



CHIEF PROCUREMENT OFFICE

Ellen Daley, General Services

Small Business Set-Aside Program Re-Qualification Statement

The Illinois Procurement Code (30 ILCS 500/45-45) requires businesses participating in the Small Business Set-Aside Program to meet certain criteria. Completion of this Re-Qualification Statement is one way to demonstrate compliance with the requirements. The Chief Procurement Office may request additional information at any time to verify your business' qualifications.

Illinois Procurement Code Annual Sales Criteria for Small Business - 30 ILCS 500/45-45

- No wholesale business is a small business if its annual sales and receipts exceed \$13,000,000. 30 ILCS 500/45-45 (b)(1).
- No retail business or business selling service is a small business if its annual sales and receipts exceed \$8,000,000. 30 ILCS 500/45-45 (b)(2).
- No manufacturing business is a small business if it employs more than 250 employees. 30 ILCS 500/45-45 (b)(3).
- No construction business is a small business if its annual sales and receipts exceed \$14,000,000. 30 ILCS 500/45-45 (b)(4).

When computing the size status of a bidder, annual sales and receipts of the bidder *and all of its affiliates* shall be included. Businesses desiring to qualify under more than one category (i.e. wholesale and retail) must also submit a notarized statement delineating the dollar component of each category.

2015 or most recent year's Annual Gross Sales and Receipts: \$

Number of Employees (Manufacturing only)

(check box) I certify at the time of signing that my business continues to meet the IL Procurement Code's annual sales criteria.

Illinois Administrative Rules Criteria for Small Business - 44 ILL. ADM. CODE 1.4545

- A small business is a business that is independently owned and operated and is not dominant in its field of operation. 44 ILL. ADM. CODE 1.4545(e)(1).
- A small business in Illinois is defined as an entity that meets the Sales Criteria above and is a sole proprietor whose primary residence is in Illinois *or* is a business incorporated or organized as a domestic corporation under the Business Corporation Act of 1983 [805 ILCS 5/1.80] or is a business organized as a domestic partnership under the Uniform Partnership Act of 1997 [805 ILCS 206], or a business organized as a domestic limited partnership under the Uniform Limited Partnership Act of 2001 [805 ILCS 215]. 44 ILL. ADM. CODE 1.4545(e)(2).
- A small business that is not dominant in its field of operations means the business does not exercise a controlling or major influence in a kind of business activity in which a number of business concerns are primarily engaged. 44 ILL. ADM. CODE 1.4545(e)(3).

(check box) I certify at the time of signing that my business continues to meet the IL Administrative rules criteria.

Vendor understands and agrees that failure to provide true and accurate information on this or any other document submitted to the State may, in accordance with Illinois statutes and rules, result in suspension from doing business with the State, termination of contracts, and other sanctions.

Signature & Printed Name

Business Name

Title

Date

Tax ID number / FEIN