

P-18003

## SCHEDULE A

### Statement of Bidder Regarding Its MBE/WBE Utilization Plan

TO BE COMPLETED BY BIDDER ONLY

Bidder: Just Km Clean Maintenance Company, INC.

IFB- P-18003  
Janitorial Services for Central Region Lakeland Comfort Stations Special use Facilities and Beach Houses

Is the bidder a certified MBE/WBE?

MBE: ☒ Yes ☐ No      WBE: ☒ Yes ☐ No

If yes, attach all current Letters of Certification.

#### NOTE:

Certification of the bidder as an MBE satisfies only the MBE goal; the WBE goal must still be met. Certification of the bidder as a WBE satisfies only the WBE goal; the MBE goal must still be met. Certification of the bidder as both MBE and WBE may satisfy one goal only.

The bidder intends to perform work in connection with this project as a:

#### GENDER:

- ☐ Male  
☒ Female

#### RACE/ETHNICITY:

- ☒ Black/African American  
☐ Hispanic American  
☐ Asian American  
☐ White American  
☐ Other \_\_\_\_\_

#### TYPE OF FIRM:

- ☐ Partnership  
☐ Sole Proprietorship  
☒ Corporation  
☐ Joint Venturer  
☐ Other

All MBE/WBE firms included in the following plan must be certified as such by a public or private entity such as the City of Chicago, Cook County-Illinois, the Illinois Department of Central Management Services (CMS), the Metropolitan Water Reclamation District, the Small Business Administration (SBA), the Chicago Minority Business Development Council (CMBDC), and the Women's Business Development Center (WBDC).

### I. Participation of MBE/WBE Firms

In determining the manner of MBE/WBE participation in the performance of this contract, the bidder shall consider involvement with MBE/WBE firms as joint venture partners, subcontractors, and suppliers of goods and services, either directly or indirectly.

- A. If bidder is a joint venturer and one or more joint venture partners are certified MBEs or WBEs, attach copies of Letters of Certification and a copy of the Joint Venture Agreement clearly describing the role of the MBE/WBE firm(s) and its ownership interest in the joint venture.
- B. Proposing MBE/WBE subcontractors/suppliers/consultants to perform work or supply goods or services not directly related to the performance of this contract is considered to be indirect participation.

MBE/WBE Subcontractors/Suppliers/Consultants:

1. Name of MBE/WBE: (None) - Just Km Clean will self-perform 100% of the work

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

MBE/WBE Participation: Dollars \$ \_\_\_\_\_ Percent: \_\_\_\_\_%

Will this subcontractor be used for direct or indirect participation? (circle one)

Schedule B and all current certification letters attached? ☐ Yes ☐ No

2. Name of MBE/WBE: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

MBE/WBE Participation: Dollars \$ \_\_\_\_\_ Percent: \_\_\_\_\_%

Will this subcontractor be used for direct or indirect participation? (circle one)

Schedule B and all current certification letters attached? ☐ Yes ☐ No

3. Name of MBE/WBE: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

MBE/WBE Participation: Dollars \$ \_\_\_\_\_ Percent: \_\_\_\_\_%

Will this subcontractor be used for direct or indirect participation? (circle one)

Schedule B and all current certification letters attached? ☐ Yes ☐ No

4. Name of MBE/WBE: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

MBE/WBE Participation: Dollars \$ \_\_\_\_\_ Percent: \_\_\_\_\_%

Will this subcontractor be used for direct or indirect participation? (circle one)

Schedule B and all current certification letters attached? ☐ Yes ☐ No

5. Name of MBE/WBE: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

MBE/WBE Participation: Dollars \$ \_\_\_\_\_ Percent: \_\_\_\_\_%

Will this subcontractor be used for direct or indirect participation? (circle one)

Schedule B and all current certification letters attached? ☐ Yes ☐ No

6. Name of MBE/WBE: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

MBE/WBE Participation: Dollars \$ \_\_\_\_\_ Percent: \_\_\_\_\_%

Will this subcontractor be used as direct or indirect participation? (circle one)

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Schedule B and all current certification letters attached? ☐ Yes ☐ No

7. Name of MBE/WBE: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_  
MBE/WBE Participation: Dollars \$ \_\_\_\_\_ Percent: \_\_\_\_\_ %  
Will this subcontractor be used for direct or indirect participation? (circle one)  
Schedule B and all current certification letters attached? ☐ Yes ☐ No

8. Name of MBE/WBE: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_  
MBE/WBE Participation: Dollars \$ \_\_\_\_\_ Percent: \_\_\_\_\_ %  
Will this subcontractor be used for direct or indirect participation? (circle one)  
Schedule B and all current certification letters attached? ☐ Yes ☐ No

9. Name of MBE/WBE: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_  
MBE/WBE Participation: Dollars \$ \_\_\_\_\_ Percent: \_\_\_\_\_ %  
Will this subcontractor be used for direct or indirect participation? (circle one)  
Schedule B and all current certification letters attached? ☐ Yes ☐ No

10. Name of MBE/WBE: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_  
MBE/WBE Participation: Dollars \$ \_\_\_\_\_ Percent: \_\_\_\_\_ %  
Will this subcontractor be used for direct or indirect participation? (circle one)  
Schedule B and all current certification letters attached? ☐ Yes ☐ No

Attach additional sheets as needed.

