐
60 days	☐	120 days	☐	180 days	☐
Other	<u>420</u>	(Specify)			

Throughout Beginning 1/3
Middle 1/3 Final 1/3
Beginning 1/3 % Middle 1/3 % Final 1/3 %

PLEASE NOTE: Any changes in this timetable require approval of the Civil Rights & Equal Opportunity Department in advance of the change.

If you have any questions regarding the completion of this form, please contact the Civil Rights & Equal Opportunity Department at: (816) 513-1836.

[Signature]
(Signature)

OWNER / PRESIDENT
(Position with Firm)

4/4/2023
(Date)



KANSAS CITY
MISSOURI

AFFIDAVIT OF TRAINING PROGRAM

This form must be submitted with 48 hours of Bid Opening

Bidder Hartline Construction, LLC

Project Title and Number KC Admin Building & T Improvements and ADA Compliance

STATE OF MISSOURI)
) ss:
COUNTY OF Jackson)

After being duly sworn the person whose name and signature appears below hereby states under penalty of perjury that:

1. I am the duly authorized officer of the business indicated above ("Bidder") and I make this affidavit on behalf of Bidder.
2. Bidder certifies that it presently participates in a training program that facilitates entry into the construction industry and which may include an on-the-job or in-house training program, further described as follows:

All Contractors are Union signatory to local unions, Carpenters, Laborers, Painters, Plumbers, Pipe fitters, Electricians.

W/ TRAINING MANDATORY

(attach additional pages, if necessary)

3. If requested by the City, Bidder agrees to provide City further documentation of, or other information about, this training program within 48 hours of the request.
4. Bidder acknowledges that failure to submit this form to the City within 48 hours of the Bid Opening will automatically render its bid non-responsive.

I am authorized to make this Affidavit on behalf of the Bidder named below as:

Jennifer G. Hart of Hartline Construction
(Title) (Name of Bidder)

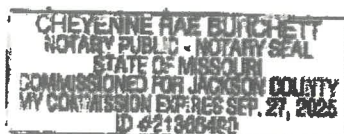
Dated: 4/4/2023 By: Cheyenne Rae Burchett
(Affiant)

Subscribed and sworn to before me this 4th day of April, 2023.

My Commission Expires: 09/27/2025

Cheyenne Rae Burchett

Notary Public



AFFIRMATIVE ACTION PROGRAM AFFIDAVIT
(required for any contractor with 50 or more employees and
a contract with the City of Kansas City, Missouri, in excess of \$300,000.00)

STATE OF Missouri)
) ss
COUNTY OF Jackson)

On this 4th day of April, 2023, before me appeared
Jennifer Garrett Hart, personally known by me or otherwise
proven to be the person whose name is subscribed on this affidavit and who, being duly sworn,
stated as follows:

I am of sound mind, capable of making this affidavit, and personally swear or affirm that
the statements made herein are truthful to the best of my knowledge. I am the
Owner and President Hartline Construction, LLC
(title) of _____
(business entity) and I am duly authorized, directed or empowered to act with full authority on
behalf of the business entity in making this affidavit.

I hereby swear or affirm that [*enter business entity name*] has an affirmative action
program (the "Program") in place and will maintain the Program for the duration of its contract
with the City of Kansas City, Missouri ("City") as required by Chapter 3 of the City's Code of
Ordinances.

I hereby additionally swear or affirm that attached hereto is a true copy of the Program.

I hereby additionally swear or affirm that the business entity shall not discriminate
against any employee or applicant for employment because of race, color, sex, religion, national
origin or ancestry, disability, sexual orientation, gender identity or age in a manner prohibited by
Chapter 3 of the City's Code of Ordinances.

I acknowledge that I am signing this affidavit as the free act and deed of the business
entity and that I am not doing so under duress.

Jennifer G. Hart

Affiant's signature

Subscribed and sworn to before me this 4th day of April, 2023.

Cheyenne Rae Burchett

Notary Public

My Commission expires:

