

CITY OF COUNTRY CLUB HILLS

NOTICE TO BIDDER


The City of Country Club Hills is accepting bid proposals for fertilization services for the following 2022 season, (May 1, 2022 through April 30, 2023), second year optional.

Bid packets with specifications are available at City Hall. Bids will be accepted until 10:00 a.m. on Tuesday April 19th, 2022 at City Hall, 4200 West 183rd Street at which time they will be publicly opened and read. Bid proposals are to be sealed in an envelope, plainly marked as follows:

"BID PROPOSAL - FERTILIZATION SERVICE"

The City Council reserves the right to waive irregularities and accept the bid which appears to be in the best interest of the City. References required. Subcontracting is not permissible. Bids will not be accepted without the attached MBE/WBE participation completed.

By Order of the City Clerk



Patricia D. Hutson

City Clerk
City of Country Club Hills

Country Club Hills Fertilization Specifications

Fertilization is a part of an Integrated Pest Management program that provides health and economic benefits to a community. The IPM program can protect human health by surpassing weeds and pests that may carry allergens or disease pathogens, reduce human exposure to pesticides and reduces environmental pollution. The benefits include reducing pest damage, minimizing emergency repairs and by improving maintenance practices.

The contractor's personnel shall be trained in and knowledgeable of IPM practices and must be appropriately licensed and certified. Notification will be made to the City's authorized representative 48 hours prior to treatment and posting after completion of treatment unless it is an emergency situation. The contractor shall furnish the City with all pesticide application records, pesticide labels and Material Safety Data Sheets (MSDS).

Contract Period

May 01, 2022 through April 30, 2023 (second year is optional).

Work Site

See attached map.

Definition

A pesticide is defined is a chemical used to prevent, destroy, repel or mitigate any pest that affects the landscape areas. A pest for purposes of this contract is an insect or a weed nuisance.

Health and Safety

The contractor shall observe all safety precautions throughout the performance of this contract. All work shall comply with applicable state and community safety and health requirements. The contractor shall assume full responsibility and liability for compliance with applicable regulations regarding the health and safety of personnel during the execution of the work.

All contractor personnel shall wear distinctive uniform clothing. All applicators will maintain a neat and professional image and will wear a company logoed uniform. All application vehicles will have the Company name clearly displayed.

The contractor shall determine the need for and provide any personal protective equipment required for the safe performance of the work. Protective clothing and equipment shall comply with the specific pesticide labels of the product.

Equipment - General

Application equipment shall be calibrated to deliver the desired rate of product and sized appropriate to turf area being treated. Tractors utilizing 3-point hitch granular spreaders and low volume booms, or ride-on/ stand-on type applicators shall be used for larger, open turf areas. Smaller turf areas shall be treated with hand spray liquid applications or push spreaders with working deflectors to ensure a consistent, uniform application and to help keep product out of off target areas.

Product Selection, Application Rates and Application Dates Spring

Granular Fertilizer or liquid fertilizer and weed control.

Timing of Spring Application will be dependent on weather conditions but will not be completed until there is active broad leaf weed growth. Contractor must receive approval by authorized Country Club Hills representative prior to starting work.

Late Summer

A Granular Fertilizer and liquid weed control is recommended.

Mid-September is the targeted application period but actual application date will be dependent on weather conditions. Contractor must receive approval by authorized Country Club Hills representative prior to starting work.

Special Instructions for Community Park

This park must be treated between 11am and 2pm weekdays only. Treatment of park needs to be completed within one week of start date. Contractor must receive approval by authorized Country Club Hills representative prior to starting work.

Specifications for 183rd Street Boulevards /Thoroughfares/ Parkways

A Country Club I-fills representative will provide site map of this area. Turf care program for these areas only will consist of a total of 5 applications and will include the following:

Late Spring - Granular Fertilizer is recommended.

Early Summer - Liquid Weed Control is recommended. Mid Summer - Liquid Weed Control is recommended. Late Summer - Granular Fertilizer is recommended.

Late Summer - Liquid Weed Control is recommended.

Fall - Granular Fertilizer is recommended.

Fall - Liquid Weed Control is recommended.

Important

Area is to be kept weed free however weed control should not be blanket applied to each application. Entire turf area should be inspected but only those areas requiring weed control should actually be treated.

