

MBE/WBE FORMS: SCHEDULES A AND B

SCHEDULE A

Statement of Prime Bidder Regarding Its MBE/WBE Utilization Plan
TO BE COMPLETED BY BIDDER ONLY

Bidder: Moore Landscapes, inc.

SPECIFICATION NUMBER: P-08033

Is the bidder a certified MBE/WBE?

MBE: Yes No WBE: Yes No

If yes, attach all current Letters of Certification.

NOTE:

CERTIFICATION OF THE BIDDER AS AN MBE SATISFIES ONLY THE MBE GOAL; THE WBE GOAL MUST STILL BE MET.

CERTIFICATION OF THE BIDDER AS A WBE SATISFIES ONLY THE WBE GOAL; THE MBE GOAL MUST STILL BE MET.

CERTIFICATION OF THE BIDDER AS BOTH MBE AND WBE MAY SATISFY ONE GOAL ONLY.

The bidder intends to perform work in connection with this project as a:

GENDER:

Male
 Female

RACE/ETHNICITY:

Black/African American
 Hispanic American
 Asian American
 White American
 Other _____

TYPE OF FIRM:

Partnership
 Sole Proprietorship
 Corporation
 Joint Venturer
 Other _____

All MBE/WBE firms included in the following plan must be certified as such by a public or private organization such as the City of Chicago, Chicago Minority Business Development Council (CMBDC), Women Business Development Center (WBDC), and the Small Business Administration.

I. Participation of MBE/WBE Firms

In determining the manner of MBE/WBE participation in the performance of this contract, the bidder shall consider involvement with MBE/WBE firms as joint venture partners, subcontractors, and suppliers of goods and services, either directly or indirectly.

A. If bidder is a joint venturer and one or more joint venture partners are certified MBEs or WBEs, attach copies of Letters of Certification and a copy of the Joint Venture Agreement clearly describing the role of the MBE/WBE firm(s) and its ownership interest in the joint venture.

B. MBE/WBE subcontractors/suppliers/consultants proposed to perform work or supply goods or services where such performance does not directly relate to the performance of this contract is considered indirect participation.

MBE/WBE Subcontractors/Suppliers/Consultants:

1. Name of MBE/WBE: AB Sanchez
Address: 2814 E. Hutz Rd, Arlington Heights, IL 60004
Contact Person: Bobby Sanchez Phone: 847-392-5767
E-mail: - Fax: 847-392-6552
MBE/WBE Participation: Dollars \$ \$150,000 Percent: 10 %

Will this subcontractor be used for direct or indirect participation? (circle one)

Schedule B and all current certification letters attached? Yes No

2. Name of MBE/WBE: Sanders Landscaping, inc.
Address: 8350 S. South Chicago Ave, Chicago, IL 60617
Contact Person: Helene Sanders Phone: 773-374-8773
E-mail: - Fax: 773-731-5484
MBE/WBE Participation: Dollars \$ 225,000 Percent: 15%
Will this subcontractor be used for direct or indirect participation? (circle one)
Schedule B and all current certification letters attached? Yes No

3. Name of MBE/WBE: Briar Patch Landscapes.
Address: 2933 N. Milwaukee Ave, Chicago, IL 60618
Contact Person: Nanette Flynn Phone: 773-316-4524
E-mail: - Fax: 773-781-5549
MBE/WBE Participation: Dollars \$ 10,428- Percent: .7%
Will this subcontractor be used for direct or indirect participation? (circle one)
Schedule B and all current certification letters attached? Yes No

4. Name of MBE/WBE: RCOP, inc
Address: 45W464 Ramon Rd, maple park, IL 60151
Contact Person: Mindy Clesan Phone: 630-365-6844
E-mail: - Fax: 630-365-5255
MBE/WBE Participation: Dollars \$ 75,000 Percent: 5%
Will this subcontractor be used for direct or indirect participation? (circle one)
Schedule B and all current certification letters attached? Yes No

5. Name of MBE/WBE: _____
Address: _____
Contact Person: _____ Phone: _____
E-mail: _____ Fax: _____
MBE/WBE Participation: Dollars \$ _____ Percent: _____%
Will this subcontractor be used for direct or indirect participation? (circle one)
Schedule B and all current certification letters attached? Yes No

