



SCHEDULE C-5-S
Small Business Enterprise (SBE)
Letter of Intent to Perform as a Supplier or Subcontractor

**FOR
SMALL BUSINESS
INITIATIVE
PROJECTS ONLY**

Project Name: _____ Specification No.: _____

From: _____
(Name of SBE Firm)

To: _____ and the City of Chicago.
(Name of SBE Prime Contractor)

The SBE status of the undersigned is confirmed by the attached Affidavit.

The undersigned is prepared to perform the following services in connection with the above named project/contract. If more space is required to fully describe the SBE proposed scope of work and/or payment schedule, including a description of the commercially useful function being performed. Attach additional sheets as necessary:

The above described performance is offered for the following price and described terms of payment:

<u>Pay Item No./Description</u>	<u>Quantity/Unit Price</u>	<u>Total</u>

Subtotal: \$ _____

Partial Pay Items

For any of the above items that are partial pay items, specifically describe the work and subcontract dollar amount(s):

<u>Pay Item No./Description</u>	<u>Quantity/Unit Price</u>	<u>Total</u>

Subtotal: \$ _____

SUB-SUBCONTRACTING LEVELS

A zero (0) must be shown in each blank if the SBE will not be subcontracting any of the work listed or attached to this schedule.

_____ % of the dollar value of the SBE subcontract that will be subcontracted to non-SBE firms.

_____ % of the dollar value of the SBE subcontract that will be subcontracted to SBE firms.

Schedule C-5-S: Small Business Enterprise-Letter of Intent to Perform as a Subcontractor or Supplier

NOTICE: If any of the SBE scope of work will be subcontracted, list the name of the vendor and attach a brief explanation, description and pay item number of the work that will be subcontracted. A zero (0) must be shown in each blank space if the SBE will not be subcontracting any of the work listed or attached to this schedule.

SBEs must perform a minimum of 51% of the work associated with this project. This includes work performed by the SBE prime contractor and any SBE subcontractors. Credit will not be given for work that either the SBE prime or SBE subcontractors subcontract to non-SBE firms.

The undersigned will enter into a formal written agreement for the above work with you as a Prime Contractor, conditioned upon your execution of a contract with the City of Chicago, within three (3) business days of your receipt of a signed contract from the City of Chicago.

NOTICE: THIS SCHEDULE AND ATTACHMENTS REQUIRE ORIGINAL SIGNATURES.

(Signature of President/Owner/CEO or Authorized Agent of SBE)

(Date)

(Name/Title-Please Print)

(Email & Phone Number)