CONTRACTOR UTILIZATION PLAN/REQUEST FOR WAIVER

Project Number 81000955

Project Title Green Infrastructure Project 1-1: Mill Creek Park

City of Kansas City - Water Services Department

(Department Project) Department

HDR Engineering, Inc.

(Bidder/Proposer)

STATE OF Missouri)
) ss
COUNTY OF Jac kson)

I, Joseph E. Drimmel, 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 goals are 15 **% MBE** and 10 **% WBE.** Bidder/Proposer assures that it will utilize a minimum of the following percentages of MBE/WBE participation in the above project:

BIDDER/PROPOSER PARTICIPATION: 15 **% MBE** 10 **% WBE**

3. 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)***

   a. Name of M/WBE Firm DuBois (MBE)
   Address 5737 Swope Parkway, Kansas City, MO 64130
   Telephone No. 816-333-7700
   I.R.S. No. 43-1494206

b. Name of M/WBE Firm TSi Geotechincal, Inc. (WBE)
Address 8248 NW 101st Terrace, #5, Kansas City, MO 64153
Telephone No. 314-276-2623
I.R.S. No. 43-1535463

c. Name of M/WBE Firm Parson & Associates (MBE)
Address 1518 E. 18th Street, Kansas City, MO 64108
Telephone No. 816-216-6571
I.R.S. No. 33-1169076

d. Name of M/WBE Firm TREKK Design Group LLC (WBE)
Address 1441 E. 104th Street, Ste. 105
Telephone No. 816-874-4655
I.R.S. No. 43-1953275

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

f. 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
DuBois	Contractor			8%
Parson & Associates	Contractor			7%

TOTAL MBE $ / TOTAL MBE %: $_____ 15 %

WBE FIRMS:

Name of WBE Firm	Supplier/Broker/Contractor	Subcontract Amount*	Weighted Value**	% of Total Contract
TSi	Contractor			7.5%
TREKK	Contractor			3%

TOTAL WBE $ / TOTAL WBE %: $_____ 10.5 %

*"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 HRD 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: Charles Sievert, PE
Address: 10450 Holmes Rd., Ste. 600
Kansas City, MO 64131
Phone Number: 913-314-0225
Facsimile number: 816-360-2701
E-mail Address: Charles.Sievert@hdrinc.com

By: [signature]
Title: Sr. Vice President
Date: 4/8/21
(Attach corporate seal if applicable)

Subscribed and sworn to before me this 8th day of April, 2021.

My Commission Expires: October 2, 2024 [signature]
Notary Public

JONI L. CAMPBELL
Notary Public - Notary Seal
State of Missouri
Commissioned for Cass County
My Commission Expires: October 02, 2024
Commission Number: 12400350

TIMETABLE FOR MBE/WBE UTILIZATION

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

I, Joseph E. Drimmel (*Name*), acting in my capacity as Sr. Vice President (*Position with Firm*) of HDR Engineering, Inc. (*Name of Firm*), with the submittal of this Timetable, certify that 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 10 months (Specify)

Throughout _____ Beginning 1/3 _____

Middle 1/3 _____ Final 1/3 _____

Beginning 1/3 20 % Middle 1/3 30 % Final 1/3 50 %

PLEASE NOTE: Any changes in this timetable require approval of the Human Relations Department in advance of the change.

If you have any questions regarding the completion of this form, please contact the Department of Human Relations at: (816) 513-1818.

(Signature)

Sr. Vice President

(Position with Firm)

4/8/21

(Date)

CITY OF FOUNTAINS
HEART OF THE NATION
KANSAS CITY
MISSOURI

LETTER OF INTENT TO SUBCONTRACT

Check one:
Original LOI: ☑
Updated LOI: ☐

Project Name/Title Green Infrastructure Proj 1-1: Mill Creek Park

Project Location/Number 81000955

PART I: Prime Contractor HDR Engineering, Inc. agrees to enter into a contractual agreement with M/W/DBE/Section 3 Subcontractor DuBois Consultants, Inc. 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.]

