

P-15018

101

SCHEDULE AStatement of Prime Submitter Regarding Its MBE/WBE Utilization Plan
TO BE COMPLETED BY SUBMITTER ONLYSubmitter: SMGProject: P-15018 Morgan Park Sports Complex

Is the submitter a certified MBE/WBE?

MBE: ☐ Yes ☒ No WBE: ☐ Yes ☒ No

If yes, attach all current Letters of Certification.

NOTE:

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

The submitter 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 Supplier Development Council (CMSDC), 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 submitter shall consider involvement with MBE/WBE firms as joint venture partners, subcontractors, and suppliers of goods and services, either directly or indirectly.

- A. If submitter 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: Monterrey Security Consultants, Inc.Address: 2232 South Blue Island, Chicago, IL 60608Contact Person: Juan Gaytan, Jr. Phone: 773-565-0400E-mail: jgaytan@monterreysecurity.com Fax: 773-843-0435MBE/WBE Participation: Dollars \$ 192,049.00 Percent: 17 %Will this subcontractor be used for direct or indirect participation? (circle one)Schedule B and all current certification letters attached? ☒ Yes ☐ No

P-15018

103

6. Name of MBE/WBE: Meadows Office SupplyAddress: 30 W. 260 Butterfield Road, Unit 210, Warrenville, IL 60555Contact Person: Chip Jankowski Phone: 847-781-8850E-mail: chip@meadowsos.com Fax: 847-781-8872MBE/WBE Participation: Dollars \$ 5,507.00 Percent: 1 %Will this subcontractor be used as direct or indirect participation? (circle one)Schedule B and all current certification letters attached? ☒ Yes ☐ No

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**Attach additional sheets as needed.**

P-15018

102

2. Name of MBE/WBE: East Lake Management & Development Corp.
 Address: 2850 S. Michigan Avenue, Chicago, IL 60616
 Contact Person: Mike Sheahan Phone: 312-842-5500
 E-mail: msheahan@eastlakemgmt.com Fax: 312-842-0765
 MBE/WBE Participation: Dollars \$ 296,312.00 Percent: 27 %
 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: J.S.R. Enterprises, Inc.
 Address: 4931 W. 173rd St., Unit D, Country Club Hills, IL 60478
 Contact Person: Jerry Roberts Phone: 708-206-1800
 E-mail: jroberts@jsrent.com Fax: 708-206-1879
 MBE/WBE Participation: Dollars \$ 6,500.00 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: Christy Webber and Company
 Address: 2900 W. Ferdinand, Chicago, IL 60612
 Contact Person: Peg Isaacson Phone: 773-533-0477
 E-mail: peg@christywebber.com Fax: 773-533-0771
 MBE/WBE Participation: Dollars \$ 35,679.00 Percent: 3 %
 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: Leyden Electric, Inc.
 Address: 604 E. North Street, Elburn, IL 60119
 Contact Person: Kris O'Donnell Phone: 630-365-0200
 E-mail: kodonnell@leydenelectric.com Fax: 630-365-0202
 MBE/WBE Participation: Dollars \$ 18,500.00 Percent: 2 %
 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 Plan:**A. MBE Participation:**

<u>MBE Firm Name</u>	<u>Dollar Amount of Participation</u>	<u>Percent Amount of Participation</u>
Monterrey Security	\$ 192,049	17 %
East Lake	\$ 296,312	27 %
JSR Enterprises	\$ 6,500	1 %
Meadows Office Supply	\$ 5,507	1 %
	\$	%
	\$	%
	\$	%
	\$	%
Total MBE Participation:	\$ 500,368	46 %

B. WBE Participation:

<u>WBE Firm Name</u>	<u>Dollar Amount of Participation</u>	<u>Percent Amount of Participation</u>
Leyden Electric	\$ 18,500	2 %
Christy Webber	\$ 35,679	3 %
	\$	%
	\$	%
	\$	%
	\$	%
	\$	%
	\$	%
Total WBE Participation:	\$ 54,179	5 %

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

Joe Jaksich, Senior Accounting Manager (312) 235-7147
 (Name and Title) (Phone Number)

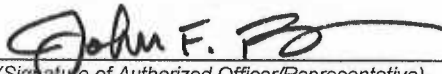
JJaksich@soldierfield.net
 (E-mail address)

CONTINUE TO NEXT PAGE

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.

Submitter: SMG
(Print or Type Name of Business)

Signature:  Date: 6-5-15
(Signature of Authorized Officer/Representative)

Name/Title: John F. Burns, SVP/CFO
(Print or Type Name and Title of Person Signing Statement)

NOTE

If submitter is a MBE/WBE operating as a joint venture with a non-MBE/WBE firm, then use the signature page that follows instead.

End of Schedule A

P-15018

106

**ALTERNATE
SCHEDULE A SIGNATURE PAGE
FOR MBE/WBE JOINT VENTURE WITH A NON-MBE/WBE FIRM**

Complete this signature page only if you are an MBE/WBE operating as a joint venture with a non-MBE/WBE firm

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.

NOTE:

After filing this statement and before the completion of the joint venture's work on this project, if there is any change in the information submitted, the joint venturer must inform the Chicago Park District.

