



OFFICE OF CONTRACT COMPLIANCE

Nicole Mandeville

DIRECTOR

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June 14, 2023

Richard Garza, Owner
Garza Roofing Equipment and Supply
901 Elizabeth Street
Elgin, IL 60120

Annual Certification Renewal:

September 1, 2024

Dear Mr. Garza:

Congratulations on your continued eligibility for Certification as a **Minority-owned Business Enterprise ("MBE")**, by Cook County Government.

As a condition of continued Certification, you must file a **No Change Affidavit** within **ninety (90) calendar days** prior to the date of the annual renewal, **September 1st**. Failure to file this affidavit may result in the termination of your Certification. In addition, you must notify Cook County's Office of Contract Compliance of any change in ownership or control or any other matters or facts affecting your firm's eligibility for Certification within **ten (10) calendar days** of such change.

Cook County Government may commence action to remove your firm as a certified vendor if you fail to notify us of any changes of facts affecting your firm's Certification, or if your firm otherwise fails to cooperate with the County in any inquiry or investigation. Removal of your status may also be commenced if your firm is found to be involved in bidding or contractual irregularities.

Your firm's name will be listed in Cook County's Directory of certified firms in the following area(s) of specialty:

NAICS CODES:

423330 – Roofing, Siding, and Insulation Material Merchant Wholesalers

423390 – Architectural metalwork merchant wholesalers; Building materials, fiberglass (except insulation, roofing, siding) merchant wholesalers; Buildings, prefabricated non-wood, merchant wholesalers; Gypsum building products merchant wholesalers

423830 – Industrial Machinery and Equipment Merchant Wholesalers

423840 – Industrial Supplies Merchant Wholesalers

423990 – Personal safety devices and supplies (e.g., eye shields, face shields, nonelectric respirators) merchant wholesalers

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

Thank you for your continued interest in Cook County Government's Minority, Women, Veteran, Service-Disabled Veteran, and Persons with Disabilities Business Enterprise Programs.

Sincerely,

Desiree M. Otkins

Desiree M. Otkins, EMBA
Deputy Director, Contract Compliance

DMO/rl