


INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: May 19, 2023

TO: John P. Murray, Director of Maintenance & Operations

FROM: Richard L. Martinez, Jr., Acting Diversity Administrator 

SUBJECT: **Contract 23-659-11, Agricultural Management, Agricultural
Fieldside Mowing, and Fence Installation and Repair at Fulton
County, Illinois (Group B)**

Bidder: C&J Mowing and Fence, LLC

The Bidder, C&J Mowing and Fence, LLC, has submitted company information and “MBE/WBE Business Verification Forms” for the firms identified on the subject contract.

The MBE and WBE utilization goals, for the subject contract are 20% MBE and/or WBE. The Affirmative Action goal category is Construction Services. According to the bidder’s Revised Utilization Plan, the bidder has committed to the following goals:

MBE/WBE

0%

C&J Mowing and Fence, LLC, is in apparent compliance with the requirements of the Affirmative Action Ordinance Revised Appendix D. As a result of our review of their Good Faiths, C&J Mowing & Fence, LLC’s, full waiver has been approved.

RLM:JHB

Attachment

c: LoCascio, Cornier, Morakalis, Bullock, File

Revised

**METROPOLITAN WATER RECLAMATION DISTRICT OF
GREATER CHICAGO**

MBE/WBE UTILIZATION PLAN

For Local and Small business entities - Definitions for terms used below can be found in Appendix D: MBE - Section 5(u); WBE - Section 5(ff); SBE - Section 5(z).

NOTE: The Bidder shall submit with the Bid, originals or facsimile copies of all MBE/WBE Subcontractor's Letter of Intent furnished to all MBEs and WBEs. IF A BIDDER FAILS TO INCLUDE signed copies of the MBE/WBE Utilization Plan and all signed MBE/WBE Subcontractor's Letter of Intent with its bid, said bid will be deemed nonresponsive and rejected.

All Bidders must sign the signature page UP-4 of the Utilization Plan, even if a waiver is requested.

Name of Bidder: C+J Mowing and Fencing LLC

Contract No.: 23-659-11

Affirmative Action Contact & Phone No.: Cristy Lafary 309-231-1986

E-Mail Address: Cjmowingllc@gmail.com

Total Bid: \$ 349,860.⁰⁰

**MBE/WBE UTILIZATION PLAN AND ALL SIGNED MBE/WBE
SUBCONTRACTOR'S LETTER OF INTENT MUST BE
COMPLETED, SIGNED AND ACCOMPANY YOUR BID!!!**

Contract 23-659-11, Group B
Revised

WBE UTILIZATION

Name of WBE and contact person: _____
Business Phone Number: _____ Email Address: _____
Address: _____
Description of Work, Services or Supplies to be provided: _____

CONTRACT ITEM NO.: _____
Total Dollar Amount Participation: _____

The MBE/WBE Utilization Plan and the MBE/WBE Subcontractor's Letter of Intent MUST Accompany the Bid!!!

WBE UTILIZATION

Name of WBE and contact person: _____
Business Phone Number: _____ Email Address: _____
Address: _____
Description of Work, Services or Supplies to be provided: _____

CONTRACT ITEM NO.: _____
Total Dollar Amount Participation: _____

The MBE/WBE Utilization Plan and the MBE/WBE Subcontractor's Letter of Intent MUST Accompany the Bid!!!

WBE UTILIZATION

Name of WBE and contact person: _____
Business Phone Number: _____ Email Address: _____
Address: _____
Description of Work, Services or Supplies to be provided: _____

CONTRACT ITEM NO.: _____
Total Dollar Amount Participation: _____

The MBE/WBE Utilization Plan and the MBE/WBE Subcontractor's Letter of Intent MUST Accompany the Bid!!!

(Attach additional sheets as needed)

Contract 23-659-11, Group B

SIGNATURE SECTION

On Behalf of C&J Mowing and Fencing LLC I/We hereby acknowledge that
(name of company)

I/WE have read Revised Appendix D, will comply with the provisions of Revised Appendix D, and intend to use the MBEs and WBEs listed above in the performance of this contract and/or have completed the Waiver Request Form. To the best of my knowledge, information and belief, the facts and representations contained in this Exhibit are true, and no material facts have been omitted.

I do solemnly declare and affirm under penalties of perjury that the contents of the foregoing document are true and correct, and that I am authorized, on behalf of the bidder, to make this affidavit.

5/18/2023
Date

Cristy Lafary
Signature of Authorized officer

ATTEST:

Cristy Lafary owner/manager
Print name and title

[Signature]
Secretary

309-231-1986
Phone number

- 1) The Bidder is required to sign and execute this page, EVEN IF A WAIVER IS BEING REQUESTED.
- 2) Failure to do so will result in a nonresponsive bid and rejection of the bid.
- 3) If a waiver is requested, the bidder must also complete the following "WAIVER REQUEST FORM."

The MBE/WBE Utilization Plan and the MBE/WBE Subcontractor's Letter of Intent MUST Accompany the Bid!!!

Contract 23-659-11, Group B
WAIVER REQUEST FORM

If a waiver is requested, the Bidder is required to sign and execute this page.

Contract No.: 23-659-11
Name of Bidder: CJT Mowing and Fencing LLC
Contact Person and Phone Number: Cristy Lafary 309-231-1986

With respect to the contract specified above, the Bidder hereby requests a total or partial waiver of the requirement that, pursuant to Section 15 (a)-(d) of the Affirmative Action Ordinance, Revised Appendix D, it files a MBE/WBE Utilization Plan or achieve a particular goal for MBE/WBE participation in the contract. The reasons for the request are as follows:

Unable to subcontract at this time
Explanation letter sent 5-8-23


On Behalf of CJT Mowing and Fencing LLC I/We hereby acknowledge that
(name of company)

I/WE have read Affirmative Action Ordinance, Revised Appendix D, will comply with the provisions of Affirmative Action Ordinance, Revised Appendix D, and intend to use the MBEs and WBEs listed in the MBE/WBE Utilization Plan in the performance of this contract and have completed the Waiver Request Form. To the best of my knowledge, information and belief, the facts and representations contained in this Waiver Request Form are true, and no material facts have been omitted.

I do solemnly declare and affirm under penalties of perjury that the contents of the foregoing document are true and correct, and that I am authorized, on behalf of the contractor, to make this affidavit.

5-9-2023
Date

ATTEST:


Secretary

Cristy Lafary, MBA
Signature of authorized officer
Cristy Lafary Owner
Print name and title

309-231-1986
Phone number

NOTE TO BIDDERS

All Waiver requests are evaluated carefully by the District. The evaluation is based on your firm's documented GOOD FAITH EFFORTS.

The GOOD FAITH EFFORTS MUST be Undertaken PRIOR to your bid submittal to the District. Good Faith Efforts are identified on pp. D21-D22, Section 15. Utilization Plan Submission (e), (1) (1)-(8).

The MBE/WBE Utilization Plan and the MBE/WBE Subcontractor's Letter of Intent MUST accompany the Bid!