(Name of MBE/WBE Partner Firm)

(Name of Non-MBE/WBE Partner Firm)

(Signature of Authorized Officer/Representative)

(Signature of Authorized Officer/Representative)

(Print or Type Name and Title)

(Print or Type Name and Title)

(Date)

(Date)

P-15018

107

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 SUBMITTER

Project: MORGAN PARK SPORTS COMPLEX

From: MONTERREY SECURITY CONSULTANTS, INC

(Name of MBE/WBE Firm)

MBE: ☒ Yes ☐ No

WBE: ☐ Yes ☐ No

To: SMG

(Name of Prime Contractor-Submitter)

and the Chicago Park District

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

GENDER:
☒ Male
☐ Female

RACE/ETHNICITY (CHECK ONE):
☐ Black/African American
☒ Hispanic American
☐ Asian American
☐ White American
☐ Other _____

TYPE OF FIRM (CHECK ONE):
☐ 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, the Chicago Minority Supplier Development Council (CMSDC), the Women's Business Development Center (WBDC), Illinois Department of Central Management Services (CMS), The Metropolitan Water Reclamation District of Greater Chicago, and the Small Business Administration (SBA).

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:

SECURITY GUARD SERVICES

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

SERVICES ARE BILLED AT AN HOURLY RATE. TERMS OF PAYMENT ARE NET 30

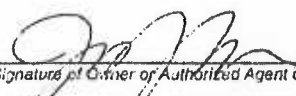
If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheets.

P-15018

108

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 three (3) working days of receipt of a signed contract from the Chicago Park District.

Signature:  Date: 5-29-2015
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: JUAN GAYTAN, JR, PRESIDENT
(Print or Type Name and Title)

Address: 2232 SOUTH BLUE ISLAND, CHICAGO, IL 60608

Telephone: 773-565-0400 Fax: 773-843-0435

End of Schedule B

Certification: View

Help & Tools 

Certification List

Vendor Information

Business Name	Monterrey Security Consultants, Inc.
VendorID	20069242
Primary Owner's Name	Mr. Juan Gaytan
Company Type	Corporation
Ethnic Group	Hispanic/Latino
Gender	Male

Certification Information

Certifying Agency	City of Chicago
Certification Type	MBE - Minority Business Enterprise
Effective Date	2/9/2015
Renewal/Anniversary Date	4/1/2016

Contact Information

Main Company Email	jgaytan@monterreysecurity.com
Main Phone	773-843-0434
Main Fax	773-843-0435
Internet Web Page	http://www.monterreysecurity.com

Addresses

Physical Address	2232 South Blue Island Avenue Chicago, IL 60608-4412
Mailing Address	2232 South Blue Island Avenue Chicago, IL 60608-4412

Business Capabilities

Business certified for	NAICS 541690 Other Scientific and Technical Consulting Services NAICS 561611 Investigation services (except credit), private NAICS 561612 Security guards and patrol services NAICS 611519 Other Technical and Trade Schools	
Full Description of Capabilities/Products	NAICS 541690 Other Scientific and Technical Consulting Services NAICS 561611 Investigation services (except credit), private NAICS 561612 Security guards and patrol services NAICS 611519 Other Technical and Trade Schools	
Commodity Codes	NAICS 541690	Other Scientific and Technical Consulting Services (More)
	NAICS 561611	Investigation services (except credit), private (More)
	NAICS 561612	Security guards and patrol services (More)
	NAICS 611519	Other Technical and Trade Schools (More)

Owner Ethnicity and Gender

Ethnic Group	Hispanic/Latino
Gender	Male
DBE Ethnic Group	Black American

P-15018

107

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 SUBMITTER

Project: Management & Operation of the Beverly/Morgan Park Sports Complex

From: East Lake Management & Development Corp.
(Name of MBE/WBE Firm)

MBE: ☒ Yes ☐ No
WBE: ☐ Yes ☒ No

To: SMG and the Chicago Park District:
(Name of Prime Contractor-Submitter)

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

GENDER:

☒ Male
☐ Female

RACE/ETHNICITY (CHECK ONE):

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

TYPE OF FIRM (CHECK ONE):

☐ 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, the Chicago Minority Supplier Development Council (CMSDC), the Women's Business Development Center (WBDC), Illinois Department of Central Management Services (CMS), The Metropolitan Water Reclamation District of Greater Chicago, and the Small Business Administration (SBA).

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:

General operational support services and janitorial services.

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

Work billed on hourly or project rate based on final contract.

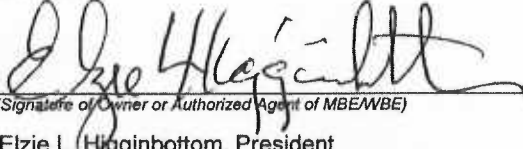
If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheets.

P-15018

108

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 three (3) working days of receipt of a signed contract from the Chicago Park District.

Signature:  Date: 5/27/15
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: Elzie L. Higginbottom, President
(Print or Type Name and Title)

Address: 2850 S. Michigan Ave., Chicago, IL 60616

Telephone: 312-842-5500 Fax: 312-842-0765

End of Schedule B



CHICAGO MINORITY SUPPLIER DEVELOPMENT COUNCIL

THIS CERTIFIES THAT

EAST LAKE MANAGEMENT & DEVELOPMENT CORPORATION

Has met the requirements for certification as a bona fide Minority Business Enterprise as defined by the National Minority Supplier Development Council, Inc. (NMSDC) and as adopted by the Chicago Minority Supplier Development Council.

****NAICS Codes: 531210, 531311, 531390, 531312, 561210**

****Description of their product/services as defined by the North American Industry Classification System (NAICS)**

Product/Service Description: PROPERTY MANAGEMENT, DEVELOPMENT, FACILITIES MANAGEMENT, CONSULTING, BROKERAGE, CONSTRUCTION MANAGEMENT, GENERAL REAL ESTATE SERVICES, JANITORIAL AND MAINTENANCE SERVICES

5/31/2015

Issued Date

CH2279

Certificate Number

5/31/2016

Expiration Date

Shelia E. M. [Signature]
President, ChicagoMSDC

By using your assigned (through NMSDC only) password, NMSDC Corporate Members may view the original certificate by logging in at: <http://www.nmsdc.org>

P-15018

107

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 SUBMITTER

Project: Morgan Park Facilities

From: J.S.R. Enterprises, Inc.
(Name of MBE/WBE Firm)

MBE: ☒ Yes ☐ No
WBE: ☐ Yes ☒ No

To: SMG - Soldier Field and the Chicago Park District
(Name of Prime Contractor-Submitter)

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

GENDER:
☒ Male
☐ Female

RACE/ETHNICITY (CHECK ONE):
☒ Black/African American
☐ Hispanic American
☐ Asian American
☐ White American
☐ Other _____

TYPE OF FIRM (CHECK ONE):
☐ 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, the Chicago Minority Supplier Development Council (CMSDC), the Women's Business Development Center (WBDC), Illinois Department of Central Management Services (CMS), The Metropolitan Water Reclamation District of Greater Chicago, and the Small Business Administration (SBA).

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:

JSR will provide plumbing services and staff for the maintenance and repair of plumbing systems located at
Morgan Park Facilities.

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

Work will be billed on an hourly rate and will be invoiced on an individual project basis per the terms Net 30
days.


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-15018

108

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 three (3) working days of receipt of a signed contract from the Chicago Park District.

Signature:  Date: 05/21/2015
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: Jerry C. Roberts III, President
(Print or Type Name and Title)

Address: 4931 W. 173rd St., Unit D, Country Club Hills, IL 60478

Telephone: (708) 206-1800 Fax: (708) 206-1879

End of Schedule B

Certification: View**Help & Tools**

Certification List

Vendor Information

Business Name	J.S.R. Enterprises, Inc., DBA J.S.R. Enterprises, Inc.
VendorID	20060583
Primary Owner's Name	Jerry Roberts
Company Type	Corporation
Ethnic Group	African American
Gender	Male

Certification Information

Certifying Agency	City of Chicago
Certification Type	MBE - Minority Business Enterprise
Effective Date	1/16/2015
Renewal/Anniversary Date	1/15/2016

Contact Information

Main Company Email	sroberts@jsrent.com
Main Phone	708-206-1800
Main Fax	708-206-1879
Internet Web Page	http://www.jsrent.com

Addresses

Physical Address	4931 W. 173rd St Country Club Hills, IL 60478
Mailing Address	P.O. Box 146 Matteson, IL 60443

Business Capabilities

Business certified for	NAICS 237110 Water and Sewer Line and Construction NAICS 238220 Plumbing contractors NAICS 238910 Site Preparation Contractors (Wrecking, Demolition, and Excavation) NAICS 423720 Plumbing, Heating Equipment and Supplies (Wholesalers)								
Full Description of Capabilities/Products	NAICS 237110 Water and Sewer Line and Construction NAICS 238220 Plumbing contractors NAICS 238910 Site Preparation Contractors (Wrecking, Demolition, and Excavation) NAICS 423720 Plumbing, Heating Equipment and Supplies (Wholesalers)								
Commodity Codes	<table> <tr> <td>NAICS 237110</td> <td>Water and Sewer Line and Related Structures Construction (More)</td> </tr> <tr> <td>NAICS 238220</td> <td>Plumbing contractors (More)</td> </tr> <tr> <td>NAICS 238910</td> <td>Site Preparation Contractors (More)</td> </tr> <tr> <td>NAICS 423720</td> <td>Plumbing and Heating Equipment and Supplies (Hydronics) Merchant Wholesalers (More)</td> </tr> </table>	NAICS 237110	Water and Sewer Line and Related Structures Construction (More)	NAICS 238220	Plumbing contractors (More)	NAICS 238910	Site Preparation Contractors (More)	NAICS 423720	Plumbing and Heating Equipment and Supplies (Hydronics) Merchant Wholesalers (More)
NAICS 237110	Water and Sewer Line and Related Structures Construction (More)								
NAICS 238220	Plumbing contractors (More)								
NAICS 238910	Site Preparation Contractors (More)								
NAICS 423720	Plumbing and Heating Equipment and Supplies (Hydronics) Merchant Wholesalers (More)								

P-15018

107

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 SUBMITTER

Project: Morgan Park Sports Complex - P-15018
 From: Christy Webber & Company MBE: ☐ Yes ☒ No
 (Name of MBE/WBE Firm) WBE: ☒ Yes ☐ No
 To: Soldier Field - SMG and the Chicago Park District:
 (Name of Prime Contractor-Submitter)

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

GENDER:
☐ Male
☒ Female

RACE/ETHNICITY (CHECK ONE):
☐ Black/African American
☐ Hispanic American
☐ Asian American
☒ White American
☐ Other _____

TYPE OF FIRM (CHECK ONE):
☐ 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, the Chicago Minority Supplier Development Council (CMSDC), the Women's Business Development Center (WBDC), Illinois Department of Central Management Services (CMS), The Metropolitan Water Reclamation District of Greater Chicago, and the Small Business Administration (SBA).

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 services and snow removal

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

work to be billed at rate determined on
final 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.

P-15018

108

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 three (3) working days of receipt of a signed contract from the Chicago Park District.

Signature:


(Signature of Owner or Authorized Agent of MBE/WBE)

Date:

5/26/2015

Name/Title:

Christy Webber, President
(Print or Type Name and Title)

Address:

2900 W. Ferdinand, Chicago, IL 60612

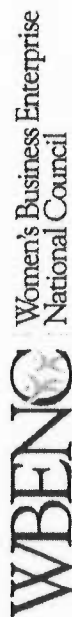
Telephone:

773-533-0477

Fax:

773-533-0771

End of Schedule B



hereby grants

National Women's Business Enterprise Certification

to

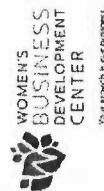
Christy Webber & Company

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.

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

Emilia DiMenco

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



Expiration Date: 10/31/2015
WBENC National Certificate Number: 2005125518

NAICS Codes: 561730, 236118, 424910, 444220

UNSPSC Codes: 30120000



FORMS



DEPARTMENT OF PROCUREMENT SERVICES

CITY OF CHICAGO

APR 03 2014

Christy Weber
 Christy Webber & Company, DBA Christy Webber Landscapes
 2900 West Ferdinand Street
 Chicago, IL 60612

Dear Ms. Weber:

We are pleased to inform you that **Christy Webber & Company, DBA Christy Webber Landscapes** has been recertified as a **Women Business Enterprise ("WBE")** by the City of Chicago ("City"). This **WBE** certification is valid until **02/15/2018**; 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 **02/15/2015, 02/15/2016, and 02/15/2017**. 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 **02/15/2018**. 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 **12/15/2017**.

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.

121 NORTH LASALLE STREET, ROOM 806, CHICAGO, ILLINOIS 60602

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.

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):

236118 - Addition, Alteration and Renovation (i.e., Construction), Residential Building

236118 - Addition, Alteration and Renovation of Single-Family Dwellings

236118 - Addition, Alteration and Renovation, Residential Building, General Contractors

236118 - Construction Management, Residential Remodeling

236118 - Home Improvement (e.g., Adding On, Remodeling, Renovating), Single-Family Housing, General Contractors

236118 - Remodeling and Renovating General Contractors, Residential

424910 - Mulch Merchant Wholesalers

444220 - Farm Supply Stores

444220 - Feed Stores (Except Pet)

444220 - Garden Centers

444220 - Lawn Supply Stores

444220 - Nursery and Garden Centers Without Tree Production

561730 - Arborist Services

561730 - Cemetery Plot Care Services

561730 - Fertilizing Lawns

561730 - Garden Maintenance Services

561730 - Hydroseeding Services (e.g., Decorative, Erosion Control Purposes)

561730 - Landscape Care and Maintenance Services

561730 - Landscape Contractors (Except Construction)

Christy Webber & Company, DBA Christy Webber Landscapes

Page 2 of 3

561730 - Landscape Installation Services
 561730 - Landscaping Services (Except Planning)
 561730 - Lawn Care Services (e.g., Fertilizing, Mowing, Seeding, Spraying)
 561730 - Lawn Fertilizing Services
 561730 - Lawn Maintenance Services
 561730 - Lawn Mowing Services
 561730 - Lawn Seeding Services
 561730 - Lawn Spraying Services
 561730 - Line Slash (i.e., Rights of Way) Maintenance Services
 561730 - Maintenance of Plants and Shrubs In Buildings
 561730 - Mowing Services (e.g., Highway, Lawn, Road Strip)
 561730 - Ornamental Tree and Shrub Services
 561730 - Plant and Shrub Maintenance In Buildings
 561730 - Plant Maintenance Services
 561730 - Pruning Services, Ornamental Tree and Shrub
 561730 - Seasonal Property Maintenance Services (i.e., Snow Plowing In Winter, Landscaping During Other Seasons)
 561730 - Seeding Lawns
 561730 - Shrub Services (e.g., Bracing, Planting, Pruning, Removal, Spraying, Surgery, Trimming)
 561730 - Snow Plowing Services Combined With Landscaping Services (i.e., Seasonal Property Maintenance Services)
 561730 - Sod Laying Services
 561730 - Spraying Lawns
 561730 - Tree Pruning Services
 561730 - Tree Removal Services
 561730 - Tree Services (e.g., Bracing, Planting, Pruning, Removal, Spraying, Surgery, Trimming)
 561730 - Tree Trimming Services
 561730 - Turf (Except Artificial) Installation Services
 561730 - Weed Control and Fertilizing Services (Except Crop)

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 *R3*
 Chief Procurement Officer

JLR/ha

H.W.

P-15018

108

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 three (3) working days of receipt of a signed contract from the Chicago Park District.

Signature:


(Signature of Owner or Authorized Agent of MBE/WBE)

Date:

5-21-15

Name/Title:

Lisa J. Leyden
(Print or Type Name and Title)

Address:

604 E. North St, Elburn, Ill 60119

Telephone:

630-365-0200

Fax:

630-365-0202

End of Schedule B

P-15018

107

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 SUBMITTER

Project: Morgan Park Facilities
From: Seyden Electric Inc. MBE: ☐ Yes ☐ No
(Name of MBE/WBE Firm) WBE: ☒ Yes ☐ No
To: SMG and the Chicago Park District:
(Name of Prime Contractor-Submitter)

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

GENDER:
☐ Male
☒ Female

RACE/ETHNICITY (CHECK ONE):
☐ Black/African American
☐ Hispanic American
☐ Asian American
☐ White American
☐ Other _____

TYPE OF FIRM (CHECK ONE):
☐ 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, the Chicago Minority Supplier Development Council (CMSDC), the Women's Business Development Center (WBDC), Illinois Department of Central Management Services (CMS), The Metropolitan Water Reclamation District of Greater Chicago, and the Small Business Administration (SBA).

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:

Seyden Electric will supply electricians
to assist with the electrical
maintenance and supplies.

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

Work will be billed on an hourly
rate and will be invoiced once a
month or on an individual project
basis.

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

Certification: View**Help & Tools** 

Certification List

Vendor Information

Business Name	Leyden Electric, Inc
VendorID	20060731
Primary Owner's Name	Lisa J Leyden
Company Type	Corporation
Ethnic Group	Caucasian
Gender	Female

Certification Information

Certifying Agency	City of Chicago
Certification Type	WBE - Women Business Enterprise
Effective Date	6/10/2015
Renewal/Anniversary Date	5/1/2016

Contact Information

Main Company Email	LISALEYDEN@MSN.COM
Main Phone	630-365-0200
Main Fax	630-365-0202
Internet Web Page	none

Addresses

Physical Address	604 E. North Street Elburn, IL 60119
Mailing Address	525 North Main Street Suite 29 Elburn, IL 60119

Business Capabilities

Business certified for	Electrical contractors
Full Description of Capabilities/Products	Electrical contractors
Commodity Codes	NAICS 238210 Electrical contractors (More)

Owner Ethnicity and Gender

Ethnic Group	Caucasian
Gender	Female
DBE Ethnic Group	Caucasian

Location

County	Kane (IL)
--------	-----------

Certification List



DEPARTMENT OF PROCUREMENT SERVICES

MAR 10 2015

CITY OF CHICAGO

Lisa Leyden
Leyden Electric
604 E. Main Street
Eiburn, IL 60118

Dear Lisa Leyden:

The City of Chicago has reviewed your annual *No Change Affidavit* and supporting documentation and is pleased to inform you that your firm, **Leyden Electric, Inc.** continues to meet the **Disadvantaged Business Enterprise ("DBE")** program certification eligibility standards set forth in 49 CFR Part 26. Your next *No Change Affidavit* is due 01/15/2016.

This certification allows your firm to participate as a DBE in the Illinois Unified Certification Program (IL UCP). The participating agencies include the Illinois Department of Transportation, the City of Chicago, the Chicago Transit Authority, Metra and Pace.

If there is any change in circumstances during the course of your certification period that affect your ability to meet size, disadvantaged status, ownership, or control requirements or any material change in the information provided in your initial application, you must provide written notification to this agency within **thirty (30) days** of the occurrence of the change. Failure to provide this information is a ground for denial of certification based on failure to cooperate pursuant to 49 CFR 26.109(c).

Your firm's name will appear in the IL UCP DBE Directory under the following category name(s):

NAICS Code(s)
238210 – Electrical Contractors

The Directory is used by prime contractors/consultants, as well as other agencies, to solicit participation of DBE, and ACDBE firms. The Directory can be accessed on the Internet at <http://www.dot.state.il.us/ucp/ucp.html>.

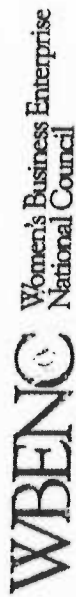
Your participation on contracts will only be credited toward DBE contract goals when you perform in your firm's approved area(s) of specialty. Credit for participation in an area outside your specialty requires prior approval (verification of resources, expertise, and corresponding support documentation, etc.).

Sincerely,

Jamie L. Rhee
Chief Procurement Officer

JR/eb

121 NORTH LASALLE STREET, ROOM 806, CHICAGO, ILLINOIS 60602



hereby grants

National Women's Business Enterprise Certification

to

Leyden Electric, Inc.

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.

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

Expiration Date: 02/28/2016
WBENC National Certificate Number: 2005119833

Emilia DiMenco

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



NAICS Codes: 238210

UNSPSC Codes: 72000000, 39000000



FORMS



ILLINOIS

Pat Quinn, Governor

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

December 10, 2014

Lisa Janine Leyden
Leyden Electric Inc
604 E North Street
Elburn, IL 60119-7025

Certification Term Expires: December 10, 2015

Dear Business Owner:

Re: (FBE) Full Certification Approval

Congratulations! We are pleased to inform you that your firm has been granted certification as a Female Business Enterprise (FBE) under the Business Enterprise Program (BEP) for Minorities, Females, and Persons with Disabilities.

Although your full certification is valid for a five-year term until December 10, 2019, you are required to submit an annual Affidavit of No-Change form 60 days prior to the anniversary day of your certification; you will be notified by BEP to update your certification as a condition of continued certification. It is your responsibility to ensure that your firm's certification remains current. In addition, should any changes occur in ownership and/or control of the business or other changes affecting the firm's operations, you are required to notify this office within 14 business days of such changes. Failure to return the annual No-change Affidavit or notify our office of any changes will result in decertification of your firm.

Please be advised, while this certification does not guarantee you will receive a State contract, it does assure your firm the opportunity to participate in the State's procurement process. Your firm's participation on State contracts will be credited only toward Female Business Enterprise (FBE) goals in your area(s) of specialty. Your firm's name will appear in the State's Directory as a certified vendor with the Business Enterprise Program (BEP) in the specialty area(s) of:

SERVICES, ELECTRICIANS

Please visit our website at www.sell2.illinois.gov to obtain information about current and upcoming procurement opportunities, contracts, forms, and also to register to receive email alerts when the State is preparing to purchase a product or service you may provide.

Thank you for your participation in the Business Enterprise Program (BEP). We welcome your participation and wish you continued success.

Sincerely,


Carlos Gutierrez
Certification Manager
Business Enterprise Program

(L13FBE)

100 W Randolph St., Suite 4-100, Chicago, IL 60601

Printed on Recycled Paper

P-15018

SCHEDULE B

107

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 SUBMITTER

Project: P-15018 MORGAN PARK SPORTS COMPLEX

From: MEADOWS OFFICE SUPPLY
(Name of MBE/WBE Firm)

MBE: ☒ Yes ☐ No

WBE: ☒ Yes ☐ No

To: SOLDIER FIELD - SMG
(Name of Prime Contractor-Submitter)

and the Chicago Park District

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

GENDER:
☐ Male
☒ Female

RACE/ETHNICITY (CHECK ONE):
☐ Black/African American
☐ Hispanic American
☒ Asian American
☐ White American
☐ Other

TYPE OF FIRM (CHECK ONE):
☐ 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, the Chicago Minority Supplier Development Council (CMSDC), the Women's Business Development Center (WBDC), Illinois Department of Central Management Services (CMS), The Metropolitan Water Reclamation District of Greater Chicago, and the Small Business Administration (SBA).

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, EQUIPMENT, & FURNITURE

JANITORIAL & CLEANING PRODUCTS

PRINTER TONERS & INK CARTRIDGES

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

SUPPLIES AS NEEDED

NET 30 DAYS

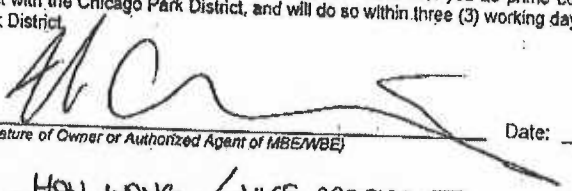
If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheets.

P-15018

108

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 three (3) working days of receipt of a signed contract from the Chicago Park District.

Signature: 

(Signature of Owner or Authorized Agent of MBE/WBE)

Date: 5-21-15

Name/Title:

HON WONG / VICE PRESIDENT
(Print or Type Name and Title)

Address:

30W260 BUTTERFIELD RD., SUITE 210, WARRENVILLE, IL 60555

Telephone:

847-781-8850

Fax:

847-781-8872

End of Schedule B



DEPARTMENT OF PROCUREMENT SERVICES

JAN 16 2015

CITY OF CHICAGO

Sandra Wong
 Nova Stationers, Inc.
 DBA Meadows Office Supply
 30W260 Butterfield Rd Unit 210
 Warrenville, IL 60555

Dear Sandra Wong:

We are pleased to inform you that **Nova Stationers, Inc. DBA Meadows Office Supply** has been recertified as a **Minority-Owned Business Enterprise ("MBE")**, and **Women-Owned Business Enterprise ("WBE")** by the City of Chicago ("City"). This **MBE/WBE** certification is valid until **1/31/2020**; 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 **1/31/16, 01/31/2017, 1/31/2018, and 1/31/2019**. 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 **1/31/2020**. 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 **11/30/19**.

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:

121 NORTH LASALLE STREET, ROOM 806, CHICAGO, ILLINOIS 60602

JAN 16 2015

Nova Stationers, Inc. DBA Meadows Office Supply

Page 2 of 2

- 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).**

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:

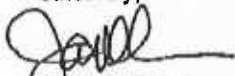
NAICS Code(s):

424120- Office supplies (except furniture, machines) merchant wholesalers
424120- Stationery supplies merchant wholesalers
423210- Office furniture merchant wholesalers
423850- Janitorial equipment and supplies merchant wholesalers
423420- Office equipment merchant wholesalers
423430- Computer printers merchant wholesalers
423430- Peripheral equipment, computer, merchant wholesalers

Your firm's participation on City contracts will be credited only toward **Women-Owned Business Enterprise** and **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 and Women-Owned Business Enterprise (MBE/WBE) Program.

Sincerely,



Jamie L. Rhee
 Chief Procurement Officer
 JLR/ad



TONI PRECKWINKLE
PRESIDENT
Cook County Board
of Commissioners

EARLEAN COLLINS
1st District

ROBERT STEELE
2nd District

JERRY BUTLER
3rd District

STANLEY MOORE
4th District

DEBORAH SIMS
5th District

JOAN PATRICIA MURPHY
6th District

JESUS G. GARCIA
7th District

EDWIN REYES
8th District

PETER N. SILVESTRI
9th District

BRIODET GAINER
10th District

JOHN P. DALEY
11th District

JOHN A. FRITCHEY
12th District

LARRY SUFFREDIN
13th District

GREGG GOSLIN
14th District

TIMOTHY O. SCHNEIDER
15th District

JEFFREY R. YOBOLSKI
16th District

ELIZABETH ANN DODDY GORMAN
17th District

OFFICE OF CONTRACT COMPLIANCE

JACQUELINE GOMEZ

DIRECTOR

118 N Clark Street • Chicago, Illinois 60602 • (312) 603-5502

June 18, 2013

Ms. Sandra Wong, President
Nova Stationers Inc., d/b/a
Meadows Office Supply
30W260 Butterfield Road, Suite #210
Warrenville, IL 60555

Dear Ms. Wong,

Cook County Board President Toni Preckwinkle and City of Chicago Mayor Rahm Emanuel have launched a reciprocal Minority and Women Business Enterprise initiative. This initiative will allow your business to be certified by either the County or City, and have that certification apply to both agencies. This combined effort by the County and City will lessen the financial burden and streamline the certification process by providing a "one stop shop" for MBE/WBEs interested in participating in County and City procurement opportunities.

Nova Stationers Inc., d/b/a Meadows Office Supply is currently certified by the City of Chicago as a M/WBE. Our office has received a No Change affidavit from your company for the same certification status in the same area of expertise.

This letter is to notify you that your designated Host Agency will be the City of Chicago and your M/WBE certification will be recognized for Cook County contracts, provided that your status with the City of Chicago's M/WBE Program remains in good standing. As such, you will no longer be required to submit your annual No Change Affidavit to Cook County Government. However, if you wish for Cook County to be your designated Host Agency, you must submit a written request stating your preference on company letterhead to paulette.brooks@cookcountyil.gov, no later than 14 days from the date of this letter.

Please note that if you are currently certified with the City of Chicago in a *non-construction* area i.e., professional services or goods, the County Code requires that you do not exceed 1.) the S.B.A. Size Standards and, 2.) Personal Net Worth standards of approximately \$2MM. If you are a non-construction firm and wish to participate as an MBE/WBE in an upcoming County contract, you must submit an affidavit regarding your Size and Personal Net Worth at the time of the bid. You can download the affidavit from www.cookcountyil.gov/contractcompliance.

If you have further questions and/or comments, please contact Paulette Brooks at 312-603-6843.

Sincerely,

Jacqueline Gomez
Contract Compliance Director

JG/pgb

\$ Fiscal Responsibility • Innovative Leadership • Transparency & Accountability • Improved Services



CHICAGO MINORITY SUPPLIER DEVELOPMENT COUNCIL

THIS CERTIFIES THAT

NOVA STATIONERS, INC. (dba: MEADOWS OFFICE SUPPLY)

Has met the requirements for certification as a bona fide Minority Business Enterprise as defined by the National Minority Supplier Development Council, Inc. (NMSDC) and as applied by the Chicago Minority Supplier Development Council.

NAICS Codes: 423210, 423420, 424120

**Description of their products/services as defined by the North American Industry Classification System (NAICS)

Product/Service Description: RESELLER OF OFFICE SUPPLIES, FURNITURE, AND EQUIPMENT

6/30/2014

CH617

Issued Date

Certificate Number

6/30/2015

Expiration Date

Julia C. Morgan
President, Chicago MSDC

By using your assigned (through NMSDC only) password, NMSDC Corporate Members may view the original certificate by logging in at: <http://www.nmsdc.org>



An affiliate of the National Minority Supplier Development Council, Inc. (NMSDC)



ILLINOIS

Bruce Rauner, Governor

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

May 8, 2015

Sandra Wong
 Nova Stationers Inc
 30w260 Butterfield Rd
 Suite 210
 Warrenville, IL 60555-1569

Certification Term Expires: May 8, 2016

Dear Business Owner:

Re: FMB Recognition Certification Approval
 (City of Chicago)

Congratulations! After reviewing the information that you supplied, we are pleased to inform you that your firm has been granted certification as a Female Minority Business Enterprise (FMB) under the Business Enterprise Program for Minorities, Females, and Persons with Disabilities.

BEP accepts the City of Chicago's certification regarding your business status. This outside certification is in effect with the State of Illinois as long as it is valid with the City of Chicago.

At least 60 days prior to the anniversary day of your certification, you will be notified by BEP to update your certification as a condition of continued certification. In addition, should any changes occur in ownership and/or control of the business or other changes affecting the firm's operations, you are required to notify BEP within two weeks. Failure to notify our office of changes will result in decertification of your firm.

Please be advised, while this certification does not guarantee you will receive a State contract, it does assure your firm the opportunity to participate in the State's procurement process. Your firm's participation on State contracts will be credited only toward Female Minority Business Enterprise (FMB) goals in your area(s) of specialty. Your firm's name will appear in the State's Directory as a certified vendor with the Business Enterprise Program (BEP) in the specialty area(s) of:

ENVELOPES, RECYCLED
 STATIONARY BATTERIES
 SAFETY SUPPLIES AND EQUIPMENT
 FURNITURE, VISUAL DISPLAYS
 MODULAR PANELS
 FURNITURE, METAL OFFICE
 FURNITURE, EXECUTIVE
 ADDING MACHINES AND CALCULATORS
 DICTATION EQUIPMENT AND SUPPLIES
 BINDERY EQUIPMENT
 DUPLICATING EQUIPMENT AND SUPPLIES
 SHREDDERS
 PHOTOCOPY EQUIPMENT AND SUPPLIES
 FAX SUPPLIES
 FACSIMILE EQUIPMENT
 TYPEWRITERS AND INTELLIGENT TYPEWRITERS
 COMPUTER SUPPLIES, MISC.
 LASER PRINTER CARTRIDGES AND SUPPLIES
 OFFICE SUPPLIES, MISC.: PENS, PENCILS,
 RIBBONS: CALCULATOR, TYPEWRITER,
 CALENDARS, CALENDAR PADS AND STANDS
 CARBON PAPER
 RUBBER STAMPS

100 W Randolph St., Suite 4-100, Chicago, IL 60601

Printed on Recycled Paper

SHIPPING CARTONS, INSULATED FOR VACCINE
CORRUGATED BOXES
PACKING MATERIALS
WIPING RAGS, ALL TYPES

Please visit our website at www.sell2.illinois.gov to obtain information about current and upcoming procurement opportunities, contracts, forms, and also to register to receive email alerts when the State is preparing to purchase a product or service you may provide.

Thank you for your participation in the Business Enterprise Program (BEP). We welcome your participation and wish you continued success.

Sincerely,


Carlos Gutierrez
Certification Manager
Business Enterprise Program

(L57FMB)



DEPARTMENT OF PROCUREMENT SERVICES

MAY 07 2015

CITY OF CHICAGO

Sandra Wong
 Nova Stationers, Inc.
 30 W 260 Butterfield Rd., Unit 210
 Warrenville, IL 60555

Dear Sandra Wong:

The City of Chicago has reviewed your annual *No Change Affidavit* and supporting documentation and is pleased to inform you that your firm, **Nova Stationers, Inc.**, continues to meet the **Disadvantaged Business Enterprise ("DBE")** program certification eligibility standards set forth in 49 CFR Part 26. Your next No Change Affidavit is due April 1, 2016.

This certification allows your firm to participate as a DBE in the Illinois Unified Certification Program (IL UCP). The participating agencies include the Illinois Department of Transportation, the City of Chicago, the Chicago Transit Authority, Metra and Pace.

If there is any change in circumstances during the course of your certification period that affect your ability to meet size, disadvantaged status, ownership, or control requirements or any material change in the information provided in your initial application, you must provide written notification to this agency within **thirty (30) days** of the occurrence of the change. Failure to provide this information is a ground for denial of certification based on failure to cooperate pursuant to 49 CFR 26.109(c).

Your firm's name will appear in the IL UCP DBE Directory under the following category name(s):

NAICS Code(s)**423210 – Furniture Merchant Wholesalers****423420 – Office Equipment Merchant Wholesalers****424120 – Stationary and Office Supplies Merchant Wholesalers**

The Directory is used by prime contractors/consultants, as well as other agencies, to solicit participation of DBE, and ACDBE firms. The Directory can be accessed on the Internet at <http://www.dot.state.il.us/ucp/ucp.html>.

Your participation on contracts will only be credited toward DBE contract goals when you perform in your firm's approved area(s) of specialty. Credit for participation in an area outside your specialty requires prior approval (verification of resources, expertise, and corresponding support documentation, etc.).

Sincerely,

Jamil L. Rhee
 Chief Procurement Officer

JR/da

121 NORTH LASALLE STREET, ROOM 806, CHICAGO, ILLINOIS 60602