



**Illinois Commission on Equity and Inclusion**  
Nina Harris, Chairperson  
Alexandria Wilson, Acting Executive Director  
115 South LaSalle Street, Suite 4N, Chicago, IL 60603

12/05/2024

Pallet Direct, Inc.  
5660 Cypress Hollow Way  
Naples, Florida, 34109

Re: Business Enterprise Program Certification

Dear Lydia Ann Stillwell,

Congratulations! After reviewing your information, we are pleased to inform you that your firm has been granted certification under the Business Enterprise Program for minorities, women, and persons with disabilities (BEP). The Commission on Equity and Inclusion (CEI) was created to maximize supplier diversity, equity, and inclusion by ensuring access to contracting opportunities. CEI develops procedures and initiatives that make procurement processes inclusive, fair, and equitable while providing support, education, and mentorship.

**Certification Type:** Women Business Enterprise

**Certification Date:** 12/05/2024

**Certification Expiration Date:** 12/05/2031

**Certification Renewal Date:** 12/05/2025

CEI will email you 90 days before your certification anniversary date to remind you to complete your annual No Change Affidavit (NCA) to maintain continued certification. You are responsible for ensuring that the contact email address in the system is accurate and up to date and that the email account is checked regularly so you do not miss any important notifications.

Certified firms are encouraged to notify CEI's BEP certification unit within two weeks if any of the following changes occur:

- Ownership changes.
- Changes in control.
- Changes in the host agency's certification status.

**Please review the following list carefully to ensure all relevant NIGP codes are included.** Your firm's name will only appear in CEI's certified vendor directory as a BEP-certified vendor in the specialty area(s) of:

560 - 54 - Pallets and Skids: Metal, Plastic, Wood

Four Chief Procurement Officers (CPOs) exercise the State of Illinois procurement authority. Each CPO has a separate bulletin that publishes the State's solicitations and bidding opportunities for each portfolio. CEI strongly recommends that all State-certified vendors register with each procurement bulletin to ensure notification of all relevant prime and subcontractor bidding opportunities.

### **CPO Procurement Websites**

The Chief Procurement Officer of General Services (CPO-GS) oversees the purchases of goods and services for roughly 65 State agencies, boards, and commissions. Learn more about CPO-GS at <https://cpo-general.illinois.gov/>.

The Chief Procurement Officer of Higher Education (CPO-HE) oversees purchasing by State universities. Learn more about CPO-HE at <https://cpo-highered.illinois.gov/>

The Chief Procurement Officer of the Capital Development Board (CPO-CDB) oversees vertical construction and construction-related services purchases. Learn more about CPO-CDB at <https://cpo-cdb.illinois.gov/>.

The Chief Procurement Officer of the Illinois Department of Transportation (CPO-IDOT) oversees horizontal construction and construction-related services purchases. Learn more about CPO-IDOT at <https://cpo-dot.illinois.gov/>.

CEI welcomes your participation in BEP and wishes you continued success. If you have any questions or comments, please email [CEI.BEP.Certification@Illinois.gov](mailto:CEI.BEP.Certification@Illinois.gov) or call (312) 814-4190.

Sincerely,



Carlos Gutierrez  
Certification Manager