II. Summary of MBE/WBE Proposal:

A. MBE Proposal:

1. MBE Participation:

<u>MBE Firm Name</u>	Dollar Amount of Participation	Percent Amount of Participation
<u>AB Sanchez</u>	\$ <u>150,000</u>	<u>10</u> %
<u>Sanders Landscape</u>	\$ <u>225,000</u>	<u>15</u> %
<u>Briar Patch Landscape</u>	\$ <u>10,428</u>	<u>.7</u> %
_____	\$ _____	_____ %
_____	\$ _____	_____ %
_____	\$ _____	_____ %
_____	\$ _____	_____ %
_____	\$ _____	_____ %
Total MBE Participation:	\$ <u>385,428</u>	<u>25.7</u> %

2. WBE Participation:

<u>WBE Firm Name</u>	Dollar Amount of Participation	Percent Amount of Participation
<u>PCOP, inc.</u>	\$ <u>75,000</u>	<u>5</u> %
_____	\$ _____	_____ %
_____	\$ _____	_____ %
_____	\$ _____	_____ %
_____	\$ _____	_____ %
_____	\$ _____	_____ %
_____	\$ _____	_____ %
_____	\$ _____	_____ %
Total WBE Participation:	\$ <u>75,000</u>	<u>5</u> %

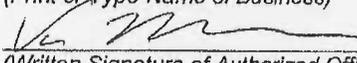
The bidder designates the following person as its MBE/WBE Liaison Officer:

Jim Pearson, VP Maint, Chicago (847) 774-11099
 (Name and Title) (Phone Number)

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.

Bidder: Moore Landscapes
(Print or Type Name of Business)

Signature:  Date: 3/10/14
(Written Signature of Authorized Officer/Representative)

Name/Title: Victor Moore, CEO
(Print or Type Name and Title of Person Signing Statement)

NOTE

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

SCHEDULE B

Statement of Intent from MBE/WBE to Perform as Subcontractor, Supplier and/or Consultant
DO NOT FILL OUT OR SIGN THIS FORM IF YOU ARE THE PRIME BIDDER

SPECIFICATION NUMBER: P-08033

From: A+B Sanchez Landscaping Inc.
(Name of MBE/WBE Firm)

MBE: Yes No
WBE: Yes No

To: _____ and the Chicago Park District:
(Name of Prime Contractor-Bidder)

The undersigned intends to perform work in connection with the above projects as a:

GENDER:
 Male
 Female

RACE/ETHNICITY:
 Black/African American
 Hispanic American
 Asian American
 White American
 Other _____

TYPE OF FIRM:
 Partnership
 Sole Proprietorship
 Corporation
 Joint Venturer
 Other _____

The MBE/WBE status of the undersigned is confirmed by the attached current Letters of Certification from public or private entities such as the City of Chicago, the Chicago Minority Business Development Council (CMBDC), the Women's Business Development Center (WBDC), and the Small Business Administration. Attach all current certification letters behind Schedule B.

The undersigned is prepared to provide the following services or supply the following goods in connection with the above project/contract:

Floral gardens installation and maintenance

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

\$150,000 for 2014 @ net 60

If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheets.

The undersigned will enter into a written agreement for the above work with you as prime contractor, conditioned upon your execution of a contract with the Chicago Park District, and will do so within (3) three working days of receipt of a signed contract from the Chicago Park District.

Signature: [Signature] Date: 3-7-14
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: Barbarito Sanchez President
(Print or Type Name and Title)

Address: 2814 E. Hintz Rd Arlington Hrs IL 60004

Telephone: 847/392-5767 Fax: 847/392-6552

SCHEDULE B

Statement of Intent from MBE/WBE to Perform as Subcontractor, Supplier and/or Consultant
DO NOT FILL OUT OR SIGN THIS FORM IF YOU ARE THE PRIME BIDDER

SPECIFICATION NUMBER: 8-08037

From: Sanders Landscaping, Inc. MBE: Yes No
(Name of MBE/WBE Firm) WBE: Yes No
To: Moore Landscapes, Inc. and the Chicago Park District:
(Name of Prime Contractor-Bidder)

The undersigned intends to perform work in connection with the above projects as a:

GENDER: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	RACE/ETHNICITY: <input checked="" type="checkbox"/> Black/African American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Asian American <input type="checkbox"/> White American <input type="checkbox"/> Other _____	TYPE OF FIRM: <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Joint Venturer <input type="checkbox"/> Other _____
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The MBE/WBE status of the undersigned is confirmed by the attached current Letters of Certification from public or private entities such as the City of Chicago, the Chicago Minority Business Development Council (CMBDC), the Women's Business Development Center (WBDC), and the Small Business Administration.
Attach all current certification letters behind Schedule B.

