



# Illinois Municipal Retirement Fund

Suite 500 2211 York Road Oak Brook IL 60523-2337

*Member Service Representatives 1-800-ASK-IMRF (1-800-275-4673)*

Dear IMRF Business Partner:

**Re: Minority, Female and/or Disabled Owned Business Enterprise**

It is the policy of the Illinois Municipal Retirement Fund (IMRF) Board of Trustees to include qualified minority, disabled and/or women-owned business enterprises in the Fund's purchasing procedures of goods and services. We ask that you confirm whether or not your company meets the requirements to be classified as a "Minority Owned Business," "Disabled Owned Business" and/or a "Female Owned Business" as defined in the Business Enterprise for Minorities, Females, and Persons with Disabilities Act (30-ILCS 575/0.01 et seq.).

The definition of (30 ILCS 575) Business Enterprise for Minorities, Females, and Persons with Disabilities Act is included as an attachment with this letter. The full text of Illinois Statute 30-ILCS-575 can be found at [www.ilga.gov](http://www.ilga.gov); click on: IL Compiled Statutes; click on: Chapter 30 Finance; lastly, click on: 30 ILCS 575/ Business Enterprise for Minorities, Females, and Persons with Disabilities Act.

After reviewing the definition, please complete the verification form enclosed with this letter, and return to me. In order to conduct business with IMRF, this MFPDOB verification form is required to be on file with our Purchasing department.

IMRF seeks to attain superior vendor relationships and believes that leveraging diverse talent enhances its potential to achieve them. Should you have any questions or comments, please call me at (630) 368-5366.

Victoria Devaney  
Purchasing Specialist

cc: Denise Streit, IMRF

Enclosures:

- Verification of "Minority Owned Business", "Disabled Owned Business" or "Female Owned Business" Status
- Definition of the Business Enterprise for Minorities, Females, and Persons with Disabilities Act (30 ILCS 575/2)



**ILLINOIS MUNICIPAL RETIREMENT FUND**  
**VERIFICATION OF “MINORITY OWNED BUSINESS”,**  
**“DISABLED OWNED BUSINESS” or “FEMALE OWNED**  
**BUSINESS” STATUS**

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\_\_\_\_\_ verifies that it DOES / DOES NOT meet  
(Firm Name)

the requirements to be classified as a “**Minority Owned Business**” as defined in Illinois Statute  
30-ILCS-575 Business Enterprise for Minorities, Females, and Persons with Disabilities Act.

\_\_\_\_\_ verifies that it DOES / DOES NOT meet  
(Firm Name)

the requirements to be classified as a “**Female Owned Business**” as defined in Illinois Statute  
30-ILCS-575 Business Enterprise for Minorities, Females, and Persons with Disabilities Act.

\_\_\_\_\_ verifies that it DOES / DOES NOT meet  
(Firm Name)

the requirements to be classified as a “**Disabled Owned Business**” as defined in Illinois Statute  
30-ILCS-575 Business Enterprise for Minorities, Females, and Persons with Disabilities Act.

\_\_\_\_\_ verifies that it IS / IS NOT a publicly  
(Firm Name)

held/traded firm.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**Pertinent definitions from section 2 of the Business Enterprise for Minorities, Females, and Persons with Disabilities Act (30 ILCS 575/2):**

(1) "Minority person" shall mean a person who is a citizen or lawful permanent resident of the United States and who is:

- (a) African American (a person having origins in any of the black racial groups in Africa);
- (b) Hispanic (a person of Spanish or Portuguese culture with origins in Mexico, South or Central America, or the Caribbean Islands, regardless of race);
- (c) Asian American (a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent or the Pacific Islands); or
- (d) Native American or Alaskan Native (a person having origins in any of the original peoples of North America).

(2) "Female" shall mean a person who is a citizen or lawful permanent resident of the United States and who is of the female gender.

(2.05) "Person with a disability" means a person who is a citizen or lawful resident of the United States and is a person qualifying as being disabled under subdivision (2.1) of this subsection (A).

(2.1) "Disabled" means a severe physical or mental disability that:

(a) results from:

- amputation,
- arthritis,
- autism,
- blindness,
- burn injury,
- cancer,
- cerebral palsy,
- Crohn's disease,
- cystic fibrosis,
- deafness,
- head injury,
- heart disease,
- hemiplegia,
- hemophilia,
- respiratory or pulmonary dysfunction,
- mental retardation,
- mental illness,
- multiple sclerosis,
- muscular dystrophy,
- musculoskeletal disorders,
- neurological disorders, including stroke and epilepsy,
- paraplegia,
- quadriplegia and other spinal cord conditions,
- sickle cell anemia,
- ulcerative colitis,
- specific learning disabilities, or
- end stage renal failure disease; and

(b) substantially limits one or more of the person's major life activities.

Another disability or combination of disabilities may also be considered as a severe disability for the purposes of item (a) of this subdivision (2.1) if it is determined by an evaluation of rehabilitation potential to cause a comparable degree of substantial functional limitation similar to the specific list of disabilities listed in item (a) of this subdivision (2.1).

(3) "Minority owned business" means a business concern which is at least 51% owned by one or more minority persons, or in the case of a corporation, at least 51% of the stock in which is owned by one or more minority persons; and the management and daily business operations of which are controlled by one or more of the minority individuals who own it.

(4) "Female owned business" means a business concern which is at least 51% owned by one or more females, or, in the case of a corporation, at least 51% of the stock in which is owned by one or more females; and the management and daily business operations of which are controlled by one or more of the females who own it.

(4.1) "Business owned by a person with a disability" means a business concern that is at least 51% owned by one or more persons with a disability and the management and daily business operations of which are controlled by one or more of the persons with disabilities who own it. A not-for-profit agency for persons with disabilities that is exempt from taxation under Section 501 of the Internal Revenue Code of 1986 is also considered a "business owned by a person with a disability".

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(9) "Control" means the exclusive or ultimate and sole control of the business including, but not limited to, capital investment and all other financial matters, property, acquisitions, contract negotiations, legal matters, officer-director-employee selection and comprehensive hiring, operating responsibilities, cost-control matters, income and dividend matters, financial transactions and rights of other shareholders or joint partners. Control shall be real, substantial and continuing, not pro forma. Control shall include the power to direct or cause the direction of the management and policies of the business and to make the day-to-day as well as major decisions in matters of policy, management and operations. Control shall be exemplified by possessing the requisite knowledge and expertise to run the particular business and control shall not include simple majority or absentee ownership.

(10) "Business concern or business" means a business that has average annual gross sales over the three most recent calendar years of less than \$31,400,000 as evidenced by the federal income tax return of the business. A firm with gross sales in excess of this cap may apply to the Business Enterprise Council for Minorities, Females, and Persons with Disabilities for certification for a particular contract if the firm can demonstrate that the contract would have significant impact on businesses owned by minorities, females, or persons with disabilities as suppliers or subcontractors or in employment of minorities, females, or persons with disabilities.

(B) When a business concern is owned at least 51% by any combination of minority persons, females, or persons with disabilities, even though none of the three classes alone holds at least a 51% interest, the ownership requirement for purposes of this Act is considered to be met. The certification category for the business is that of the class holding the largest ownership interest in the business. If 2 or more classes have equal ownership interests, the certification category shall be determined by the Department of Central Management Services.