



CONTRACTOR UTILIZATION PLAN/REQUEST FOR WAIVER

Project Number 60800052

Project Title Drinking Water Service Line Materials Inventory

City of Kansas City, Missouri
(Department Project)

KC Water Services
Department

AECOM Technical Services, Inc.
(Bidder/Proposer)

STATE OF Missouri)

COUNTY OF Jackson) ss

I, Janet Strickland, PE, BCEE, 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:

BIDDER/PROPOSER PARTICIPATION: 10 % MBE 10 %
WBE

POST-BID/POST-RFP ESTIMATED BUDGET: \$ 1,739,000.00

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*)

Name of M/WBE Firm TREKK Design Group, LLC (WBE)

Address 1441 E 104th St, Kansas City, MO 64131

Telephone No. 816-874-4655

I.R.S. No. 43-1953275



1 Name of M/WBE Firm Parson + Associates (MBE)
 Address 1780 Woodland Ave, Kansas City, MO 64108
 Telephone No. 816-216-6571
 I.R.S. No. 33-1169076

2 Name of M/WBE Firm Taliaferro & Browne, Inc. (MBE) (potential for future phases)
 Address 1020 E. 8th Street, Kansas City, MO 64106
 Telephone No. 816-283-3456
 I.R.S. No. 48-0758891

3 Name of M/WBE Firm _____
 Address _____
 Telephone No. _____
 I.R.S. No. _____

4 Name of M/WBE Firm _____
 Address _____
 Telephone No. _____
 I.R.S. No. _____

5 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
<u>Parson + Associates</u>	_____	<u>\$ 173,900.00</u>	<u>\$ 173,900.00</u>	<u>10.00</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____



TOTAL MBE \$ / TOTAL MBE %:	\$ <u>173,900.00</u>	<u>10.00</u> %
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WBE FIRMS:

Name of WBE Firm	Supplier/Broker/Contractor	Subcontract Amount*	Weighted Value**	% of Total Contract
<u>TREKK Design Group</u>	<u></u>	<u>\$ 173,900.00</u>	<u>\$ 173,900.00</u>	<u>10.00</u>
<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
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<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
TOTAL WBE \$ / TOTAL WBE %:		\$ <u>173,900.00</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.

- 5. 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

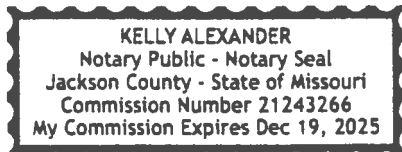
6. Bidder/Proposer acknowledges that it is responsible for considering the effect that any change orders and/or amendments changing the total contract amount may have on its ability to meet or exceed the Bidder/Proposer participation. Bidder/Proposer further acknowledges that it is responsible for submitting 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: Janet Strickland, PE, BCEE
 Address: 2380 McGee Street, Suite 200
Kansas City, Missouri 64108
 Phone Number: 816-410-6380
 Facsimile number: 816-561-2863
 E-mail Address: janet.strickland@aecom.com

By: *Janet Strickland*
 Title: Principal-in-Charge
 Date: February 17, 2023
 (Attach corporate seal if applicable)

Subscribed and sworn to before me this 17th day of February, 2023.

My Commission Expires: December 19, 2025 *Kelly Alexander*
 Notary Public





LETTER OF INTENT TO SUBCONTRACT

Check one:	
Original LOI:	<input checked="" type="checkbox"/>
Updated LOI:	<input type="checkbox"/>

Project Name/Title Drinking Water Service Line Materials Inventory

Project Location/Number 9741 / 60800052

PART I: Prime Contractor AECOM Technical Services, Inc. agrees to enter into a contractual agreement with M/W/DBE Subcontractor Parson + Associates 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.]

Public engagement including project coordination, preparation of a community outreach plan, development of an information website page, community stakeholder meetings, and City call center support.

for an estimated amount of \$ 173,900 (or 10 % 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: AECOM Technical Services, Inc.

Janet Strickland
Signature: Prime Contractor
Principal-in-Charge
Title

Janet Strickland
Print Name
2/17/2023
Date

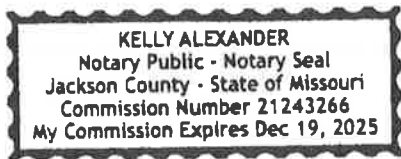
State of Missouri)
County of Jackson)

I, Janet Strickland, PE, BCEE, 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 17th day of Feb, 2023

My Commission Expires: December 19, 2025 Kelly Alexander
Notary Public

STAMP:



MWDBE SUBCONTRACTOR BUSINESS NAME: Parson + Associates

Robert "Jason" Parson
Signature: Subcontractor
Pr Int
Title

Robert "Jason" Parson
Print Name
16 Feb 23
Date

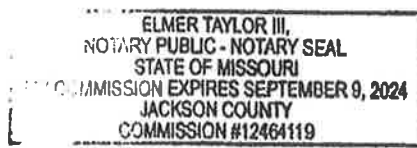
State of Missouri)
County of JACKSON)

I, Jason Parson, 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 16th day of Feb, 2023

My Commission Expires: September 9, 2024 Elmer Taylor III
Notary Public

STAMP:





LETTER OF INTENT TO SUBCONTRACT

Check one:
 Original LOI:
 Updated LOI:

Project Name/Title Drinking Water Service Line Materials Inventory
 Project Location/Number 9741 / 60800052

PART 1: Prime Contractor AECOM Technical Services, Inc. agrees to enter into a contractual agreement with M/W/DBE Subcontractor TREKK Design Group, 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.]
Project coordination and meetings. Field investigation tasks including planning, development of contract documents, procurement assistance, and pre-construction planning. Also includes City ordinance review including review of plumbing and building codes relevant to service line materials.

for an estimated amount of \$ 173,900 (or 10 % 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: AECOM Technical Services, Inc.

Janet Strickland
Signature: Prime Contractor
Principal-in-Charge
Title

Janet Strickland
Print Name
2/17/2023
Date

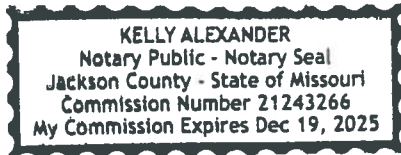
State of Missouri)
County of Jackson)

I, Janet Strickland, PE, BCEE, 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 17th day of Feb, 2023

My Commission Expires: December 19, 2025 Kelly Alexander
Notary Public

STAMP:



MWD BE SUBCONTRACTOR BUSINESS NAME: TREKK Design Group, LLC

Lucas Gillen
Signature: Subcontractor
ASSOCIATE
Title

LUCAS GILLEN
Print Name
2/16/23
Date

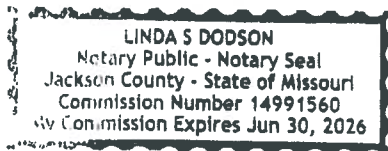
State of Missouri)
County of Jackson)

I, Linda S Dodson, 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 16th day of February, 2023

My Commission Expires: 6/30/2026 Linda S Dodson
Notary Public

STAMP:



TIMETABLE FOR MBE/WBE UTILIZATION

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

I, Janet Strickland, PE, BCEE, acting in my capacity as Principal-In-Charge
(Name) *(Position with Firm)*
of AECOM Technical Services, Inc., 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	<input type="checkbox"/>	75 days	<input type="checkbox"/>	135 days	<input type="checkbox"/>
30 days	<input type="checkbox"/>	90 days	<input type="checkbox"/>	150 days	<input type="checkbox"/>
45 days	<input type="checkbox"/>	105 days	<input type="checkbox"/>	165 days	<input type="checkbox"/>
60 days	<input type="checkbox"/>	120 days	<input type="checkbox"/>	180 days	<input type="checkbox"/>
Other	<u>730 days</u> (Specify)				

Throughout the 730 days (100%) 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.

Janet Strickland
(Signature)

Principal-In-Charge
(Position with Firm)

February 17, 2023
(Date)