The undersigned is prepared to provide the following services or supply the following goods in connection with the above project/contract:

Floral Gardens Installation and Maintenance

The above described performance is offered for the following price and described terms of payment:
\$225,000.00 at net 60 hr 2014

If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheets.

The undersigned will enter into a written agreement for the above work with you as prime contractor, conditioned upon your execution of a contract with the Chicago Park District, and will do so within (3) three working days of receipt of a signed contract from the Chicago Park District.

Signature: Helene Sanders Date: 3/6/14
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: Helene Sanders Vice President
(Print or Type Name and Title)

Address: 8350 S. South Chicago Avenue, Chicago, IL 60617

Telephone: 773-374-8773 Fax: 773-731-5484

SCHEDULE B

Statement of Intent from MBE/WBE to Perform as Subcontractor, Supplier and/or Consultant
DO NOT FILL OUT OR SIGN THIS FORM IF YOU ARE THE PRIME BIDDER

SPECIFICATION NUMBER: P-08033

From: BriarPatch Landscaping MBE: Yes No
(Name of MBE/WBE Firm) WBE: Yes No
To: Moore Landscapes and the Chicago Park District:
(Name of Prime Contractor-Bidder)

The undersigned intends to perform work in connection with the above projects as a:

GENDER: Male Female
RACE/ETHNICITY: Black/African American Hispanic American Asian American White American Other _____
TYPE OF FIRM: Partnership Sole Proprietorship Corporation Joint Venturer Other _____

The MBE/WBE status of the undersigned is confirmed by the attached current Letters of Certification from public or private entities such as the City of Chicago, the Chicago Minority Business Development Council (CMBDC), the Women's Business Development Center (WBDC), and the Small Business Administration. Attach all current certification letters behind Schedule B.

The undersigned is prepared to provide the following services or supply the following goods in connection with the above project/contract:

Landscape Maintenance & Installation

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

\$10,428 @ net 60 for 2014

If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheets.

The undersigned will enter into a written agreement for the above work with you as prime contractor, conditioned upon your execution of a contract with the Chicago Park District, and will do so within (3) three working days of receipt of a signed contract from the Chicago Park District.

Signature: [Signature] Date: 3/7/14
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: Wanette Flynn President
(Print or Type Name and Title)

Address: 2933 N. Milwaukee Ave Chicago IL 60618

Telephone: 773-316-4524 Fax: 773-751-5549

SCHEDULE B

Statement of Intent from MBE/WBE to Perform as Subcontractor, Supplier and/or Consultant
DO NOT FILL OUT OR SIGN THIS FORM IF YOU ARE THE PRIME BIDDER

SPECIFICATION NUMBER: P08033

From: Ron Clesens Ornamental Plants, Inc. MBE: Yes No
(Name of MBE/WBE Firm) WBE: Yes No
To: moore Landscapes and the Chicago Park District:
(Name of Prime Contractor-Bidder)

The undersigned intends to perform work in connection with the above projects as a:

- | | | |
|--|--|---|
| GENDER: | RACE/ETHNICITY: | TYPE OF FIRM: |
| <input type="checkbox"/> Male | <input type="checkbox"/> Black/African American | <input type="checkbox"/> Partnership |
| <input checked="" type="checkbox"/> Female | <input type="checkbox"/> Hispanic American | <input type="checkbox"/> Sole Proprietorship |
| | <input type="checkbox"/> Asian American | <input checked="" type="checkbox"/> Corporation |
| | <input checked="" type="checkbox"/> White American | <input type="checkbox"/> Joint Venturer |
| | <input type="checkbox"/> Other _____ | <input type="checkbox"/> Other _____ |

The MBE/WBE status of the undersigned is confirmed by the attached current Letters of Certification from public or private entities such as the City of Chicago, the Chicago Minority Business Development Council (CMBDC), the Women's Business Development Center (WBDC), and the Small Business Administration.
Attach all current certification letters behind Schedule B.

The undersigned is prepared to provide the following services or supply the following goods in connection with the above project/contract:
plants & flowers

The above described performance is offered for the following price and described terms of payment:
5% of contract

If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheets.

The undersigned will enter into a written agreement for the above work with you as prime contractor, conditioned upon your execution of a contract with the Chicago Park District, and will do so within (3) three working days of receipt of a signed contract from the Chicago Park District.

Signature: [Signature] Date: 3/6/14
(Signature of Owner or Authorized Agent of MBE/WBE)
Name/Title: President, MINDY Clesen
(Print or Type Name and Title)
Address: 45 W 164th Rammed Maple Park IL 60151
Telephone: 630/365.6544 Fax: 630/365.5255



DEPARTMENT OF PROCUREMENT SERVICES
CITY OF CHICAGO

bobby@absanchezlandscapes.com

March 7, 2014

Atanacio Sanchez
A & B Sanchez Landscaping, Inc.
2814 East Hintz Road
Arlington Heights, IL 60004-2265

Dear Mr. Sanchez:

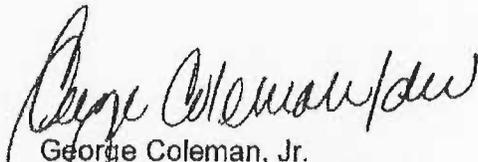
This letter is to inform you that the City of Chicago has extended your status as a **Minority Business Enterprise (MBE) until May 31, 2014**. We are providing this extension to allow enough time to provide any additional documentation that your application may be missing and for our office to complete our review of all of the submitted documents.

This extension does not guarantee eligibility in the program but will act as a courtesy extension until we receive all of the required documentation and complete a review of that documentation.

Please present this letter as evidence of your certification to be included with bid document submittals as needed.

If you have any questions, please feel free to call our office at 312-744-1929.

Sincerely,



George Coleman, Jr.
Deputy Procurement Officer

GC/si



DEPARTMENT OF PROCUREMENT SERVICES
CITY OF CHICAGO

Copy sent via email:
sandersland@sbcglobal.net

February 28, 2014

Helene Sanders
Sanders Landscaping, Inc.
8350 South Chicago Avenue
Chicago, IL 60617-1846

Dear Ms. Sanders:

This letter is to inform you that the City of Chicago has extended your status as a **Minority Business Enterprise** until **May 1, 2014**. We are providing this extension to allow enough time to provide any additional documentation that your application may be missing and for our office to complete our review of all of the submitted documents.

This extension does not guarantee eligibility in the program but will act as a courtesy extension until we receive all of the required documentation and complete a review of that documentation.

Please present this letter as evidence of your certification to be included with bid document submittals as needed.

If you have any questions, please feel free to call our office at 312-744-1929.

Sincerely,

George W. Coleman, Jr.
Deputy Procurement Officer

GWC/tma



DEPARTMENT OF PROCUREMENT SERVICES
CITY OF CHICAGO

MAY 11 2012

Helene Sanders
Sanders Landscaping Incorporated
8350 South Chicago Avenue
Chicago, IL 60617-1846

Annual Certificate Expires: June 1, 2013

Dear Helene Sanders:

Congratulations on your continued eligibility for certification as a **Minority Business Enterprise (MBE)** by the City of Chicago. This certification is valid until **June 1, 2013**.

You have an affirmative duty to file for recertification 60 days prior to the date of expiration. Therefore, you must file for recertification by **4/1/2013**.

It is important to note that you also have an ongoing affirmative duty to notify the City of Chicago of any changes in ownership or control of your firm, or any other fact affecting your firm's eligibility for certification within 10 days of such change. These changes may include but are not limited to a change of address, change of business structure, change in ownership or ownership structure, change of business operations, and/or gross receipts that exceed the program threshold.

Please note – you shall be deemed to have had your certification lapse and will be ineligible to participate as a MBE/WBE/BEPD if you fail to:

- o file your No Change Affidavit within the required time period;
- o provide financial or other records requested pursuant to an audit within the required time period; or
- o notify the City of any changes affecting your firm's certification within 10 days of such change.

Further, if you or your firm is found to be involved in certification, bidding and/or contractual fraud or abuse, the City will pursue decertification and debarment. And in addition to any other penalty imposed by law, any person who knowingly obtains, or knowingly assists another in obtaining, a contract with the city by

falsely representing that the individual or entity, or the individual or entity assisted, is a minority-owned business or a woman-owned business, is guilty of a misdemeanor, punishable by incarceration in the county jail for a period not to exceed six months or a fine of not less than \$5,000.00 and not more than \$10,000, or both.