Site Civil, structural

for an estimated amount of $_____ (or 8 % 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/Section 3 Subcontractor is, to the best of Prime Contractor's knowledge, currently certified with the City of Kansas City's Human Relations 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: DuBois Consultants, Inc.

Full address: 5737 Swope Parkway (Street number and name) Kansas City, MO 64130 (City, State and Zip Code)

Primary contact: Ajamu K. Webster (Name) 816-333-7700 (Phone)

a) This subcontractor is (circle 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); <u>SIGNATURES ONLY</u> FOR UPDATED LOI (ADDING VALUE TO EXISTING CONTRACT).

PRIME CONTRACTOR BUSINESS NAME: HDR Engineering, Inc.

Signature: Prime Contractor

Joseph E Drimmel
Print Name

Sr. Vice President
Title

4/8/21
Date

State of Missouri)

County of Jackson)

I, Joni L. Campbell, 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 8th day of April, 2021.

My Commission Expires: October 2, 2024

Joni L. Campbell
Notary Public

STAMP:

JONI L. CAMPBELL
Notary Public - Notary Seal
State of Missouri
Commissioned for Cass County
My Commission Expires: October 02, 2024
Commission Number: 12400350

MWDBE SUBCONTRACTOR BUSINESS NAME: DuBois Consultants

Signature: Prime Contractor

A. Jane L. Webster
Print Name

President
Title

4-8-2021
Date

State of Missouri)

County of Jackson)

I, Lana Talley, 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 8th, 2021.

My Commission Expires: 9/20/2024

Lana A Talley
Notary Public

STAMP:

LANA A TALLEY
NOTARY PUBLIC
NOTARY SEAL
11385512
COMM. EXPIRES 09-20-2024
JACKSON COUNTY
STATE OF MISSOURI

CITY OF FOUNTAINS
HEART OF THE NATION
KANSAS CITY
MISSOURI

LETTER OF INTENT TO SUBCONTRACT

Check one:
Original LOI: ☑
Updated LOI: ☐

Project Name/Title Green Infrastructure Proj 1-1: Mill Creek Park

Project Location/Number 81000955

PART I: Prime Contractor HDR Engineering, Inc. agrees to enter into a contractual agreement with M/W/DBE/Section 3 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 and stakeholder engagement

for an estimated amount of $_____ (or 7 % 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/Section 3 Subcontractor is, to the best of Prime Contractor's knowledge, currently certified with the City of Kansas City's Human Relations 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: Parson & Associates

Full address: 1518 E. 18th Street (Street number and name) Kansas City, MO (City, State and Zip Code)

Primary contact: Robert Parson (Name) 816-216-6571 (Phone)

a) This subcontractor is (circle 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: HDR Engineering, Inc.

Signature: Prime Contractor

Joseph E Drimmel
Print Name

Sr. Vice President
Title

4/8/21
Date

State of Missouri)

County of Jackson)

I, Joni L. Campbell, 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 8th day of April, 2021

My Commission Expires: October 2, 2024

Joni L. Campbell
Notary Public

STAMP:

JONI L. CAMPBELL
Notary Public - Notary Seal
State of Missouri
Commissioned for Cass County
My Commission Expires: October 02, 2024
Commission Number: 12400350

MWDBE SUBCONTRACTOR BUSINESS NAME: Parson & Associates

Signature: Prime Contractor

Robert "Jason" Parson
Print Name

Pres.ht
Title

8 April 21
Date

State of Missouri)

County of Jackson)

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 8th day of April, 2021

My Commission Expires: Sept 09, 2024

Elmer Taylor III
Notary Public

STAMP:

ELMER TAYLOR III
NOTARY PUBLIC - NOTARY SEAL
STATE OF MISSOURI
MY COMMISSION EXPIRES SEPTEMBER 9, 2024
JACKSON COUNTY
COMMISSION #12464119

CITY OF FOUNTAINS
HEART OF THE NATION

KANSAS CITY
MISSOURI

LETTER OF INTENT TO SUBCONTRACT

Check one:	
Original LOI:	X
Updated LOI:	

Project Name/Title Green Infrastructure Proj 1-1: Mill Creek Park

Project Location/Number 810009555

PART 1: Prime Contractor HDR Engineering, Inc. agrees to enter into a contractual agreement with M/W/DBE/Section 3 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.]