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**II. Summary of MBE/WBE Plan:****A. MBE Participation:**

<u>MBE Firm Name</u>	Dollar Amount of Participation	Percent Amount of Participation
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
Total MBE Participation:	\$ _____	_____ %

**B. WBE Participation:**

<u>WBE Firm Name</u>	Dollar Amount of Participation	Percent Amount of Participation
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
\$ _____	\$ _____	_____ %
Total WBE Participation:	\$ _____	_____ %

The bidder designates the following person as its MBE/WBE Liaison Officer:

Cheryl Gill - President  
(Name and Title)

(773) 407-0585  
(Phone Number)

dustemclean@gmail.com  
(E-mail address)

CONTINUE TO NEXT PAGE

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To the best of my knowledge, information and belief, the facts and representations contained in this Schedule are true, and no material facts have been omitted.

Any material misrepresentation will be grounds for terminating any contract that may be awarded and for initiating action under federal or state laws concerning false statements.

Bidder: Dust Em Clean Maintenance Company, Inc.  
(Print or Type Name of Business)

Signature: CE Gill Date: 4-20-18  
(Written Signature of Authorized Officer/Representative)

Name/Title: Chenyc Gill - President  
(Print or Type Name and Title of Person Signing Statement)

**NOTE**

If the bidder is an MBE/WBE joint venture with a non-MBE/WBE firm use the Signature Page that follows instead.

**End of Schedule A**

**ALTERNATE  
SCHEDULE A SIGNATURE PAGE  
FOR MBE/WBE JOINT VENTURE WITH A NON-MBE/WBE FIRM**

Complete this signature page only if you are an MBE/WBE operating as a joint venture with a non-MBE/WBE Firm

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To the best of my knowledge, information and belief, the facts and representations contained in this Schedule are true, and no material facts have been omitted.

Any material misrepresentation will be grounds for terminating any contract that may be awarded and for initiating action under federal or state laws concerning false statements.

**NOTE:**

After filing this statement and before the completion of the joint venture's work on this project, if there is any change in the information submitted, the joint venturer must inform the Chicago Park District.

N/A  
(Name of MBE/WBE Partner Firm)

\_\_\_\_\_  
(Name of Non-MBE/WBE Partner Firm)

\_\_\_\_\_  
(Written Signature of Authorized Officer/Representative)

\_\_\_\_\_  
(Written Signature of Authorized Officer/Representative)

\_\_\_\_\_  
(Print or Type Name and Title)

\_\_\_\_\_  
(Print or Type Name and Title)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

**End of Alternate Schedule A Signature Page**

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## SCHEDULE B

Statement of Intent from MBE/WBE to Perform as Subcontractor, Supplier, and/or Consultant  
DO NOT FILL OUT OR SIGN THIS FORM IF YOU ARE THE BIDDER

Project: \_\_\_\_\_

From: \_\_\_\_\_  
(Name of MBE/WBE Firm)

MBE: ☐ Yes ☐ No

WBE: ☐ Yes ☐ No

To: \_\_\_\_\_ and the Chicago Park District:  
(Name of Bidder)

The undersigned intends to perform work in connection with the above projects as a:

**GENDER:**

- ☐ Male  
☐ Female

**RACE/ETHNICITY:**

- ☐ Black/African American  
☐ Hispanic American  
☐ Asian American  
☐ White American  
☐ Other \_\_\_\_\_

**TYPE OF FIRM:**

- ☐ Partnership  
☐ Sole Proprietorship  
☐ Corporation  
☐ Joint Venturer  
☐ Other

The MBE/WBE status of the undersigned is confirmed by the attached current Letters of Certification from public or private entities such as the City of Chicago, Cook County-Illinois, the Illinois Department of Central Management Services (CMS), the Metropolitan Water Reclamation District, the Small Business Administration (SBA), the Chicago Minority Business Development Council (CMBDC), and the Women's Business Development Center (WBDC).

**Attach all current certification letters behind Schedule B.**

The undersigned is prepared to provide the following services or supply the following goods in connection with the above project/contract:

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The above described performance is offered for the following price and described terms of payment:

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If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheets.

