



## Interdepartmental Communication

**DATE:** April 19, 2023

**TO:** Edwina Jones Acting Director, Civil Rights and Equal Opportunity

**FROM:** Marzella Newman-Buckner, Contract Administration

**SUBJECT:** Contract /Project No.9746-1 /60800054 – Valve Straighten and Distribution System Repairs Renewal No.1

Year One (1st renewal) for the subject contract according to agreement with Shedigs It, LLC. We recommend a First renewal year. The contractor will use the same subcontractors with no modification nor waiver requested. We recommend the City move forward with this contract in the amount of \$500,000.00.

- This is a prevailing wage contract.
- Bonds are required. (performance and maintenance bond & payment bond)
- The goals are set at 11% MBE and 11% WBE.
- Currently, Shedigs It, LLC., goals for renewal No. 1 are MBE 11% and WBE 11%
- Note goals will be met, on current contract 9746
- The Current Annual Spend under the contract is \$500,000.00

The contract renewal information available upon request.

Approved:  5/11/2023  
DocuSigned by:  
SAFE0864B03641A...  
**(CREO Dept. - Director)**

RFM approved to substitute Abay Construction for Diggs Construction.

cc: Jason Wright, Project Manager



**Inter-Departmental Communication**

Date: May 11, 2023

To: Mayor Quinton Lucas; Chair: Transportation, Infrastructure & Operations Committee

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

Subject: Revised CUP Summary for Renewal 1 #:

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**CONTRACTOR:** She Digs It, LLC  
Address: 600 SE Central Dr.  
Blue Springs, MO 64014  
Contract #: 9746-1 / 60800054 – Valve Straighten & Distribution System Repairs, Renewal 1  
Contract Amount: \$500,000.00  
MBE Goal: 11%  
WBE Goal: 11%  
Total MBE Achieved: 11%  
Total WBE Achieved: 11%

**MBE SUBCONTRACTORS:**

Name: Abay Construction, Inc.  
Address: 400 E. Red Bridge Rd., Suite 215  
Kansas City, MO 64131  
Scope of Work: Water System Repairs  
Dollar Amount: \$55,000  
Ownership: Tekeste, Tehawerk  
Structure: African-American Female Code: 19

**WBE SUBCONTRACTORS:**

Name: She Digs It, LLC  
Address: 600 SE Central Dr., Suite 215  
Blue Springs, MO 64014  
Scope of Work: Project Management / Water System Repairs  
Dollar Amount: \$55,000  
Ownership: Gerstner, Cheryl  
Structure: Caucasian Female Code: 27

**Comments:**

According to B2G, the prime contractor is achieving the following participation on the original contract:

Dollars paid to prime contractor by City to date: \$465,253.08

Dollars paid to MBE by prime contractor to date: \$55,090.69 for 12% MBE.

Page 2: 9746-1 / 60800054 – Valve Straighten & Distribution System Repairs,  
Renewal 1

Dollars paid to prime contractor for WBE credit: \$410,253.08 for 88% WBE.



# LETTER OF INTENT TO SUBCONTRACT

Project Name/Title Valve Straightening and Water Distribution System Repairs

Project Location/Number 60800054/9746

Check one:

Original LOI:

Updated LOI:

**PART I:** Prime Contractor SheDigsIt, LLC agrees to enter into a contractual agreement with M/W/DBE Subcontractor Abay Construction 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.]  
Water System Repairs

for an estimated amount of \$ 55,000 (or 11 % 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: SheDigsIt, LLC

[Signature]  
Signature: Prime Contractor

Cheryl Gebner  
Print Name

[Signature]  
Title

4/21/2023  
Date

State of MO )

County of Jackson )

I, Kris Johnson, 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 ~~03/01/2026~~ 21st day of April, 20 23

My Commission Expires: 03/01/2026

[Signature]  
Notary Public

STAMP:

KRISTOPHER KYLE JOHNSON  
NOTARY PUBLIC - NOTARY SEAL  
STATE OF MISSOURI  
MY COMMISSION EXPIRES MARCH 1, 2026  
JACKSON COUNTY  
COMMISSION #22237570

MWDBE SUBCONTRACTOR BUSINESS NAME: Abay Construction

[Signature]  
Signature: Subcontractor

Henok Tekeste  
Print Name

V. president  
Title

04/20/2023  
Date

State of Missouri )

County of Jackson )

I, Laura Robinson, 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, 20 23

My Commission Expires: 11/08/2026

[Signature]  
Notary Public

STAMP:

LAURA L. ROBINSON  
Notary Public - Notary Seal  
STATE OF MISSOURI  
Commissioned for Jackson County  
My Commission Expires: 11/08/2026  
ID #14438678



# LETTER OF INTENT TO SUBCONTRACT

Check one:

Original LOI:

Updated LOI:

Project Name/Title Valve Straightening and Water Distribution System Repairs

Project Location/Number 60800054/9746

**PART I:** Prime Contractor SheDigsIt, LLC agrees to enter into a contractual agreement with M/W/DBE Subcontractor SheDigsIt, 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.]

Prime Contractor - Water System Repairs

for an estimated amount of \$ 55,000+ (or 11+ % 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)
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(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.

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PRIME CONTRACTOR BUSINESS NAME: SheDigsIt, LLC

[Signature]  
Signature: Prime Contractor

Cheryl Gerstner  
Print Name

Operating Manager  
Title

4/14/2023  
Date

State of MO )

County of Jackson )

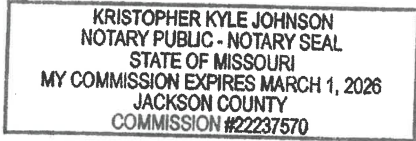
I, Kris Johnson, state that the above and foregoing is based on my best knowledge and belief.

Subscribed and sworn to before me, a notary public, on this 20<sup>th</sup> day of April, 2023

My Commission Expires: 03/01/2026

[Signature]  
Notary Public

STAMP:



MWDBE SUBCONTRACTOR BUSINESS NAME: SheDigsIt, LLC

[Signature]  
Signature: Subcontractor

Cheryl Gerstner  
Print Name

Operating Manager  
Title

4/20/2023  
Date

State of MO )

County of Jackson )

I, Kris Johnson, 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 20<sup>th</sup> day of April, 2023

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[Signature]  
Notary Public

STAMP:

