



Department of Administrative Services  
Equal Opportunity Division

06/08/2017

J Michele Bighouse  
IPS Group, LLC  
3254 Hill Avenue  
Toledo, OH 43607

Dear J Michele Bighouse:

SUBJECT: Minority Business Enterprise (MBE) Program  
Certification Number MBE-220572  
Effective Dates: 06/08/2017 through 06/08/2019

As you are aware, a company desiring to participate in the State of Ohio's Minority Business Enterprise program must demonstrate to this Office that the company is owned and controlled by a minority individual for at least the previous one year.

After careful review of the application and supporting documentation you provided to this office, the Equal Opportunity Division of the Ohio Department of Administrative Services (DAS) has determined that IPS Group, LLC satisfactorily meets the requirements set forth in Section 123:2-15-01 of the Ohio Administrative Code as is required for participation in the program. This letter shall serve as the State's official certification to this effect.

This letter also acknowledges that IPS Group, LLC is approved for MBE program participation under the Goods and Services procurement category, and has demonstrated capability and/or experience for a period of one year from the date of this letter in the following UNSPSC and CSI codes:

UNSPSC Codes	CSI Codes
1. 76000000 Industrial Cleaning Services	1. 41 50 00 Material Storage
2. 78120000 Material packing and handling	
3. 78121500 Packing	
4. 78121600 Material handling services	

Please note that one month prior to the expiration date of this certification, your company is required to submit a completed Recertification Affidavit form for our review relative to the company's qualifications for continuing participation in the MBE program. Additionally, you must formally notify this division of any changes that occur within your company that effect ownership, managerial and/or operational control within thirty days of such changes occurring. Similar notification must be provided to us of any changes to the company's name, business address, telephone numbers, principal products/service or other basic contact and commercial activity information.

Failure to provide a completed Recertification Affidavit or to notify this office of such changes to your company in a timely manner may result in the revocation of your certification status.

So that IPS Group, LLC is able to maximize the opportunity to provide its various MBE-approved business services to the State of Ohio, we strongly suggest that you contact the following agencies:

1. The Office of State Purchasing , within DAS's General Services Division, provides free registration at [www.das.ohio.gov/gsd](http://www.das.ohio.gov/gsd) or by calling the office at 614.466.4635. This office provides electronic notice of purchasing opportunities for specified supplies or services (bid notices) to any vendor who

has registered with DAS. Opportunities for architectural, engineering and construction service providers can be accessed at [www.ohio.gov/SAO](http://www.ohio.gov/SAO).

2. The Ohio Department of Development offers business development assistance in the areas of management, technical, financial, contract procurement assistance, loan and bond packaging services. The office can be contacted at 614.466.5700 or 800.848.1300 ext. 65700.

As the MBE program indicates, the State of Ohio values diversity among its business partners, and hopes to see them grow and prosper. Consequently, we are delighted to be able to assist your company by approving its participation in this vendor preference and business development program. If you need any assistance or have questions about the MBE program, its objectives or its operation, please contact the Equal Opportunity Division's Certification Unit at 614.466.8380.

Sincerely,



Gregory L. Williams  
Deputy Director  
State EEO Coordinator

*Service, Support, Solutions for Ohio Government*

*The State of Ohio is an equal opportunity employer.*

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Equal Opportunity Division | 4200 Surface Road | Columbus, Ohio 43228  
Phone 614-466-8380 | FAX 614-728-5628 | Web: [www.das.ohio.gov/eod](http://www.das.ohio.gov/eod)

John Kasich, Governor  
Robert Blair, DAS Director  
Gregory L. Williams, Deputy Director