Posting, clean-up, impervious surfaces

Appropriate deflectors shall be used on granular application equipment to help keep product out of off target areas. Any granular material applied to impervious surfaces will be swept or blown back onto the target area.

Treatment Follow Up

14-21 days after application, a qualified company representative shall inspect the properties to ensure that the application has provided the desired results. A site inspection form (provided by contractor) shall be submitted to the park superintendent summarizing the results of the application. At that time, any re-application needed to achieve desired results will be completed at the contractor's expense.

Disclaimer

The City of Country Club Hills reserves the right to make changes to the site plan locations and the treatment applications to serve the best interest of the City.

EXHIBIT B
INSURANCE REQUIREMENTS

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

- I. Insurance Services Office Commercial General Liability occurrence form CG000 I (Ed. 11/85) and/or Owners and Contractors Protective Liability policy with the municipality stated as named insured; and,
2. Insurance Services Office form number CA000I (Ed. 1/87) covering Automobile Liability; and,
3. Workers' Compensation as required by Illinois Law and Employers' Liability **insurance.**

B. Minimum Limits of Insurance

Bidder shall maintain limits no less than:

- I. Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. The general aggregate shall be twice the required occurrence limit. Minimum General Aggregate shall be no less than \$2,000,000.
2. Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
3. Workers' Compensation and Employers' Liability: Workers Compensation limits as required by Illinois Law and Employers Liability insurance.

C. Deductible and Self-Insured Retentions

Any deductible or self-insured retention must be declared to and approved by the municipality. At the option of the municipality, either; the insurer shall reduce or eliminate such deductible or self insured retentions as respects the municipality, its officials and employees; or Bidder shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

D. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

- I. General Liability and Automobile Liability Coverages

- a. The municipality, its officials, employees and volunteers are to be covered as insured as respects, liability arising out of activities performed by Bidder, products and completed operations of Bidder, premises owned, leased or used by Bidder or automobiles owned, leased, hired or borrowed by Bidder. The coverage shall contain no special limitations on the scope of protection afforded to the municipality, its agents, employees or volunteers.
- b. Where Bidder's liability exists, Bidder's insurance coverage shall be primary as respects the municipality, its officials, employees, and volunteers. Any insurance or self-insurance maintained by the municipality, its agents, employees or volunteers shall be in excess of Bidder's insurance and shall not contribute with it.
- c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the municipality, its agents, employees or volunteers.
- d. Coverage shall state that Bidder's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

2. All Coverages:

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the municipality.

E. Acceptability of Insurers

Insurance is to be placed with insurer with a Best's rating of not less than B+.

F. Verification of Coverage

Bidder shall furnish the municipality with certificates of insurance naming the municipality as an additional insured, and with original endorsements affecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements may be on forms provided by the municipality before any work commences. The municipality reserves the right to request full certified copies of the insurance policies. Such certificate of insurance must contain a provision that in the event of cancellation, the City shall receive no less than thirty (30) days prior notice.

CITY OF COUNTRY CLUB HILLS LAWN FERTILIZATION SERVICE

Location	Address	Cost	Apps	2022 TOTAL	2023 TOTAL
181st St Berm	181st & Cicero west to Lavergne				
183rd St Medians	183rd/Kedzie to Pulaski				
187th Baker Vacant Lot	187th & Baker				
Appletree Park	171st & Orchard				
Cambridge Retention Pond	1/2 block west of Pulaski				
Churchill Down Retention	181st & Cicero				
City Hall	4200 W 183rd St				
Community Park	175th & Maple				
Cypress Park	194th & Cypress Dr				
Retention Pond	177th Near Pulaski				
Retention Pond	176th near Pulaski				
Entry Sign Hill	Cicero Ave & Flossmoor Rd				
Fawn Ridge Retention	179th St & Cicero Ave				
Fire Department	4350 W 183rd St				
Fire Dept/Storage Bldg	4520 W 175th St				
Two (2) Vacant Lots	Hollywood Ave & Cicero Ave				
Independence Park	3800 W 175th St				
Kiwanis Park	180th & Patrick Ave				
Marycrest Lift Station	187th & Nightingale Ave				
Fawn Ridge Lift Station	179th St & Cicero Ave				
Maple Ave & 186th Pl Pkwy	Maple & 186th Pl				
Mary Lakes Park	194th & Marycrest Dr				
Marycrest Park	184th & Marycrest Dr				
Max Atkins Park	179th St & Maple Ave				
Nob Hill Park	169th St & Glen Oaks Dr				
Nob Hill Tower Park	Sunset Ridge & Glen Oaks Dr				
Patrick Ave Median	181st Pl to 182nd Pl				
Police Dept	3700 W 175th Pl				
Premier Estates Park	186th St & Willow Ave				
Mary Lake Retention	190th Pl & Marycrest Dr				
Amphitheater Retention	4200 W 183rd St				
Right of Ways	Multiple Properties				
Right of Ways	Walking Path Arboretum				
Right of Ways	180th St to Lavergne				
Right of Ways	Kostner Ave, 182nd Pl to 179th				
Right of Ways-East	Marycrest Dr				
Right of Ways-South	187th St Marycrest Dr				
Stelter Historic-Farm	4600 W 183rd St				
Sunset Ridge Park	179th St & Vista Dr				
Vacant Lot	4400 W 189th St				
Vacant Lot	East of 183rd St Fire Station				

