

CONTRACTOR UTILIZATION PLAN/REQUEST FOR WAIVER

Project Number 80002579

Project Title WMR in the Area of 20th St to 39th St, State Line Rd to Woodland Ave

Prof. Svcs. for FY 2025 Water Main Replacement Projects
(Department Project)

KC Water
Department

Tetra Tech, Inc.

(Bidder/Proposer)

STATE OF Missouri)
COUNTY OF Jackson) ss

I, Bridget Harper, 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 14 % MBE and 14 % WBE.
3. Bidder/Proposer assures that it will utilize a minimum of the following percentages of MBE/WBE participation in the above project:

1. **BIDDER/PROPOSER PARTICIPATION:** 14 % MBE 14 % WBE

1. **POST-BID/POST-RFP ESTIMATED BUDGET:** \$ 761,725.00

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 Taliaferro & Browne, Inc.

Address 1020 E. 8th St, Kansas City, MO 64106

Telephone No. (816) 283-3456

I.R.S. No. 48-0758891

Name of M/WBE Firm Environmental Advisors and Engineers, Inc.
 Address 19211 W. 64th Terrace, Shawnee, KS 66218
 Telephone No. (913) 599-4326
 I.R.S. No. 48-1806626

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

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

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

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
Taliaferro & Browne, Inc.	Contractor	\$ 106,641.50	\$ 106,641.50	14.00
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____



TOTAL MBE \$ / TOTAL MBE %:	\$ 106,641.50	14.00 %
------------------------------------	----------------------	----------------

WBE FIRMS:

Name of WBE Firm	Supplier/Broker/Contractor	Subcontract Amount*	Weighted Value**	% of Total Contract
Environmental Advisors and Engineers, Inc.	Contractor	\$ 106,641.50	\$ 106,641.50	14.00
TOTAL WBE \$ / TOTAL WBE %:		\$ 106,641.50		14.00 %

*"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.

- 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: Bridget Harper

Address: 415 Oak St, Kansas City, MO 64016

Phone Number: (816) 412-1758

Facsimile number: _____

E-mail Address: bridget.harper@tetrattech.com

By: Bridget Harper

Title: Regional Manager

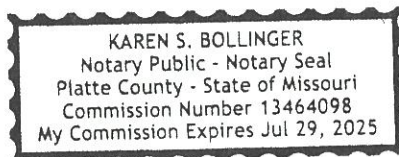
Date: 5/15/25

(Attach corporate seal if applicable)

Subscribed and sworn to before me this 2nd day of May, 2025.

My Commission Expires: July 29, 2025

Karen S. Bollinger
Notary Public





LETTER OF INTENT TO SUBCONTRACT

Project Name/Title WMR in the Area of 20th St to 39th St, State Line Rd to Woodland Ave

Project Location/Number Contract No. 9926 / Project No. 80002579

Check one:

Original LOI: ☒

Updated LOI: ☐

PART 1: Prime Contractor Tetra Tech, Inc. agrees to enter into a contractual agreement with M/W/DBE Subcontractor Environmental Advisors & Engineers, 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.]

QA/QC, Utility Coordination, Environmental Assessment, Project Administration, Asset Management, GIS support

for an estimated amount of \$ 106,641.50 (or 14.00 % of the total estimated contract value.)

M/WBE Vendor type: ☒ Subcontractor/manufacture (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: Tetra Tech, Inc.

Bridget Harper
Signature: Prime Contractor
Regional Manager
Title

Bridget Harper, P.E.
Print Name
May 2, 2025
Date

State of Missouri)
County of Jackson)

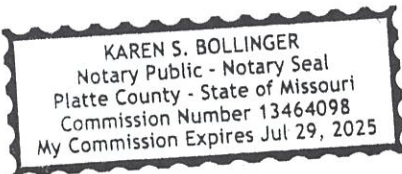
I, Karen Bollinger, state that the above and foregoing is based on my best knowledge and belief.

Subscribed and sworn to before me, a notary public, on this
day of May, 2025

My Commission Expires: July 29, 2025

K. A. Bollinger
Notary Public

STAMP:



MWDBE SUBCONTRACTOR BUSINESS NAME: Environmental Advisors & Engineers, Inc.

Jill R. Biesma
Signature: Subcontractor
President
Title

Jill R. Biesma
Print Name
May 2, 2025
Date

State of Missouri)
County of Clay)

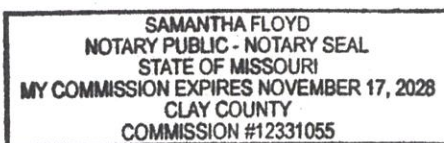
I, Jill R. Biesma, state that the above and foregoing is based on my best knowledge and belief.

Subscribed and sworn to before me, a notary public, on this 2nd
day of May, 2025

My Commission Expires: 11-17-2028

S. Floyd
Notary Public

STAMP:





LETTER OF INTENT TO SUBCONTRACT

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

Project Name/Title WMR in the Area of 20th St to 39th St, State Line Rd to Woodland Ave

Project Location/Number Contract No. 9926/ Project No. 80002579

PART I: Prime Contractor Tetra Tech, Inc. agrees to enter into a contractual agreement with M/W/DBE Subcontractor Taliaferro & Browne, 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.]

Survey

for an estimated amount of \$ 106,641.50 (or 14.00 % of the total estimated contract value.)

M/WBE Vendor type: ☒ Subcontractor/manufacture (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: Tetra Tech, Inc.

Bridget Harper
Signature: Prime Contractor

Bridget Harper

Print Name

Regional Manager
Title

5/2/2025

Date

State of Missouri)

County of Jackson)

I, Karen Bollinger,
and belief.

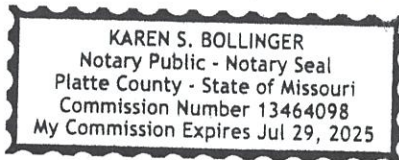
state that the above and foregoing is based on my best knowledge

Subscribed and sworn to before me, a notary public, on this
day of May 2, 2025

My Commission Expires: July 29, 2025

Karen S Bollinger
Notary Public

STAMP:



MWDBE SUBCONTRACTOR BUSINESS NAME: Taliaferro & Browne Inc

Hagos E Andebrhan
Signature: Subcontractor
CEO
Title

Hagos E Andebrhan

Print Name

05/02/2025

Date

State of Missouri)

County of Jackson)

I, Hagos E andebrhan,
and belief.

state that the above and foregoing is based on my best knowledge

Subscribed and sworn to before me, a notary public, on this 2nd
day of May, 2025

My Commission Expires: 03-07-2026

Eartha J. Taylor
Notary Public

STAMP:

