INSTRUCTIONS FOR COMPLETING SCHEDULES A & B

CHICAGO PARK DISTRICT

A. SCHEDULE A [STATEMENT OF PRIME SUBMITTER]

1. Completion of Schedule A

- a. Schedule A must be completed and signed by the submitter who is the prospective awardee.
- b. That submitter must commit to the expenditure of a specific dollar amount of participation by each MBE/WBE listed on the Schedule A.

2. Joint Venture Attachment to Schedule A (Joint Venture only)

- a. If the submitter's MBE/WBE proposal includes the participation of any MBE/WBE as a joint venture partner, the submitter must submit, with the Schedule A, a copy of the parties' Joint Venture Agreement.
- b. The Alternate Signature Page of the Schedule A must be signed by the joint venture partners.

3. Non-compliant Submittal

Failure to submit a properly completed and signed Schedule A (and joint venture documentation, if applicable) will render the submittal non-compliant, which will remove the submitter from further award consideration.

B. SCHEDULE B [STATEMENT OF MBE/WBE FIRM(S)]

1. Completion of Schedule B

- a. A Schedule B form must be completed and signed by each MBE/WBE firm listed on the Schedule A as participating in the contract as a subcontractor. Only that subcontractor shall sign the Schedule B.
- b. That MBE/WBE firm also must submit, with their Schedule B, all of their current Letters of Certification obtained from public or private entities such as the City of Chicago, the Chicago Minority Supplier Development Council (CMSDC), the Women's Business Development Center (WBDC), or the Small Business Administration.

2. Non-compliant Submittal

Failure of the prime submitter to submit a completed and signed Schedule B and current certification letter(s) for each subcontractor listed on the Schedule A will render the submittal non-compliant, which will remove the prime submitter from further award consideration.

Verizon Wireless is not a certified Minority/Women/Disabled Veteran Business Enterprise (M/W/DV BE) and does not typically use subcontractors to provide the primary aspects of the wireless service(s) within our network coverage area. Verizon Wireless is providing services under this project as a complete system and does not anticipate using subcontractors on this project. Based on the type of services requested by Chicago Park District, Verizon Wireless does not foresee using subcontractors for supplying wireless equipment and services.

| | Statem | ent of Prime Submitter Regarding | g Its MBE/W | BE Utilization F | Plan | |
|----------|---------------------------|--|---------------------------|--|-------------------------------|------------------------------|
| | | TO BE COMPL | ETED BY SUB | MITTER ONLY | | |
| Submitt | er: Enterprise Fle | et Management, Inc. | Project | | | <u>ec nu</u> mber (195159A) |
| s the si | ubmitter a certified M | BE/WBE? | MBE: 🛭 | Leasing of ☐ I Yes ☑ No | Vehicles and ma WBE: □ Yes | |
| | | If yes, attach all c | urrent Letter | s of Certificatio | n. | |
| | | ITTER AS AN MBE SATISFIES ONLY T SFIES ONLY THE WBE GOAL; THE M MBE AND WBE M. | THE MBE GO IBE GOAL MU | ST STILL BE MET | . CERTIFICATION OF | |
| | | The submitter intends to perform | m work in co | nnection with t | his project as a: | |
| | NDER: Male Female | RACE/ETHNICITY: Black/African American Hispanic American Asian American White American Other | | TYPE OF FIRM: Partnership Sole Propri Corporation Joint Ventu Other | etorship า | |
| Chicag | o, Chicago Minority \$ | | | men Business | | |
| | ticipation of MBE/V | | | | | |
| invo | | er of MBE/WBE participation in t VBE firms as joint venture partne | | | | |
| A. | | venturer and one or more joint vopy of the Joint Venture Agreementure. | | | | |
| | | E subcontractors/suppliers/consu his contract is considered to be in | | | upply goods or serv | ices not directly related to |
| | MBE/WBE Subcontr | actors/Suppliers/Consultants: | | | | |
| | 1. Name of MBE/V | VBE: Sutton Ford | | | | |
| | Address: 213 | <u>15 Central Ave, Matteson, I</u> | L 60443 | | | |
| | Contact Person | Alex Kadish | | Phone: 708- | 720-8083 | |
| | _{E-mail:} akadis | h@suttonford.com | | Fax: | | |
| | MBE/WBE Parti | cipation: Dollars \$ 1,125,000 | | Percent: 25 | | % |
| | | tractor be used fo direct or indirect all current certification letters att | | ion? (circle one X Yes □ No | 9) | |
| | 2 Name of MBF/M | /RF· | | | | |

