



Project Number-60XXX038
PDW HVAC Preventative Maintenance & Repair

CREO Document Upload:#1

Subject: CUP/LOI Document Upload | Contract WSDEV4575
Initiator: Newman-Buckner, Marzella
Date Created: 06.29.2026 11:49AM
Department: Water Services

Process Information

Document Type: CUP/LOI
Date Submitted: 06.29.2026
Date Received: 06.11.2026
Contract Number: WSDEV4575
Prime Contractor: LIPPERT MECHANICAL SERVICE COR
Amount of Project: 2800000.00
%MBE 12
%WBE 12
%DBE

Special Instructions:
see Scope attached

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

Date: 06-29-26

Form Prepared By: Marzella N. Buckenr

Contract/Project Number: EV4575/60XXX038		Developer/Prime: Lippert Mechanical Services	
Project Name: PDW HVAC Preventative Maintenance & Repair		Contact Information: Justin Ricketts	
Final Contract Value: 2,800,000.00		Address: 1215 W.12th St. Ste. 225 KCMO 64101	
Funding:	☒ City	☐ State	☐ Federal
Project Requirements:	☒ M/WBE	☐ DBE	☐ Section 3
Tax Incentive:	☐ LCRA	☐ TIF	☐ PIEA
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>12</u> %	MBE: <u>12</u> %
WBE: <u>12</u> %	WBE: <u>12</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:

Repair services will be handled on an as-needed basis. Contractor will inspect the equipment in need of repair, prepare an estimate of services including labor and materials needed, submit to WSD project manager for review and approval to proceed. No work shall proceed without prior approval by the WSD project manager, or his/her designee, for this contract. The maintenance for HVAC will be used for Water Dept. facilities.

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☐ Disapproved12 % MBE12 % WBE

____ % DBE

The Request for Good Faith Efforts Waiver is:☐ Approved☐ Disapproved☒ Not Applicable**Appeal Sent to FICB or Incentive Agency?**☐ Yes

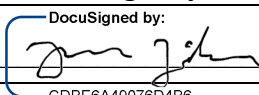
____ FICB

____ Incentive Agency

☐ No

CREO Signature: _____

DocuSigned by:


Date: 7/9/2026**Comments:**

CREO EEI CM approves this CUP at 12% MBE and 12% WBE.




Inter-Departmental Communication

Date: July 9, 2026

To: Councilman Kevin O'Neill; Chair; Transportation. Infrastructure & Operations Committee

From: Jaime Guillen; Director; Civil Rights & Equal Opportunity Department

Subject: CUP Summary – PDW HVAC Preventative Maintenance & Repair

CONTRACTOR:	Lippert Mechanical Services
Address:	1215 W 12 th St., Ste. 225 Kansas City, MO 64101
Contract #	EV4575 / 60XXX038
Contract Type:	Facilities Maintenance/Repair/Renovation
Project Title:	PDW HVAC Preventative Maintenance & Repair
Contract Amount:	\$2,800,000.00
MBE Goal	12%
WBE Goal:	12%
Total MBE Achieved:	12%
Total WBE Achieved:	12%

MBE SUBCONTRACTORS:

Name:	Alexander Mechanical, Inc.	
Address:	10801 N Pomona Ave. Kansas City, MO 64153	
Scope of Work:	Mechanical and HVAC Services	
Subcontract Percentage:	4% / \$112,000.00	
Ownership:	Alexander, William	
Structure:	African American Male	Code: 15

MBE SUBCONTRACTORS:

Name:	Whatever It Takes Electrical Contractors, LLC	
Address:	9709 E 56 th St. Raytown, MO 64133	
Scope of Work:	Electrical Services	
Subcontract Percentage:	4% / \$112,000.00	
Ownership:	Rolls, John	
Structure:	African American Male	Code: 15

MBE SUBCONTRACTORS:

Name: Vazquez Commercial Contracting, LLC
Address: 3303 Gillham Rd.
Kansas City, MO 64109
Scope of Work: Mechanical HVAC Services, and Project Management
Subcontract Percentage: 4% / \$112,000.00
Ownership: Vazquez, Joe
Structure: African American Male Code: 2

WBE SUBCONTRACTORS:

Name: Pro Mechanical
Address: 107 SE 12th St.
Oak Grove, MO 64075
Scope of Work: HVAC Maintenance and Repair Services
Subcontract Percentage: 12% / \$336,000.00
Ownership: Remington, Susan
Structure: Caucasian Female Code: 13

Note:**Comments:**

The prime contractor has submitted a CUP (Contractor Utilization Plan) meeting the project goals of 12% MBE and 12% WBE. The Prime Contractor is meeting the MBE goal of 12% with 12% MBE participation. The Prime Contractor is meeting the WBE goal of 12% with 12% WBE participation. Based on the preceding information, CREO KC EEI approves this CUP with 12% MBE and 12% WBE.