



*CREO Document Submittal Project

CREO Document Submittal for Non e-Builder Projects: #2721

Subject: CUP/LOI (Contract Utilization Plan/Letter of Intent) Document Upload | Contract EV4375 Household Hazardous Waste Operation | EV4375 Household Hazardous Waste Operation
Creator: Figeroid, Mary
Date Created: 03.24.2026 12:09PM
Process Date Due:
Open: Yes

Accepted By:
Current Step: CREO MM CUP/LOI
Status: Approved
Date Due:

Comments

Comment By: Tanner Treiber, CITY OF KANSAS CITY
5/11/2026 12:51:27 PM

A document was attached
Comment By: Tanner Treiber, CITY OF KANSAS CITY
5/11/2026 12:50:03 PM

A document was attached
Comment By: Mary Figeroid, CITY OF KANSAS CITY
4/28/2026 7:48:00 AM

4 documents were attached.
Comment By: Mary Figeroid, CITY OF KANSAS CITY
4/28/2026 7:46:54 AM

A document was attached

CREO - Division of Economic Equity & Inclusion

Contractor Utilization Plan Approval Form

Prepared by: Azan Ahmed

e-Builder users: Approval Form must be completed and attached in PDF format where indicated. CUP/LOIs must be attached where indicated, or as supporting documents.

Date: 12/18/25

Contract/Project Number: EV4375	Project Name: Household Hazardous Waste Operation
Developer/Prime: ARCWOOD Environmental LLC	Contact Name:
Address: 8525 NE 38th Street KCMO 64161	Email: Tanyac@arcwoodenviro.com

Full Contract Value: \$ 1,470,379.16

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>11</u> %
WBE: <u>11</u> %	WBE: XXXX % 4.4 % 
Non-certified firms: ____%	Non-certified firms: ____%

Contract Type (select one): ☐ Construction ☐ Design-Build ☐ Design Professional ☐ Professional Services
☒ General Services ☐ Facilities Maintenance/Repair/Renovation ☐ Concessions ☐ Co-operative
☐ Revenue Sharing ☐ Non-Municipal Agency ☐ Other Goods & Services ☐ Other _____

Project Manager: Jessica Jensen

Email: Jessica.jensen@kcmo.org

Additional Information:

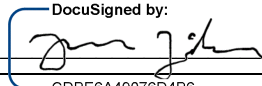
This document is submitted with all available facts. Intentionally falsifying this document or omitting pertinent facts is grounds for disciplinary action pursuant to KCMO Human Resources Rules & Policy Manual (eff. August 4, 2014).

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

☒ Approved	☐ Disapproved
<u>11</u> % MBE	<u>4</u> % WBE
	<u> </u> % DBE

The Request for Good Faith Efforts Waiver is:

☒ Approved	☐ Disapproved	☐ Not Applicable
Appeal Sent to FICB or Incentive Agency? ☐ Yes <u> </u> FICB <u> </u> Incentive Agency ☒ No		

CREO Signature: 

DocuSigned by:

Date: 5/11/2026

Comments:

CREO EEI approves this CUP at 11% MBE and 4% WBE. See GFE attached with CUP memo.



Contractor Utilization Plan (CUP) MUST be submitted to CREO prior to being posted on docket for review & approval from Council.

CREO EEI Contractor Utilization Plan Approval Form REVISED 12-01-2023

Inter-Departmental Communication

Date: May 11, 2026

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

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

Subject: CUP Summary – Household Hazardous Waste Operation

CONTRACTOR: Arcwood Environmental, LLC
Address: 8525 NE 38th St.
Kansas City, MO 64161
Contract # EV4375
Project Title: Household Hazardous Waste Operation
Contract Amount: \$1,470,379.16
MBE Goal 11%
WBE Goal: 11%
Total MBE Achieved: 11%
Total WBE Achieved: 4%

MBE SUBCONTRACTORS:

Name: Genesis Environmental Solutions, Inc.
Address: 8422 S. 7 Highway
Blue Springs, MO 64014
Scope of Work: Transportation and Disposal of Latex Paint to the Waste-to-Energy Facility
Subcontract Percentage: 10%
Ownership: Thomas, M. Shaun
Structure: Native American Male Code: 17

MBE SUBCONTRACTORS:

Name: Midwest Contract Services, Inc.
Address: 4200 E. 31st St.
Kansas City, MO 64128
Scope of Work: Janitorial, Facility Maintenance, and Lawn & Snow Removal Services
Subcontract Percentage: 1%
Ownership: Walker, Michael
Structure: African American Male Code: 15

WBE SUBCONTRACTORS:

Name: Grafton, Inc.
Address: 6801 W. 121st St.
Overland Park, KS 66209
Scope of Work: Temp Staffing for Professionals at the HHW Facility
Subcontract Percentage: 3%
Ownership: Carroll, Carol
Structure: Caucasian Female Code: 27

WBE SUBCONTRACTORS:

Name: New Horizons Enterprises, LLC
Address: 2316 Troost
Kansas City, MO 64108
Scope of Work: Environmental Consulting Services
Subcontract Percentage: 1%
Ownership: Isaacson, Stephanie
Structure: Caucasian Female Code:27

Comments:

The prime contractor has submitted a CUP (Contractor Utilization Plan) and a Good Faith Efforts (GFE) due to not meeting the project goals of 11% MBE and 11% WBE. The Prime Contractor is meeting the MBE goal of 11% with 11% MBE participation. The Prime Contractor is not meeting the WBE goal of 11% with 4% WBE participation. The Prime Contractor has submitted a GFE explaining the lack of WBE participation. Based on the preceding information, CREO KC EEI approves this CUP with 11% MBE and 4% WBE.



GFE_Household
Hazardous Waste O