| | Address: | | |
|----|--|---------------------|---|
| | Contact Person: | Phone: | |
| | E-mail: | Fax: | |
| | MBE/WBE Participation: Dollars \$ | Percent: | % |
| | Will this subcontractor be used for direct or indirect participate | ation? (circle one) | |
| | Schedule B and all current certification letters attached? | ☐ Yes ☐ No | |
| 3. | Name of MBE/WBE: Mercer Upfitters Truck and Van E | quipment | |
| | Address: 1430 west 38th Street,chicago, IL 60909 | | |
| | Contact Person: Rachel Mercer-Coleman | Phone: 773-425-3931 | |
| | E-mail: rachel.mercer@mercerupfitters.com | Fax: | |
| | MBE/WBE Participation: Dollars \$ 225,000 | | |
| | Will this subcontractor be used for <u>direct</u> or <u>indirect</u> participal Schedule B and all current certification letters attached? | ation? (circle one) | |
| 4. | Name of MBE/WBE: | | |
| | Address: | | |
| | Contact Person: | Phone: | |
| | E-mail: | Fax: | |
| | MBE/WBE Participation: Dollars \$ | Percent: | % |
| | Will this subcontractor be used for <u>direct</u> or <u>indirect</u> participe. Schedule B and all current certification letters attached? | , | |
| 5. | Name of MBE/WBE: | | |
| | Address: | | |
| | Contact Person: | Phone: | |
| | E-mail: | Fax: | |
| | MBE/WBE Participation: Dollars \$ | Percent: | % |
| | Will this subcontractor be used for <u>direct</u> or <u>indirect</u> participe. Schedule B and all current certification letters attached? | , | |

| 6 | 6. | Name of MBE/WBE: | | | | | | |
|----|-----------------|---|---------------------------------|---|--|--|--|--|
| | | Address: | | | | | | |
| | | Contact Person: | _ Phone: | | | | | |
| | | E-mail: | Fax: | | | | | |
| | | MBE/WBE Participation: Dollars \$ | Percent: | % | | | | |
| | | Will this subcontractor be used as <u>direct</u> or <u>indirect</u> participal Schedule B and all current certification letters attached? | , | | | | | |
| 7. | | Name of MBE/WBE: | | | | | | |
| | | Address: | | | | | | |
| | Contact Person: | | Phone: | | | | | |
| | | E-mail: | Fax: | | | | | |
| | | MBE/WBE Participation: Dollars \$ | Percent: | % | | | | |
| | | Will this subcontractor be used for <u>direct</u> or <u>indirect</u> particip Schedule B and all current certification letters attached? | | | | | | |
| 8. | | Name of MBE/WBE: | | | | | | |
| | | Address: | | | | | | |
| | | Contact Person: | Phone: | | | | | |
| | | E-mail: | Fax: | | | | | |
| | | MBE/WBE Participation: Dollars \$ | Percent: | % | | | | |
| | | Will this subcontractor be used for <u>direct</u> or <u>indirect</u> particip Schedule B and all current certification letters attached? | eation? (circle one) ☐ Yes ☐ No | | | | | |
| 9. | | Name of MBE/WBE: | | | | | | |
| | | Address: | | | | | | |
| | | Contact Person: | Phone: | | | | | |
| | | E-mail: | Fax: | | | | | |
| | | MBE/WBE Participation: Dollars \$ | Percent: | % | | | | |
| | | Will this subcontractor be used for <u>direct</u> or <u>indirect</u> particip Schedule B and all current certification letters attached? | , | | | | | |

Attach additional sheets as needed.

