

## SCHEDULE A

### Statement of Proposer Regarding Its MBE/WBE Utilization Plan

TO BE COMPLETED BY PROPOSER ONLY

Proposer: Westrec SMI OpCo, LLC Project: P-23010 Management & Operation of Outdoor Ice Rinks

Is the proposer a certified MBE/WBE?

MBE: ☐ Yes ☒ No WBE: ☐ Yes ☒ No

If yes, attach all current Letters of Certification.

#### NOTE:

Certification of the proposer as an MBE satisfies only the MBE goal; the WBE goal must still be met. Certification of the proposer as a WBE satisfies only the WBE goal; the MBE goal must still be met. Certification of the proposer as both MBE and WBE may satisfy one goal only.

The proposer 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 entity such as the City of Chicago, Cook County-Illinois, the Illinois Department of Central Management Services (CMS), the Metropolitan Water Reclamation District, the Small Business Administration (SBA), the Chicago Minority Business Development Council (CMBDC), and the Women's Business Development Center (WBDC).

#### I. Participation of MBE/WBE Firms

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

- A. If the proposer 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. Proposing MBE/WBE subcontractors/suppliers/consultants to perform work or supply goods or services not directly related to the performance of this contract is considered to be indirect participation.

MBE/WBE Subcontractors/Suppliers/Consultants:

1. Name of MBE/WBE: Evans Electric, LLC  
 Address: 2424 Rose Ave, Franklin Park, IL 60131  
 Contact Person: Andy Evans Phone: 708-544-4399  
 E-mail: andyc@evanselec.com Fax: \_\_\_\_\_  
 MBE/WBE Participation: Dollars \$ \$255,000 Percent: 25 %  
 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: Quimex  
 Address: 14702 S Hamlin, Midlothian, IL 60455  
 Contact Person: Jennifer Estrada-Griffith Phone: 708-597-6201  
 E-mail: jgriffith@quimexinc.com Fax: \_\_\_\_\_  
 MBE/WBE Participation: Dollars \$ \$10,000 Percent: 1 %  
 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: Runco Office Supply  
 Address: 1655 Elmhurst Rd, Elk Grove Village, IL 60007  
 Contact Person: Diane Stock Phone: 847-437-4300  
 E-mail: CustomerService@runcoonline.com Fax: \_\_\_\_\_  
 MBE/WBE Participation: Dollars \$ \$10,000 Percent: 1 %  
 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: Mutual Sales Corporation  
 Address: 2447 W Belmont Ave, Chicago IL 60618  
 Contact Person: Daniel Baumann Phone: 773-935-9440  
 E-mail: MBaumann@mutualsalescorp.com Fax: \_\_\_\_\_  
 MBE/WBE Participation: Dollars \$ \$20,000 Percent: 2 %  
 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: Emergent Safety Supply  
 Address: 1055 Kingsland Drive, Batavia, IL 60510  
 Contact Person: Diane Keating Phone: 630-406-9666  
 E-mail: dkeating@emergentsafety.com Fax: \_\_\_\_\_  
 MBE/WBE Participation: Dollars \$ \$20,000 Percent: 2 %  
 Will this subcontractor be used for direct or indirect participation? (circle one)  
 Schedule B and all current certification letters attached? ☒ Yes ☐ No
6. Name of MBE/WBE: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
 E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_  
 MBE/WBE Participation: Dollars \$ \_\_\_\_\_ Percent: \_\_\_\_\_ %  
 Will this subcontractor be used as direct or indirect participation? (circle one)  
 Schedule B and all current certification letters attached? ☐ Yes ☐ No

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7. 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
8. 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
9. 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
10. 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

Attach additional sheets as needed.

**II. Summary of MBE/WBE Plan:****A. MBE Participation:**

<u>MBE Firm Name</u>	<u>Dollar Amount of Participation</u>	<u>Percent Amount of Participation</u>
\$ <u>Evans Electric , LLC</u>	\$ <u>255,000</u>	<u>25</u> %
\$ <u>Quimex</u>	\$ <u>10,000</u>	<u>1</u> %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
Total MBE Participation:	\$ <u>285,000</u>	<u>26</u> %

**B. WBE Participation:**

<u>WBE Firm Name</u>	<u>Dollar Amount of Participation</u>	<u>Percent Amount of Participation</u>
\$ <u>Mutual Sales Corporation</u>	\$ <u>20,000</u>	<u>2</u> %
\$ <u>Emergent Safety Supply</u>	\$ <u>20,000</u>	<u>2</u> %
\$ <u>Runco Office Supply</u>	\$ <u>10,000</u>	<u>1</u> %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
Total WBE Participation:	\$ <u>50,000</u>	<u>5</u> %

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

Bill Endsley, Assistant Controller

(Name and Title)

( 312 ) 741-3604

(Phone Number)

bill@chicagoharbors.com

(E-mail address)

CONTINUE TO NEXT PAGE

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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.

Proposer:

SCOTT STEVENSON  
(Print or Type Name of Business)

Signature:

[Signature]  
(Written Signature of Authorized Officer/Representative)

Date:

6/26/23

Name/Title:

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

**NOTE**

If the proposer is an MBE/WBE joint venture with a non-MBE/WBE firm use the Signature Page that follows instead.

**End of Schedule A**



P-23010

## 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 PROPOSER

Project: P-23010 - RFP for Management and Operations of Outdoor Ice Rinks

From: Evans Electric, LLC

(Name of MBE/WBE Firm)

MBE: ☒ Yes ☐ No

WBE: ☐ Yes ☐ No

To: Westrec SMI OpCo, LLC

(Name of - Proposer)

and the Chicago Park District:

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, Cook County-Illinois, the Illinois Department of Central Management Services (CMS), the Metropolitan Water Reclamation District, the Small Business Administration (SBA), the Chicago Minority Business Development Council (CMBDC), and the Women's Business Development Center (WBDC).

**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:

Electrical infrastructure maintenance, repairs, and new work as requested.

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

Wage as determined by IBEW LU 134 current rates, parts, payment due  
within 30 days of receipt of invoice.


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

P-23010

## SCHEDULE B

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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:  Date: 7/19/2023  
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: Michael Evans / Managing Member  
(Print or Type Name and Title)

Address: 2424 Rose Ave, Franklin Park, IL 60131

Telephone: 708-544-4399 Fax: 708-544-4764

End of Schedule B



DEPARTMENT OF PROCUREMENT SERVICES

CITY OF CHICAGO

JUL - 2 2018

Mr. Michael Evans  
Evan's Electric, LLC  
2424 25<sup>th</sup> Ave.  
Franklin Park, IL 60131

Dear Michael Evans:

We are pleased to inform you that **Evan's Electric, LLC** has been recertified as a **Minority-Owned Business Enterprise ("MBE")** by the City of Chicago ("City"). This **MBE** certification is valid until **6/15/2023**; 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.

It is now your responsibility to check the City's certification directory and verify your certification status. As a condition of continued certification during the five year period stated above, you must file an annual No-Change Affidavit. Your firm's **annual No-Change Affidavit** is due by **6/15/2019, 6/15/2020, 6/15/2021 and 6/15/2022**. Please remember, you have an affirmative duty to file your **No-Change Affidavit 60 days** prior to the date of expiration. Failure to file your annual No-Change Affidavit may result in the suspension or rescission of your certification.

Your firm's five year certification will expire on **6/15/2023**. 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 **4/15/2023**.

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** 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](http://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):**

**237130 – Power and Communication Line and Related Structures Construction**

**238210 – Electrical Contractors**

Your firm's participation on City contracts will be credited only toward **Minority-Owned 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, Women-Owned Business Enterprise, Veteran-Owned Business Enterprise and Business Enterprises Owned or Operated by People with Disabilities (MBE/WBE/VBE/BEPD) Program.

Sincerely,



Rich Butler  
First Deputy Procurement Officer

RB/cm



## Certification Application: Main Summary

[Main](#) [Documents](#) [Signature](#) [Submit](#) [Q & A](#) [Utilities](#) [Cert List](#)

Evan's Electric, LLC

Type: MBE/WBE/BEPD/VBE No Change Affidavit

App #: 4572488

Status: Received & In Process

Started: 4/26/2023


Submitted: 4/27/2023

The application is currently being reviewed.