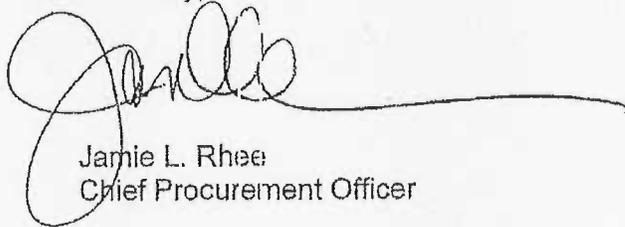
Your firm is listed in the City's Directory of Minority Business Enterprises and Women Business Enterprises in the specialty area(s) of:

**LANDSCAPING (INCLUDING DESIGN, FERTILIZING, PLANTING, ETC.,
BUT NOT GROUNDS MAINTENANCE OR TREE TRIMMING SERVICES)**

Your firm's participation on City contracts will be credited only toward Minority Business Enterprise (MBE) goals in your area(s) of specialty. While your participation on City contracts is not limited to your specialty, credit toward Minority Business Enterprise (MBE) goal will be given only for work done in a specialty category.

Thank you for your continued participation in the City's Certification and Compliance Program.

Sincerely,



Jamie L. Rhee
Chief Procurement Officer

FH

Certification: ViewHelp & Tools 

Certification List

Vendor Information 

Business Name	Briar Patch Landscaping
VendorID	20079240
Primary Owner's Name	Nanette M. Flynn
Company Type	Corporation
Ethnic Group	African American
Gender	Female

Certification Information 

Certifying Agency	City of Chicago
Certification Type	MBE - Minority Business Enterprise
Effective Date	9/4/2013
Renewal/Anniversary Date	5/1/2014
Expiration Date	5/1/2014

Contact Information 

Main Company Email	brpatch99@yahoo.com
Main Phone	773-316-4524
Main Fax	773-751-5549
Internet Web Page	briarpatchlandscaping.com

Addresses 

Physical Address	4933 N. Mozart Avenue Chicago, IL 60625
Mailing Address	4933 N. Mozart Avenue Chicago, IL 60625

Business Capabilities 

Business certified for	NAICS 561730 Landscaping services (except planning)
Full Description of Capabilities/Products	NAICS 561730 Landscaping services (except planning)
Commodity Codes	NAICS 561730 Landscaping services (except planning) (More)

Owner Ethnicity and Gender 

Ethnic Group	African American
Gender	Female
DBE Ethnic Group	Black American

Location 

County	Cook (IL)
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Letters Sent 

No letters sent for this certification record.



DEPARTMENT OF PROCUREMENT SERVICES
CITY OF CHICAGO

SEP 04 2013

Nanette M. Flynn
Briar Patch Landscaping
4933 N. Mozart Avenue
Chicago, IL 60625

Dear Ms. Flynn:

We are pleased to inform you that **Briar Patch Landscaping** has been certified as a **Minority Business Enterprise ("MBE")** and **Women Business Enterprise ("WBE")** by the City of Chicago ("City"). This **MBE/WBE** certification is valid until **05/01/2014**; however your firm's certification must be revalidated annually. In the past the City has provided you with an annual letter confirming your certification; such letters will no longer be issued. As a consequence, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 days** before your annual anniversary date.

Your firm's five year certification will expire on **05/01/2014**. You have an affirmative duty to file for recertification **60 days** prior to the date of the five year anniversary date. Therefore, you must file for recertification by **03/01/2014**.

It is important to note that you also have an ongoing affirmative duty to notify the City of any changes in ownership or control of your firm, or any other fact affecting your firm's eligibility for certification **within 10 days** of such change. These changes may include but are not limited to a change of address, change of business structure, change in ownership or ownership structure, change of business operations, gross receipts and or personal net worth that exceed the program threshold. Failure to provide the City with timely notice of such changes may result in the suspension or rescission of your certification. In addition, you may be liable for civil penalties under Chapter 1-22, "False Claims", of the Municipal Code of Chicago.

Please note – you shall be deemed to have had your certification lapse and will be ineligible to participate as a **MBE/WBE** if you fail to:

- File your annual No-Change Affidavit within the required time period;
- Provide financial or other records requested pursuant to an audit within the required time period;
- Notify the City of any changes affecting your firm's certification **within 10 days** of such change;
or
- File your recertification within the required time period.

Please be reminded of your contractual obligation to cooperate with the City with respect to any reviews, audits or investigation of its contracts and affirmative action programs. We strongly encourage you to assist us in maintaining the integrity of our programs by reporting instances or suspicions of fraud or abuse to the **City's Inspector General** at chicagoinspectorgeneral.org, or **866-IG-TIPLINE (866-448-4754)**.