| II. | Summary | of | MBE/WBE | Proposal: |
|-----|---------|----|---------|-----------|
|-----|---------|----|---------|-----------|

| 1. | MBE Participation: | Dollar Amount of | Percent Amount of | Direct Indirect |
|--------------|---|-----------------------------------|------------------------------------|-----------------|
| | MBE Firm Name | Participation | Participation | (check √ one) |
| | Sutton Ford | \$1,125,000 | 25 % | X |
| | | | % | |
| | | \$ | % | |
| | | \$ | % | |
| | | \$ | % | |
| | | | % | |
| | | | % | |
| | | | % | |
| | Total MBE Participation: | \$ | % | |
| 2. | WBE Participation: | | | |
| | WBE Firm Name | Dollar Amount of Participation | Percent Amount of Participation | |
| | Mercer Upfitters Truck and Van | | 5 % | Χ |
| | | <u> </u> | | |
| | | \$ | % | |
| | | \$ | % | |
| | | \$ | % | |
| | | | % | |
| | - | \$ | % | |
| | | \$ | % | |
| | Total WBE Participation: | \$ | % | |
| | | | | |
| he submi | ter designates the following person as it | s MBE/WBE Liaison Officer: | | |
| Name and T | itte | (630) 534-77 | 37 | - |
| | er.m.fry@efleets.com | 1 | | |
| E-mail addre | | | | |

The Contractor certifies to the best of its knowledge and belief that it, its principals and any subcontractors used in the performance of this contract, meet the Park District requirements and have not violated any City or Sister Agency policy, codes, state, federal, or local laws, rules or regulations and have not been subject to any debarment, suspension or other disciplinary action by any government agency. Additionally, if at any time the contractor becomes aware of such information, it must immediately disclose it to the Park District.

Submitter:

Enterprise Fleet Management, Inc.

(Print of Type Name of Business)

Signature:

Date: 11/03/2025

Christopher M Fry

(Print or Type Name and Title of Person Signing Statement)

NOTE

If submitter is an MBE/WBE joint venture with a non-MBE/WBE firm, use the following signature page instead:

End of Schedule A



ALTERNATE SCHEDULE A SIGNATURE PAGE FOR MBE/WBE JOINT VENTURE WITH A NON-MBE/WBE FIRM

Complete this signature page only if you are an MBE/WBE operating as a joint venture with a non-MBE/WBE Firm

To the best of my knowledge, information and belief, the facts and representations contained in this Schedule are true, and no material facts have been omitted.

Any material misrepresentation will be grounds for terminating any contract that may be awarded and for initiating action under federal or state laws concerning false statements.

NOTE:

After filing this statement and before the completion of the joint venture's work on this project, if there is any change in the information submitted, the joint venturer must inform the Chicago Park District.

| (Name of MBE/WBE Partner Firm) | (Name of Non-MBE/WBE Partner Firm) | | |
|--|--|--|--|
| (Written Signature of Authorized Officer/Representative) | (Written Signature of Authorized Officer/Representative) | | |
| (Print or Type Name and Title) | (Print or Type Name and Title) | | |
| (Date) | (Date) | | |

SCHEDULE B

Statement of Intent from MBE/WBE to Perform as Subcontractor, Supplier and/or Consultant MBE/WBE PRIME CONTRACTOR MUST SUBMIT A SCHEDULE B, IF SELF-PERFORMING ANY WORK, TO RECEIVE MBE/WBE CREDIT

| Proje | ct: Vehicle Leasing and Management | City Contract (126170 |), Spec number (195159A) | |
|-------|--|---|---|----------------|
| From: | Sutton Ford | | MBE: X Yes □ No | |
| | (Name of MBE/WBE Firm) | | MBE: X Yes □ No WBE: □ Yes □ No | |
| To: | Enterprise Fleet Management, Inc. | | and the Chicago Park District: | |
| | (Name of Prime Contractor-Submitter) | | | |
| | The undersigned int | tends to perform work in cor | nection with the above projects as a: | |
| | □ Male | E/ETHNICITY: Black/African American Hispanic American Asian American White American Other | TYPE OF FIRM: ☐ Partnership ☐ Sole Proprietorship ☐ Corporation ☐ Joint Venturer ☐ Other | |
| | es such as the City of Chicago, the C Development C | | d current Letters of Certification from pule evelopment Council (CMSDC), the Wome all Business Administration. eers behind Schedule B. | |
| Т | he undersigned is prepared to provic | de the following services or s project/contra | supply the following goods in connection act: | with the above |
| | Provide vehicles to Enterpise to lease to | o the City of Chicago Park Disti | rict | |
| | The above described perfor Pricing will follow our negotiated contract | | owing price and described terms of payn ue upon reciept of inovice | |
| If m | ore space is needed to fully describe | the MBE/WBE firm's propo additional sheets | sed scope of work and/or payment sched | dule, attach |
| execu | | | with you as prime contractor, condition (ithin (3) three working days of receipt of | |
| Sign | ature: Al D. Koro | Agent of MBE/WBE) | Date: <u>11/4/2025</u> | |
| | /Title: SUTTON FORD INC | | | |
| | (Print or Type Name and Title) | | | |
| Addre | 21315 CENTRAL AVE MATTESOI | N IL 60443 | | |
| Telep | hone: <u>708-720-8083</u> | Fax: | | |