Field Sruvey, Utility coordination, site civil

for an estimated amount of $_____ (or 3 % of the total estimated contract value.)

M/WBE Vendor type:

- [x] 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/Section 3 Subcontractor is, to the best of Prime Contractor's knowledge, currently certified with the City of Kansas City's Human Relations 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:

- [x] 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: TREKK Design Group, LLC

Full address: 1411 E. 104th Street (Street number and name) Kansas City, MO 64131 (City, State and Zip Code)

Primary contact: Kimberly Robinett (Name) 816-874-4655 (Phone)

a) This subcontractor is (circle 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); <u>SIGNATURES ONLY</u> FOR UPDATED LOI (ADDING VALUE TO EXISTING CONTRACT).

PRIME CONTRACTOR BUSINESS NAME: HDR Engineering, Inc.

Signature: Prime Contractor

Joseph E Drimmel
Print Name

Sr. Vice President
Title

4/8/21
Date

State of Missouri)

County of Jackson)

I, Joni L. Campbell, 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 8th day of April, 2021

My Commission Expires: October 2, 2024

Joni L. Campbell
Notary Public

STAMP:

JONI L. CAMPBELL
Notary Public - Notary Seal
State of Missouri
Commissioned for Cass County
My Commission Expires: October 02, 2024
Commission Number: 12400350

MWDBE SUBCONTRACTOR BUSINESS NAME: TREKK Design Group, LLC

Signature: Prime Contractor

Kimberly Robnett
Print Name

Managing Partner / CEO
Title

4/8/21
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 8th day of April, 2021

My Commission Expires: 6/30/2022

Linda S Dodson
Notary Public

STAMP:

NOTARY PUBLIC NOTARY SEAL STATE OF MISSOURI

LINDA S DODSON
My Commission Expires
June 30, 2022
Jackson County
Commission #14991580

CITY OF FOUNTAINS
HEART OF THE NATION
KANSAS CITY
MISSOURI

LETTER OF INTENT TO SUBCONTRACT

Check one:
Original LOI: ☑
Updated LOI: ☐

Project Name/Title Green Infrastructure Proj 1-1: Mill Creek Park

Project Location/Number 81000955

PART I: Prime Contractor HDR Engineering, Inc. agrees to enter into a contractual agreement with M/W/DBE/Section 3 Subcontractor TSi Geotechnical, Inc. 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.]

Geotechnical

for an estimated amount of $_____ (or 7.5 % 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/Section 3 Subcontractor is, to the best of Prime Contractor's knowledge, currently certified with the City of Kansas City's Human Relations 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: TSi Geotechnical, Inc.

Full address: 8248 NW 101st Terrace #5 Kansas City, MO 64153
(Street number and name; City, State and Zip Code)

Primary contact: Denise Hervey 816-599-795
(Name; Phone)

a) This subcontractor is (circle 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: HDR Engineering, Inc.

Signature: Prime Contractor

Joseph E Drimmel
Print Name

Sr. Vice President
Title

4/8/21
Date

State of Missouri)

County of Jackson)

I, Joni L. Campbell, 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 8th day of April, 2021

My Commission Expires: October 2, 2024

Joni L. Campbell
Notary Public

STAMP:

JONI L. CAMPBELL
Notary Public - Notary Seal
State of Missouri
Commissioned for Cass County
My Commission Expires: October 02, 2024
Commission Number: 12400350

MWDBE SUBCONTRACTOR BUSINESS NAME: TSi Geotechnical, Inc.

Signature: Prime Contractor

Morris E. Hervey, Jr.
Print Name

President
Title

4/8/2021
Date

State of Missouri)

County of ~~Jackson~~ Saint Louis)

I, Morris E. Hervey, Jr., 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 8th day of ~~8th~~ April 2021

My Commission Expires: 1/2/2022

Jennifer A. Lederman
Notary Public

STAMP:

JENNIFER A LEDERMAN
Notary Public, Notary Seal
State of Missouri
St. Louis County
Commission # 18009906
My Commission Expires 01-02-2022