Water Dept/OC	18300 Marycrest Dr				
Water Tower (Nob Hill)	4000 Pulaski & I-80				
Water tower (Pump St)	183rd St & Marycrest Dr				
Water Tower/Retention	195th St & Cypress				
Wilshire Blvd	Right of Way				
Wulf Park	18630 Baker Ave				

TOTALS

PERIOD OF COVERAGE

This proposal provides for maintenance services for the 2019-21 season (May 1, 2019 through April 30, 2021). The second season is optional.

TURF SERVICES

1. A complete spring clean-up will be done as soon as possible to remove all debris (papers, bottles, dead grass, leaves, fallen branches, etc.) resulting from the fall and winter seasons. Debris will be removed from the premises.
2. Lawn areas will be mowed and trimmed, as needed, to keep a healthy manicured appearance. Turf shall be cut as often as necessary at a height of two (2) to three (3) inches as conditions dictate. During the months of October and November the turf will be mowed once every two (2) weeks. Each additional cut not included in the contract will be an additional cost of \$ _____ as authorized by the City's ~~Articulated Rates by the City's~~
3. Turf adjacent to buildings, fences, utility poles, fire hydrants and other landscaped obstacles shall be trimmed as needed to present a neat appearance.
4. Mowing equipment and patterns shall be employed to permit the recycling of clippings where possible and present a neat appearance. Excess clippings shall be removed.
5. Leaves will be removed from the lawn as needed.
6. Refueling and changing of oil will not be performed on the turf areas.

CONSULTATION

1. Weekly inspection of the right-of-ways will be conducted by the Maintenance Supervisor discussed with the City as to the condition of the property.

STANDARD AGREEMENT PROVISIONS

1. Contractor agrees to perform for the City the specific services outlined above in a workmanlike and professional manner, in accordance with standard high quality horticulture procedures.
2. Contractor shall furnish all necessary supervision, labor, supplies, materials and

equipment required to perform the above mentioned services on a timely basis. Any cost of the supplies shall be included as part of the bid price.

3. Contractor shall make every reasonable effort to perform the said services so as to avoid inconvenience to the City. Weekly services will normally be performed on the same day(s) each week. In the event of holidays, rain or other factors, the Contractor may need to reschedule services to another day.
4. Contractor's maintenance personnel shall be properly trained, experienced and skilled in their respective duties. Maintenance personnel shall be uniformed in order to present a neat professional appearance.
5. Mowers shall be kept sharp and in good condition at all times during mowing. The grass blades shall be cut sharply and clearly. Turf shall be cut evenly to prevent ridges in the finished cut. The direction of mowing shall occasionally be alternated where possible to minimize ruts and matting. Appropriate mowing equipment and patterns will be employed to permit recycling of clippings where possible. Excess clippings will be removed from turf. Bagging will be done in areas where needed.
6. All landscape related debris which is accumulated due to work performed by the Contractor shall be removed by Contractor at his own expense unless otherwise agreed. Contractor will not use the City's disposal containers unless otherwise agreed.

INSURANCE COVERAGE

1. See attached information

ADDITIONAL INFORMATION

1. The City Council reserves the right to waive irregularities and accept the bid which appears to serve the best interest of the City of Country Club Hills.
2. MBE/FBE encouraged to apply. See attached information.
3. Three (3) business references required.

SUBMITTED BY: _____.

ACCEPTANCE OF AGREEMENT

CITY OF COUNTRY CLUB HILLS

Contractor: _____

Name: _____

By: _____

Address: _____

Title: _____

City: _____

Date: _____

Phone: _____

Fax: _____

Country Club Hills Contract Requirements Policy for Minority/Female Business Participation

MBE/FBE BUSINESS ENTERPRISE REQUIREMENTS

Purpose: The City of Country Club Hills is committed to the success of minority and women-owned businesses. Therefore, the Contractor should structure its procedures for the performance of the work required under the contract to attempt to achieve the minority and women business enterprise (M/WBE) goal stated in the Invitation for Bids or Request for Proposals. MBE performance must be in accordance with this Exhibit. Contractor agrees to exercise all good faith efforts to carry out the requirements set forth in this Exhibit.

Policy & Goals: The (MBE) Minority Business Enterprise and (FBE) Female Business Enterprise goals for this general contract are: 25 percent of the total dollar amount of the contract awarded by the City of Country Club Hills shall be to a Minority Business Enterprise and 5 percent of the total dollar amount of this contract awarded by the City of Country Club Hills shall be to a Female Business Enterprise. By submitting a response to this solicitation, the bidder agrees that this dollar amount of the contract will be performed by certified minority business enterprises.

The contractor/vendor should hire subcontractors, to meet the MBE/FBE requirements, if necessary. The Contract Compliance Committee may, at its discretion, accept a waiver from the Bidders and/or have the right to change the requirements based on the size of the contract and any other factors deemed pertinent by the City/Contract Compliance Committee. For purposes of meeting MBE/FBE requirements, the City of Country Club Hills will accept the MBE/FBE certifications from the following organizations/entities:

- SBA 8(a)
- City of Chicago
- Cook County
- Illinois Department of Transportation
- Chicago Transit Authority
- Metra
- Pace
- Central Management Services
- The Chicago Minority Supplier Development Council (CMSDC)
- Women's Business Development Center
- National Minority Supplier Development Council

Instructions: A bidder must include with its bid:

- 1) A completed Certified MBE Affidavit (Attachment A) whereby the bidder acknowledges the certified MBE participation goal or requests a waiver, commits to make a good faith effort to achieve the goal, and affirms that MBE subcontractors were treated fairly in the solicitation process.
- 2) A completed MBE Participation Schedule (Attachment B) whereby the bidder responds to the expected degree of Minority Business Enterprise participation as stated in the solicitation, by identifying the specific commitment of certified MBEs at the time of submission. The bidder shall specify the price and/or the percentage of contract value associated with each MBE subcontractor identified on the MBE Participation Schedule.

If a bidder fails to submit Attachment A and Attachment B with the bid as required, the City Clerk shall deem the bid non-responsive or shall determine that the offer is not reasonably susceptible of being selected for award.

Within 10 working days from notification that it is the apparent awardee or from the date of the actual award, whichever is earlier, the apparent awardee must provide the following documentation to the Contract Compliance Committee:

- 1) Outreach Efforts Compliance Statement (Attachment C);
- 2) Subcontractor Project Participation Statement (Attachment D);
- 3) If the apparent awardee believes a waiver (in whole or in part) of the overall MBE goal or of any sub goal is necessary, it must submit a fully documented waiver request; and
- 4) Any other documentation required by the Contract Compliance Committee to ascertain bidder responsibility in connection with the certified MBE participation goal.

If the apparent awardee fails to return each completed document within the required time, the Contract Compliance Committee may determine that the apparent awardee is not responsible and therefore not eligible for contract award. If the contract has already been awarded, the award is voidable.

CONTRACT ADMINISTRATION REQUIREMENTS

Contractor shall:

- 1) Submit monthly to the City a report listing any unpaid invoices, over 30 days old, received from any certified MBE subcontractor, the amount of each invoice and the reason payment has not been made.
- 2) Include in its agreements with its certified MBE subcontractors a requirement that those subcontractors submit monthly to the City a report that identifies the prime contract and lists all payments received from Contractor in the preceding 30 days, as well as any outstanding invoices, and the amount of those invoices.
- 3) Maintain such records as are necessary to confirm compliance with its MBE participation obligations. These records must indicate the identity of certified minority and non-minority subcontractors employed on the contract, the type of work performed by each, and the actual dollar value of work performed. Subcontract agreements documenting the work performed by all MBE participants must be retained by the Contractor and furnished to the Contract Compliance Committee on request.
- 4) At the option of the Contract Compliance Committee, upon completion of the contract and before final payment and/or release of retainage, submit a final report in affidavit form and under penalty of perjury, of all payments made to, or withheld from MBE subcontractors.

ATTACHMENTS

- (1) Certified MBE Utilization and Fair Solicitation Affidavit (must be submitted with the technical proposal)
- (2) MBE Participation Schedule (must be submitted with the price proposal)
- (3) Outreach Efforts Compliance Statement (must be submitted within 10 working days of notification of apparent award or actual award, whichever is earlier)
- (4) Subcontractor Project Participation Statement (must be submitted within 10 working days of notification of apparent award or actual award, whichever is earlier)

Proposal Submitted By: _____
(Contractor/Company Name)

I, _____ **(Contractor/Company Name)**, hereby
acknowledge that I have read, understand and agree to be bound by the above stated Country Club Hills
Contract Requirements Policy for Minority/Female Business Participation

(Signature)

(Printed Name)

(Title)

(Date)

**ATTACHMENT A
CITY OF COUNTRY CLUB HILLS
CERTIFIED M/WBE UTILIZATION AND FAIR SOLICITATION AFFIDAVIT**

This affidavit must be included with the bid/proposal. If the bidder fails to accurately complete and submit this affidavit, as required, the bid shall be deemed non-responsive or the proposal ineligible of being selected for award.

In connection with the bid submitted in response to Request for Proposal (RFP) No. _____, I affirm the following:

1. M/WBE Participation (PLEASE CHECK ONLY ONE)

I have met the overall certified Minority Business Enterprise (M/WBE) Participation goal of

Percent (%) and the following sub-goals, if applicable:

Percent (%) for African American-owned MBE firms

Percent (%) for Hispanic American-owned MBE firms

Percent (%) for Asian American-owned MBE firms

Percent (%) for Women-owned WBE firms

I agree that these percentages of the total dollar amount of the Contract, for the M/WBE goal and sub-goals (if any), will be performed by certified M/WBE firms as set forth in the M/WBE Participation Schedule.

OR

I conclude that I am unable to achieve the M/WBE participation goal and/or sub-goals. I hereby request a waiver, in whole or in part, of the overall goal and/or sub-goals. Within 10 business days of receiving notice that our firm is the apparent awardee or as requested by the City of Country Club Hills, I will submit a written waiver request and all requested documentation. For a partial waiver request, I agree that certified M/WBE firms will be used to accomplish the percentages of the total dollar amount of the Contract, for the M/WBE goal and sub-goals (if any), as set forth in the M/WBE Participation Schedule.

2. Additional M/WBE Documentation

I understand that if I am notified that I am the apparent awardee or as requested by the City of Country Club Hills, I must submit the following documentation within 10 business days of receiving such notice:

- (a) Outreach Efforts Compliance Statement;
- (b) Subcontractor Project Participation Statement;
- (c) M/WBE Waiver Request documentation (if waiver was requested); and

(d) Any other documentation required by the City of Country Club Hills to ascertain bidder's responsibility of being selected for award in connection with the certified M/WBE participation goal and sub-goals, if any.

I acknowledge that if I fail to return each completed document (in 2 (a) through (d) within the required time, the City of Country Club Hills may determine that I am not responsible and therefore not eligible for contract award or that the proposal is not susceptible of being selected for award.

3. Information Provided to M/WBE firms

In the solicitation of subcontract quotations or offers, M/WBE firms were provided not less than the same information and amount of time to respond as were non-M/WBE firms.

4. Products and Services Provided by M/WBE firms

I hereby affirm that the M/WBEs are only providing those products and services for which they are M/WBE certified.

I solemnly affirm under the penalties of perjury that the information in this affidavit is true to the best of my knowledge, information and belief.