[Need Help?](#)

[User manual](#)




### MBE/WBE/BEPD/VBE No Change Affidavit Information

TYPE	MBE/WBE/BEPD/VBE No Change Affidavit
CERTIFYING AGENCY	City of Chicago
BUSINESS NAME	Evan's Electric, LLC DBA Evan's Electric, LLC
CURRENT STATUS	Received & In Process
APPLICATION NUMBER	4572488
CONTACT PERSON	Michael Evans  <a href="#">(Add user not on list)</a>



This is the assigned user for this MBE/WBE/BEPD/VBE No Change Affidavit. To ensure security of the record, only **YOU** have access unless you reassign it to another user for completion or explicitly grant access by clicking the [Utilities](#) tab and adding a user to the [Access List](#).

[View and Print App For Your Records](#)

### Sections and Documentation

CONTACT INFORMATION	 <a href="#">View</a>	Complete: 7 completed of 7 required; 3 completed of 3 optional (by Michael Evans, 4/26/2023)
BUSINESS INFORMATION	 <a href="#">View</a>	Complete: 11 completed of 11 required; 1 completed of 1 optional (by Michael Evans, 4/26/2023)
DOCUMENT LIST	 <a href="#">View</a>	Complete: 1 attached of 1 mandatory; 9 attached of 9 required

### Signature and Submittal

SIGNATURE	 <a href="#">View</a>	Signed (Michael Evans, 4/27/2023)
SUBMITTAL	 <a href="#">View</a>	Submitted (Michael Evans, 4/27/2023)

## Receipt and Processing

**RECEIVED**



**Received (Sonia Larkin, 5/6/2023)**

**IN PROCESS**



**Processing started (Sonia Larkin, 5/6/2023)**

Customer Support

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P-23010

## 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 PROPOSER

Project: P-23010 - RFP for Management and Operations of Outdoor Ice Rinks

From: Quimex Inc  
(Name of MBE/WBE Firm)

MBE: ☒ Yes ☐ No  
WBE: ☐ Yes ☒ No

To: Westrec SMI OpCo, LLC and the Chicago Park District:  
(Name of - Proposer)

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, Cook County-Illinois, the Illinois Department of Central Management Services (CMS), the Metropolitan Water Reclamation District, the Small Business Administration (SBA), the Chicago Minority Business Development Council (CMBDC), and the Women's Business Development Center (WBDC).

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:

Industrial lubricants , chemicals and solvents

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

Price varies according to product and market. Terms 30 days from date of invoice.

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

**SCHEDULE B**

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:  Date: 10/20/2023  
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: Jennifer Estrada-Griffith VP  
(Print or Type Name and Title)

Address: 14702 S. Hamlin Ave Midlothian IL 60445

Telephone: 708.597.6201 Fax: 708.597.8655

End of Schedule B





DEPARTMENT OF PROCUREMENT SERVICES

APR 24 2019

CITY OF CHICAGO

Brandon Estrada  
Quimex, Inc.  
14702 S. Hamlin  
Midlothian, IL 60445

Dear Mr. Estrada:

We are pleased to inform you that **Quimex, Inc.**, has been recertified as a **Minority-Owned Business Enterprise ("MBE")** by the City of Chicago ("City"). This **MBE** certification is valid until **04/15/2024**; 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. Therefore, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 days** before your annual anniversary date.

It is now your responsibility to check the City's certification directory and verify your certification status. As a condition of continued certification during the five year period stated above, you must file an **annual No-Change Affidavit**. Your firm's annual No-Change Affidavit is due by **04/15/2020, 04/15/2021, 04/15/2022, and 04/15/2023**. Please remember, you have an affirmative duty to file your No-Change Affidavit 60 days prior to the date of expiration. Failure to file your annual No-Change Affidavit may result in the suspension or rescission of your certification.

Your firm's five year certification will expire on **04/15/2024**. 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 **02/15/2024**.

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** 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](http://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):**

**424690 - Other Chemical and Allied Products Merchant Wholesalers**


**424720 - Petroleum and Petroleum Products Merchant Wholesalers**

Your firm's participation on City contracts will be credited only toward **MBE** 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, Women-Owned Business Enterprise, Veteran-Owned Business Enterprise and Business Enterprise Owned or Operated by People with Disabilities (MBE/WBE/VBE/BEPD) Program.

Sincerely,



Shannon E. Andrews   
Chief Procurement Officer

SEA/cm

P-23010

## 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 PROPOSER

Project: P-23010 - RFP for Management and Operations of Outdoor Ice Rinks

From: Mutual Sales Corporation MBE: ☐ Yes ☒ No  
(Name of MBE/WBE Firm) WBE: ☒ Yes ☐ No

To: Westrec SMI OpCo, LLD and the Chicago Park District:  
(Name of - Proposer)

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

<b>GENDER:</b>	<b>RACE/ETHNICITY:</b>	<b>TYPE OF FIRM:</b>
<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 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, Cook County-Illinois, the Illinois Department of Central Management Services (CMS), the Metropolitan Water Reclamation District, the Small Business Administration (SBA), the Chicago Minority Business Development Council (CMBDC), and the Women's Business Development Center (WBDC).

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:

Professional Equipment, hardware and fasteners, industrial supplies

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

Prices vary according to product. Terms 30 days from date of invoice.

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

**SCHEDULE B**

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:  Date: 6-28-23  
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: DANIEL R. BAUMANN, V.P.  
(Print or Type Name and Title)

Address: 2447 W. Belmont Ave. Chicago, IL 60618

Telephone: 773-935-9440 Fax: 773-935-3043

End of Schedule B



**CERTIFIED WBE CONSTRUCTION SUPPLY VENDOR**

**FOR STATE OF ILLINOIS & CITY OF CHICAGO**

**APPROVED NAICS (CLASSIFICATION) CODES:**

Assigned Commodity Codes		
Type	Code	
CTA	0023	CUTTING TOOLS: TAPS DRILLS
CTA	0061	TOOLS: HAND, EXCEPT SAWS
CTA	0063	SAFETY EQUIPMENT
CTA	0083	DRILLS
CTA	0092	NAILS
CTA	0156	NUTS: STEEL
CTA	0746	REPAIR PARTS
NAICS	423320	Brick, Stone, and Related Construction Material Merchant Wholesalers
NAICS	423330	Roofing, Siding, and Insulation Material Merchant Wholesalers
NAICS	423390	Other Construction Material Merchant Wholesalers
NAICS	423710	Fasteners (e.g., bolts, nuts, rivets, screws) merchant wholesalers
NAICS	423710	Hardware (except motor vehicle) merchant wholesalers
NAICS	423810	Construction machinery and equipment merchant wholesalers
NAICS	423830	Industrial machinery and equipment (except electrical) merchant wholesalers
NAICS	423840	Industrial supplies (except disposable plastics, paper) merchant wholesalers
NAICS	444110	Home centers, building materials
NAICS	444130	Hardware stores
NAICS	444190	Other Building Material Dealers
NAICS	454111	Electronic Shopping
SIC	3452	Bolts, Nuts, Screws, Rivets, and Washers
SIC	5072	Hardware
SIC	5072	Sold Via Retail Method
SIC	5072	Sold Via Wholesale Method







CITY OF CHICAGO

DEPARTMENT OF PROCUREMENT SERVICES

JAN - 5 2021

Marian M. Baumann  
Mutual Sales Corporation  
2447 W. Belmont Avenue  
Chicago, IL 60618

Dear Ms. Baumann:

We are pleased to inform you that **Mutual Sales Corporation** is recertified as a **Women-Owned Business Enterprise ("WBE")** by the City of Chicago ("City"). This **WBE** certification is valid until **1/1/2026**; 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. Therefore, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 days** before your annual anniversary date.

It is now your responsibility to check the City's certification directory and verify your certification status. As a condition of continued certification during the five-year period stated above, you must file an **annual No-Change Affidavit**. Your firm's annual No-Change Affidavit is due by **1/1/2022, 1/1/2023, 1/1/2024 and 1/1/2025**. Please remember, you have an affirmative duty to file your No-Change Affidavit 60 days prior to the date of expiration. Failure to file your annual No-Change Affidavit may result in the suspension or rescission of your certification.

