

**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: LIZZETTE MEDINA & Co.

Contract No.: 24-635-51

Affirmative Action Contact & Phone No.: LIZZETTE RAMOS - 773 696 2330

E-Mail Address: LM@LIZZETTEMEDINA.COM

Total Bid: \$ 404,889.60

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

# Contract 24-635-51, Group A

## MBE UTILIZATION

Name of MBE and contact person: LIZZETTE MEDINA & CO.  
Business Phone Number: 773 696 2330 Email Address: LM@LIZZETTEMEDINA.COM  
Address: 4331 W. 16TH ST. CHICAGO, IL 60623  
Description of Work, Services or Supplies to be provided: MOWING

CONTRACT ITEM NO.: A1-A13  
Total Dollar Amount Participation: # 80,977.92

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

## MBE UTILIZATION

Name of MBE 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!!!

## MBE UTILIZATION

Name of MBE 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 24-635-51, Group A

## WBE UTILIZATION

Name of WBE and contact person: NONE - WAIVER REQUESTED

Business Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address: \_\_\_\_\_

Description of Work, Services or Supplies to be provided: \_\_\_\_\_

CONTRACT ITEM NO.: \_\_\_\_\_

Total Dollar Amount Participation: \_\_\_\_\_

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

(Attach additional sheets as needed)

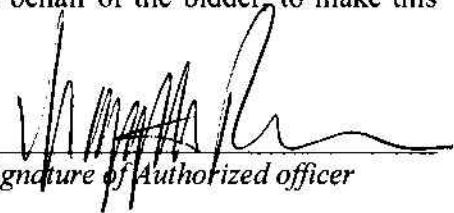
**SIGNATURE SECTION**

On Behalf of LIZZETTE MEDINA & CO. I/We hereby acknowledge that  
(name of company)

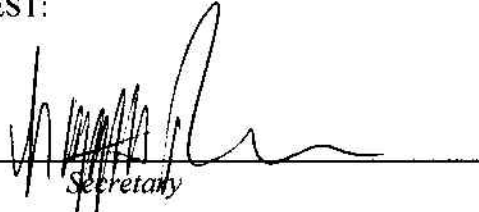
I/WE have read Revised Appendix D, will comply with the provisions of Revised Appendix D, and intend to use the MBEs and WBEs listed above in the performance of this contract and/or have completed the Waiver Request Form. To the best of my knowledge, information and belief, the facts and representations 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.

8-12-2024  
Date

  
Signature of Authorized officer

ATTEST:

  
Secretary

LIZZETTE RAMOS - PRESIDENT  
Print name and title

773 696 2330  
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, MBE/WBE Survey, and other documents MUST accompany the Bid.

Contract 24-635-51, Group A  
WAIVER REQUEST FORM

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

Contract No.: 24-635-51  
Name of Bidder: LIZZETTE MEDINA & CO.  
Contact Person and Phone Number: LIZZETTE RAMOS 773-696-2330

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:

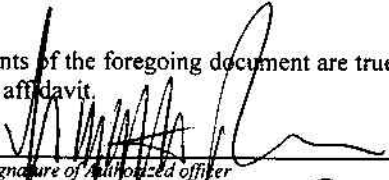
BIDDER REACHED OUT TO (10) TEN COMPANIES, ALL OF WHICH WERE M/W/VBE ON AUGUST 1ST, SECOND ATTEMPT WAS MADE ON AUGUST 8TH TO EXTEND THE OPPORTUNITY. A COUPLE FEW DID REPLY BUT WERE NOT INTERESTED. ONE (1) REPLIED THEY COULD NOT BID PER THE SPECS OF THE CONTRACT, OTHERS DID NOT REPLY. ALL EMAILS COMMUNICATION IS INCLUDED FOR YOUR REVIEW.

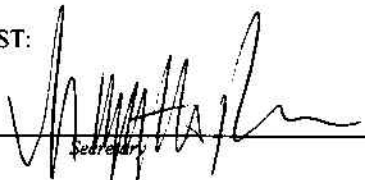
On Behalf of LIZZETTE MEDINA & CO. I/We hereby acknowledge that  
(name of company)

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.

8-12-2024  
Date

  
Signature of Authorized officer

ATTEST:  
  
Secretary

LIZZETTE RAMOS - PRESIDENT  
Print name and title

773 696 2330  
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), (i)(1)-(8).

The MBE/WBE Utilization Plan and the MBE/WBE Subcontractor List are part of the Bidder's Responsibility Agreement accompanying the Bid.