Company Name

Signature of Representative

Address

Printed Name and Title

Company Name

Signature of Representative

**ATTACHMENT B
CITY OF COUNTRY CLUB HILLS
PROPOSED SCHEDULE OF MBE/WBE
PARTICIPATION**

Name of Contractor:

RFP Title:			RFP No.:		
Date:			Alternate Bid Amount:		
MBE CODE (SEE BELOW)	MBE Firm Name	Phone#	Scope of Work to be Subcontracted (indicate if the Contract will include Labor and Material)	Dollar Value	Certifying Agency (Attach proof of certification)

MBE Code	Code Description	Total Dollar Value (\$)	Percentage of Alternate Bid (%)
AA	African American Participation	_____	_____
HANA	Hispanic, Asian, Native American Participation	_____	_____
WBE	Women Owned Participation	_____	_____
TOTAL	Minority Participation	_____	_____

The undersigned will enter into a formal Agreement with the MBE firms (Subcontractors/Proposers) identified herein for work listed in this schedule, conditioned upon execution of a contract with the City of Country Club Hills.

Signature: _____

Title: _____

**ATTACHMENT B
CONTRACT COMPLIANCE REQUIREMENTS & DAMAGES**

Without limitation, the following constitute material breaches of the contract and shall entitle the City to declare a default, terminate the contract and exercise those remedies provided for in the contract and at law or in equity:

- 1) Failure to satisfy the MBE goal and/or the WBE goal required by the contract;
- 2) Failure to demonstrate Good Faith Efforts or
- 3) The disqualification of the MBE or WBE when such status was a factor in the contract award and was misrepresented by the submitter.

If the City's Contract Compliance Committee determines that an awardee is in default or that an awardee or a MBE or WBE has made fraudulent misrepresentations to the City regarding the utilization of MBEs or WBEs, or has colluded with another making such fraudulent misrepresentations,

1. Payments due to the contractor may be withheld until corrective action is taken;
2. An administrative penalty of not less than \$50.00 and not more than \$500.00 shall be imposed, pursuant to City Code _____. The contractor shall have the right to request an administrative hearing regarding the final determination of non-compliance and the imposition of any penalty within fifteen (15) days of the final determination by the Contract Compliance Committee.
3. Remedies or sanctions may include disqualification from contracting or subcontracting on additional City contracts for up to five years;
4. The consequences provided herein shall be in addition to any other criminal or civil liability to which such entities may be subject. The City Attorney shall inform the appropriate law enforcement officers of instances of fraudulent misrepresentation and collusion.

Under penalties of perjury, I declare that I have read for foregoing conditions and instructions, and the facts, as revealed to the City of Country Club Hills herein, are true to the best of my knowledge and belief.

Signature: _____

Title: _____

Date: _____

**ATTACHMENT C
CITY OF COUNTRY CLUB HILLS
M/WBE OUTREACH EFFORTS COMPLIANCE STATEMENT**

In conjunction with the bid or offer submitted in response to Request for Proposal (RFP) No. _____, I state the following:

1. Contractor identified opportunities to subcontract in these specific work categories:
 - a.
 - b.
 - c.
 - d.
 - e.
 - f.
2. Attached to this form are copies of written solicitations (with instructions) used to solicit certified M/WBEs for these subcontract opportunities.
3. Contractor made the following attempts to contact personally the solicited M/WBEs.
4. Contractor assisted M/WBEs to fulfill or to seek waiver of bonding requirements.
(DESCRIBE EFFORTS)

This project does not involve bonding requirements.

Contractor Name	By: _____
Address	Name and Title
Date	Date

**ATTACHMENT D
CITY OF COUNTRY CLUB HILLS
M/WBE SUBCONTRACTOR PROJECT PARTICIPATION STATEMENT**

SUBMIT ONE FORM FOR EACH CERTIFIED MBE LISTED IN THE MBE PARTICIPATION SCHEDULE

Provided that _____ is awarded the contract in conjunction
Main Contractor Name

With Request for Proposal (RFP) No. _____, it and _____, a
Subcontractor Name

Minority/Woman owned business enterprise, certified by _____,
Certifying Agency Name

Intend to enter into a contract by which Subcontractor shall:

(Describe Work) _____

No bonds are required of Subcontractor

The following amount and type of bonds are required of Subcontractor:

1. _____
2. _____
3. _____

Main Contractor Signature

Subcontractor Signature

By: _____
Name, Title

By: _____
Name, Title

Date

Date