AW

Be advised that if you or your firm is found to be involved in certification, bidding and/or contractual fraud or abuse, the City will pursue decertification and debarment. In addition to any other penalty imposed by law, any person who knowingly obtains, or knowingly assists another in obtaining a contract with the City by falsely representing the individual or entity, or the individual or entity assisted is guilty of a misdemeanor, punishable by incarceration in the county jail for a period not to exceed six months, or a fine of not less than \$5,000 and not more than \$10,000 or both.

Your firm's name will be listed in the City's Directory of Minority and Women-Owned Business Enterprises in the specialty area(s) of:

NAICS Code(s):

561730 - Landscaping services (except planning)

Your firm's participation on City contracts will be credited only toward **Minority Business Enterprise and Women Business Enterprise** goals in your area(s) specialty. While your participation on City contracts is not limited to your area of specialty, credit toward goals will be given only for work that is self-performed and providing a commercially useful function that is done in the approved specialty category.

Thank you for your interest in the City's Minority and Women-Owned Business Enterprise (MBE/WBE) Program.

Sincerely,



Jamie L. Rhee
Chief Procurement Officer

JLR/ha



DEPARTMENT OF PROCUREMENT SERVICES

CITY OF CHICAGO

JAN 31 2014

Mindy Clesen
Ron Clesen's Ornamental Plants, Inc.
45w464 Ramm Road
Maple Park, IL 60151

Dear Ms. Clesen:

We are pleased to inform you that **Ron Clesen's Ornamental Plants, Inc.** has been recertified as a **Women Business Enterprise ("WBE")** by the City of Chicago ("City"). This **WBE** certification is valid until **09/01/2014**; however your firm's certification must be revalidated annually. In the past the City has provided you with an annual letter confirming your certification; such letters will no longer be issued. As a consequence, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 days** before your annual anniversary date.

Your firm's five year certification will expire on **09/01/2014**. You have an affirmative duty to file for recertification **60 days** prior to the date of the five year anniversary date. Therefore, you must file for recertification by **07/01/2014**.

It is important to note that you also have an ongoing affirmative duty to notify the City of any changes in ownership or control of your firm, or any other fact affecting your firm's eligibility for certification **within 10 days** of such change. These changes may include but are not limited to a change of address, change of business structure, change in ownership or ownership structure, change of business operations, gross receipts and or personal net worth that exceed the program threshold. Failure to provide the City with timely notice of such changes may result in the suspension or rescission of your certification. In addition, you may be liable for civil penalties under Chapter 1-22, "False Claims", of the Municipal Code of Chicago.

Please note – you shall be deemed to have had your certification lapse and will be ineligible to participate as a **WBE** if you fail to:

- File your annual No-Change Affidavit within the required time period;
- Provide financial or other records requested pursuant to an audit within the required time period;

D.W.

- Notify the City of any changes affecting your firm's certification **within 10 days** of such change; or
- File your recertification within the required time period.

Please be reminded of your contractual obligation to cooperate with the City with respect to any reviews, audits or investigation of its contracts and affirmative action programs. We strongly encourage you to assist us in maintaining the integrity of our programs by reporting instances or suspicions of fraud or abuse to the **City's Inspector General at chicagoinspectorgeneral.org, or 866-IG-TIPLINE (866-448-4754).**

Be advised that if you or your firm is found to be involved in certification, bidding and/or contractual fraud or abuse, the City will pursue decertification and debarment. In addition to any other penalty imposed by law, any person who knowingly obtains, or knowingly assists another in obtaining a contract with the City by falsely representing the individual or entity, or the individual or entity assisted is guilty of a misdemeanor, punishable by incarceration in the county jail for a period not to exceed six months, or a fine of not less than \$5,000 and not more than \$10,000 or both.

Your firm's name will be listed in the City's Directory of Minority and Women-Owned Business Enterprises in the specialty area(s) of:

NAICS Code(s):

111422 - Floriculture Production

111422 - Ornamental Plant Growing

424930 - Florist's Supplies Merchant Wholesalers

Your firm's participation on City contracts will be credited only toward **Women Business Enterprise** goals in your area(s) specialty. While your participation on City contracts is not limited to your area of specialty, credit toward goals will be given only for work that is self-performed and providing a commercially useful function that is done in the approved specialty category.

Thank you for your interest in the City's Minority and Women-Owned Business Enterprise (MBE/WBE) Program.

Sincerely,



Jamie L. Rhee
Chief Procurement Officer

JLR/sl