Your firm's five-year certification will expire on **1/1/2026**. 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 **11/1/2025**.

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:

DMD

- 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](http://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):**

**423320 - Brick, Stone, and Related Construction Material Merchant Wholesalers**

**423330 - Insulation Materials (except wood) Merchant Wholesalers**

**423490 - Professional Equipment and Supplies (except dental, medical, ophthalmic) Merchant Wholesalers**

**423710 - Hardware and Fasteners (e.g., bolts, nuts, rivets, screws) Merchant Wholesalers**

**423810 - Construction and Mining (except Oil Well) Machinery and Equipment Merchant Wholesalers**

**423830 - Industrial Machinery and Equipment Merchant Wholesalers**

**423840 - Industrial Supplies Merchant Wholesalers**

**444110 - Home Centers**

**444130 - Hardware Stores**

**444190 - Building Materials Supply Dealers**

**444190 - Door Stores**

**444190 - Electrical Supply Stores**

**444190 - Lumber Retailing Yards**

**444190 - Masonry (e.g. block, brick, stone) Dealers**

**454110 - Web Retailers**

Your firm's participation on City contracts will be credited only toward **WBE** 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, Women-Owned Business Enterprise, Veteran-Owned Business Enterprise and Business Enterprise Owned or Operated by People with Disabilities (MBE/WBE/VBE/BEPD) Program.

Sincerely,



Shannon E. Andrews  
Chief Procurement Officer

SEA/js



CITY OF CHICAGO

DEPARTMENT OF PROCUREMENT SERVICES

JAN - 5 2021

Marian M. Baumann  
Mutual Sales Corporation  
2447 W. Belmont Avenue  
Chicago, IL 60618

Dear Ms. Baumann:

We have received your request for an expansion of your current certification as a **Women-Owned Business Enterprise ("WBE")** with the City of Chicago.

On the basis of our review and supporting documentation, an expansion of your certification has been granted to include the following specialty areas:

**NAICS Code(s)**

**423330 - Insulation Materials (except wood) Merchant Wholesalers**

**423490 - Professional Equipment and Supplies (except dental, medical, ophthalmic)**

**Merchant Wholesalers**

**444190 - Building Materials Supply Dealers**

**444190 - Door Stores**

**444190 - Electrical Supply Stores**

**444190 - Lumber Retailing Yards**

**444190 - Masonry (e.g. block, brick, stone) Dealers**

**454110 - Web Retailers**

Your MBE certification letter will be amended to incorporate your expansion.

Please note: The City may commence actions to decertify your firm if you fail to notify us of any changes of facts affecting your firm's eligibility for certification or if your firm otherwise fails to cooperate with the City in any inquiry or investigation. Decertification procedures may also be commenced if your firm is found to be involved in bidding or contractual irregularities.

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

If you have any questions, please call our office at 312-744-4900. Thank you for your continued interest in the City's Minority Business Enterprise (MBE) Program.

Sincerely,

Shannon E. Andrews  
Chief Procurement Officer  
SEA/js

P-23010

## 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 PROPOSER

Project: P-23010 - RFP for Management and Operations of Outdoor Ice Rinks

From: Emergent Safety Supply  
(Name of MBE/WBE Firm)

MBE: ☐ Yes ☒ No  
WBE: ☒ Yes ☐ No

To: Westrec SMI OpCo, LLC and the Chicago Park District:  
(Name of - Proposer)

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, Cook County-Illinois, the Illinois Department of Central Management Services (CMS), the Metropolitan Water Reclamation District, the Small Business Administration (SBA), the Chicago Minority Business Development Council (CMBDC), and the Women's Business Development Center (WBDC).

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:

Personal Protective Equipment and other supplies.

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

Pricing varies depending on product. Terms within 30 days of receipt.

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



**SCHEDULE B**

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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: *Diane Keating* Date: 6/20/23  
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: Diane Keating - Controller  
(Print or Type Name and Title)

Address: 1055 Kingstand Dr

Telephone: 630-406-9666 Fax: 630-406-6195

**End of Schedule B**



WOMEN'S BUSINESS ENTERPRISE  
NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.

hereby grants

# National Women's Business Enterprise Certification

to

Safety Supply Illinois LLC DBA Emergent Safety Supply

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).

This certification affirms the business is woman-owned, operated and controlled and is valid through the date herein.

Certification Granted: January 31, 2016

Expiration Date: January 31, 2024

WBENC National Certification Number: 2005128119

WBENC National WBE Certification was processed and validated by Women's Business Development Center - Midwest, a WBENC Regional Partner Organization.

Authorized by Emilia DiMenco, President &  
CEO Women's Business Development Center -  
Midwest



NAICS: 423990, 423450, 423840, 424130, 541380, 812332

UNSPSC: 41122703, 42000000, 46000000, 46151500, 46151501, 46151505, 46161508, 46161513, 46181500, 46181504, 46181507, 46181522, 46181536, 46181537, 46181549, 46181604, 46181605, 46181701, 46181802, 46182001, 46182300, 46182500, 46210000, 55121704, 55121736



Great Lakes  
Women's  
Business  
COUNCIL



WBENC METRONY  
WOMEN'S BUSINESS ENTERPRISE CENTER

WBENC GREATER DMV  
WOMEN'S BUSINESS ENTERPRISE CENTER



WBENC EAST  
WOMEN'S BUSINESS ENTERPRISE CENTER

WBENC FLORIDA  
WOMEN'S BUSINESS ENTERPRISE COUNCIL

WBENC ORV  
WOMEN'S BUSINESS ENTERPRISE COUNCIL  
OHIO RIVER VALLEY

WBENC PACIFIC  
WOMEN'S BUSINESS ENTERPRISE COUNCIL

WBENC SOUTH  
WOMEN'S BUSINESS ENTERPRISE COUNCIL

WBENC WEST  
WOMEN'S BUSINESS ENTERPRISE COUNCIL



WOMEN'S BUSINESS ENTERPRISE  
NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.

## HEREBY GRANTS WOMAN OWNED SMALL BUSINESS (WOSB) CERTIFICATION TO

### Safety Supply Illinois LLC DBA Emergent Safety Supply

The identified small business is an eligible WOSB for the WOSB Program, as set forth in 13 C.F.R. part 127 and has been certified as such by an SBA approved Third Party Certifier pursuant to the Third Party Agreement, dated June 30, 2011, and available at [www.sba.gov/wosb](http://www.sba.gov/wosb).

The WOSB Certification expires on the date herein unless there is a change to the SBA's regulation that makes the WOSB ineligible or there is a change in the WOSB that makes the WOSB ineligible. If either occurs, this WOSB Certification is immediately invalid. The WOSB must not misrepresent its certification status to any other party, including any local or State government or contracting official or the Federal government or any of its contracting officials.

Majority Female Owner: Mary Porter

NAICS: 423990, 423450, 423840, 424130, 541380, 812332  
UNSPSC: 41122703, 42000000, 46000000, 46151500, 46151501, 46151505, 46161508, 46161513, 46181500, 46181504, 46181507, 46181522, 46181536, 46181537, 46181549, 46181604, 46181605, 46181701, 46181802, 46182001, 46182300, 46182500, 46210000, 55121704, 55121736

Certification Number: WOSB180274

Renewal Date: January 31, 2024

WOSB Regulation Expiration Date: 01/31/2026



Emilia DiMenco, Women's Business  
Development Center - Midwest President &  
CEO

Pamela Prince-Easton, WBENC President & CEO

LaKesha White, Vice President, Certification



CITY OF CHICAGO

DEPARTMENT OF PROCUREMENT SERVICES

APR 10 2023

Mary Porter  
Safety Supply Illinois, LLC dba Emergent Safety Supply  
1055 Kingsland Drive  
Batavia, Illinois 60510

RE: CONTINUATION OF CERTIFICATION

Dear Ms. Porter:

We are pleased to inform you that **Safety Supply Illinois, LLC dba Emergent Safety Supply** continues to be certified as a **Women-Owned Business Enterprise ("WBE")** by the City of Chicago ("City"). This recertification is a continuation of your previous certification which expires **May 1, 2023** and will remain effective for as long as your firm continues to meet all certification eligibility requirements and is contingent upon the firm affirming its eligibility by filing an **annual No-Change Affidavit** each year. In the past, the City has provided you with an annual letter confirming your certification; such letters will no longer be issued. Therefore, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 calendar days before your annual anniversary date of May 1st**.

It is now your responsibility to check the City's certification directory and verify your certification status. As a condition of continued certification, you must **file an annual No-Change Affidavit 60 calendar days before your anniversary date of May 1st**. Please remember, you have an affirmative duty to file your No-Change Affidavit 60 days prior to the anniversary date for timely processing. Failure to file your annual No-Change Affidavit may result in the suspension or rescission of your certification.

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.

You shall be deemed to have had your certification lapse and will be ineligible to participate as an **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.

You have an obligation to cooperate with the City with 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](http://chicagoinspectorgeneral.org), or 866-IG-TIPLINE (866-448-4754).**

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):**

**423450 – Medica, Dental, and Hospital Equipment and Supplies Merchant Wholesalers**

**423840 – Industrial Supplies Merchant Wholesalers**

**424130 – Industrial and Personal Service Paper Merchant Wholesalers**

**541380 – Testing Laboratories**

**812332 – Work Clothing and Uniform Supply Services, Industrial**

Your firm's participation on City contracts will be credited only toward **WBE** 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, Women-Owned Business Enterprise, Veteran-Owned Business Enterprise and Business Enterprise Owned or Operated by People with Disabilities (MBE/WBE/VBE/BEPD) Program.

Sincerely,



Tammi Morgan  
Contracting Equity Officer

TM/em



P-23010

## 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 PROPOSER

Project: P-23010 - RFP for Management and Operations of Outdoor Ice Rinks

From: Runco Office Supply Equipment Company

(Name of MBE/WBE Firm)

MBE: ☐ Yes ☒ No  
WBE: ☒ Yes ☐ No

To: Westrec SMI OpCo, LLC and the Chicago Park District:  
(Name of - Proposer)

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, Cook County-Illinois, the Illinois Department of Central Management Services (CMS), the Metropolitan Water Reclamation District, the Small Business Administration (SBA), the Chicago Minority Business Development Council (CMBDC), and the Women's Business Development Center (WBDC).

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:

Office Supplies

The above described performance is offered for the following price and described terms of payment:  
Price varies according to product. Terms 30 days from receipt of invoice.

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

**SCHEDULE B**

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: Diane Stock Date: 6/20/2023  
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: Diane Stock, President  
(Print or Type Name and Title)

Address: 1655 Elmhurst Rd, Elk Grove Village, IL 60007

Telephone: 847-437-4300 Fax: 847-437-4455

End of Schedule B



CITY OF CHICAGO



DEPARTMENT OF PROCUREMENT SERVICES

DEC 16 2020

Diane Lynn Stock  
Runco Office Supplies Equipment Company  
1655 Elmhurst Road  
Elk Grove Village, IL 60007

Dear Ms. Stock:

We are pleased to inform you that **Runco Office Supplies Equipment Company** has been recertified as a **Women-Owned Business Enterprise ("WBE")** by the City of Chicago ("City"). This **WBE** certification is valid until **12/1/2025**; 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. Therefore, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 days** before your annual anniversary date.

It is now your responsibility to check the City's certification directory and verify your certification status. As a condition of continued certification during the five-year period stated above, you must file an **annual No-Change Affidavit**. Your firm's annual No-Change Affidavit is due by **12/1/2021, 12/1/2022, 12/1/2023, and 12/1/2024**. Please remember, you have an affirmative duty to file your No-Change Affidavit 60 days prior to the date of expiration. Failure to file your annual No-Change Affidavit may result in the suspension or rescission of your certification.

Your firm's five-year certification will expire on **12/1/2025**. 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 **10/1/2025**.

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;
- 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.

*Handwritten signature or initials in blue ink.*



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](http://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):**

**424120 – Stationary and Office Supplies Merchant Wholesalers**

Your firm's participation on City contracts will be credited only toward **WBE** 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, Women-Owned Business Enterprise, Veteran-Owned Business Enterprise and Business Enterprise Owned or Operated by People with Disabilities (MBE/WBE/VBE/BEPD) Program.

Sincerely,



Shannon E. Andrews  
Chief Procurement Officer

SEA/kr