End of Schedule B

SCHEDULE B

Statement of Intent from MBE/WBE to Perform as Subcontractor, Supplier and/or Consultant

MBE/WBE PRIME CONTRACTOR MUST SUBMIT A SCHEDULE B, IF SELF-PERFORMING ANY WORK, TO RECEIVE MBE/WBE CREDIT

| From | Mercer Upfitters Truck and Van | Equipment | MBE: ☐ Yes ☐ No | |
|-------|--|---|--|------------------|
| | (Name of MBE/WBE Firm) | | WBE: Yes □ No | |
| To: | Enterprise Fleet Management, | | and the Chicago Park District: | |
| | (Name of Prime Contractor-Submitt | er) | | |
| | The undersi | gned intends to perform work in o | connection with the above projects as a: | |
| | GENDER: | RACE/ETHNICITY: | TYPE OF FIRM: | |
| | ☐ Male | Black/African AmericanHispanic AmericanAsian American | ☐ Partnership | |
| | ☐ Female | ☐ Asian American | ☐ Sole Proprietorship | |
| | | ☐ White American | ☐ Joint Venturer | |
| | | □ White American□ Other | Other | |
| | es such as the City of Chicag Develop | | | |
| T | he undersigned is prepared t | o provide the following services o project/cor | or supply the following goods in connection tract: | n with the above |
| | | | | |
| | The above describe | d performance is offered for the f | ollowing price and described terms of pay | ment: |
| lf m | ore space is needed to fully d | lescribe the MRF/WRF firm's pro | posed scope of work and/or payment sch | edule attach |
| | ore space is ricease to raily e | additional shee | | oddio, attaori |
| execu | | icago Park District, and will do so | ork with you as prime contractor, condition within (3) three working days of receipt o | |
| Sign | ature: (Signature of Owner or Au | uthorized Agent of MBE/WBE) | Date: | |
| Name | e/Title: | | | |
| | (Print or Type Name an | d Title) | | |
| Addre | ess: 1430 west 38th Street,chica | ago, IL 60909 | | - |
| Telen | hone: 773-425-3931 | Fax | | |

End of Schedule B

MBE/WBE UTILIZATION REPORTING REQUIREMENTS

CHICAGO PARK DISTRICT

Construction Contracts

The prime bidder shall, within 30 days of receiving the contract award, execute contracts or purchase orders with the MBE and WBE firms included in its approved MBE/WBE Utilization Plan. These written agreements shall be made available to the Department of Purchasing upon request.

The prime bidder shall submit the "MBE/WBE Utilization Report" with every progress payment request.

Term Agreement Contracts

For term agreement contracts for materials, supplies, equipment, services, etc., the Director of Purchasing will determine the frequency with which utilization reports are to be submitted. In the absence of written notice from the Director of Purchasing, the submitter's first "MBE/WBE Utilization Report" will be due no later than ninety (90) days after the date of contract execution.

Submission Address: MBE/WBE Utilization Reports are to be submitted directly to:

Compliance Officer Department of Purchasing Chicago Park District 541 N. Fairbanks Court 3rd Floor Chicago, IL. 60611

Do not submit invoices with the "MBE/WBE Utilization Report."

Certificate Number CH581007



Advancing Economic Impact Together

This certificate attests that the below mentioned company is an NMSDC-Certified Minority Business Enterprise(MBE)

Sutton Ford, Inc.

10-31-2026

Issuance Date

10-31-2026

Expiration Date

Could R. Garne Jr.

Donald R. Cravins, Jr. Interim President and CEO NMSDC 441110

NAICS Codes

25100000

UNSPSC Codes

Regional Affiliate: Chicago MSDC