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**SCHEDULE B**

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The undersigned will enter into a written agreement for the above work with you as bidder, conditioned upon your execution of a contract with the Chicago Park District, and will do so within (3) three working days of receipt of a signed contract from the Chicago Park District.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: \_\_\_\_\_  
(Print or Type Name and Title)

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**End of Schedule B**



## **MBE/WBE UTILIZATION REPORTING REQUIREMENTS**

CHICAGO PARK DISTRICT

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### **Term Agreement Contracts**

For term agreement contracts for materials, supplies, equipment, services, etc., utilization reports are to be submitted quarterly. The MBE/WBE Utilization Report form will be provided to the awardee with the awardee's executed contract, and the awardee's first MBE/WBE Utilization Report will be due no later than ninety (90) days after the date of that contract's execution.

1. Copies of cancelled checks (both sides), wire transfers, and other forms of payments to MBE(s) and WBE(s). These payments must be for services provided on this contract only

**AND**

2. Copies of invoices from MBE(s) and WBE(s) for services provided on this contract only

**AND**

3. Waivers of lien, when applicable

**Submission Address:** MBE/WBE Utilization Reports are to be submitted directly to:

Compliance Officer  
Department of Purchasing  
Chicago Park District  
541 N. Fairbanks Court  
6th Floor  
Chicago, IL 60611

**Submission Fax:** 312-742-5326

For more information, contact Luetha Aytch, Compliance Officer, at 312-742-4436,  
or via e-mail at [luetha.aytch@chicagoparkdistrict.com](mailto:luetha.aytch@chicagoparkdistrict.com)

**End of MBE/WBE Reporting Requirements**



DEPARTMENT OF PROCUREMENT SERVICES

NOV - 2 2017

CITY OF CHICAGO

Cheryl Ann Gill  
Dust Em Clean Maintenance Company, Inc.  
503 East 61<sup>st</sup> Street  
Chicago, IL 60637

Dear Cheryl Ann Gill:

Revised

We are pleased to inform you that **Dust Em Clean Maintenance Company, Inc.**, has been certified as a **Minority-Owned Business Enterprise ("MBE")** and **Women-Owned Business Enterprise ("WBE")** by the City of Chicago ("City"). This **MBE/WBE** certification is valid until **11/01/2018**; however your firm's certification must be revalidated annually. In the past the City has provided you with an annual letter confirming your certification; such letters will no longer be issued. As a consequence, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 days** before your annual anniversary date.

It is now your responsibility to check the City's certification directory and verify your certification status.

Your firm's five year certification will expire on **11/01/2018**. You have an affirmative duty to file for recertification **60 days** prior to the date of the five year anniversary date. Therefore, you must file for recertification by **9/01/2018**.

It is important to note that you also have an ongoing affirmative duty to notify the City of any changes in ownership or control of your firm, or any other fact affecting your firm's eligibility for certification **within 10 days** of such change. These changes may include but are not limited to a change of address, change of business structure, change in ownership or ownership structure, change of business operations, gross receipts and or personal net worth that exceed the program threshold. Failure to provide the City with timely notice of such changes may result in the suspension or rescission of your certification. In addition, you may be liable for civil penalties under Chapter 1-22, "False Claims", of the Municipal Code of Chicago.

Please note – you shall be deemed to have had your certification lapse and will be ineligible to participate as a **MBE/WBE** if you fail to:

- File your annual No-Change Affidavit within the required time period;
- Provide financial or other records requested pursuant to an audit within the required time period;
- Notify the City of any changes affecting your firm's certification **within 10 days** of such change; or
- File your recertification within the required time period.

Please be reminded of your contractual obligation to cooperate with the City with respect to any reviews, audits or investigation of its contracts and affirmative action programs. We strongly encourage you to assist us in maintaining the integrity of our programs by reporting instances or suspicions of fraud or abuse to the **City's Inspector General** at [chicagoinspectorgeneral.org](http://chicagoinspectorgeneral.org), or 866-IG-TIPLINE (866-448-4754).

Be advised that if you or your firm is found to be involved in certification, bidding and/or contractual fraud or abuse, the City will pursue decertification and debarment. In addition to any other penalty imposed by law, any person who knowingly obtains, or knowingly assists another in obtaining a contract with the City by falsely representing the individual or entity, or the individual or entity assisted is guilty of a misdemeanor, punishable by incarceration in the county jail for a period not to exceed six months, or a fine of not less than \$5,000 and not more than \$10,000 or both.

Your firm's name will be listed in the City's Directory of Minority Women-Owned Business Enterprises in the specialty area(s) of:

**NAICS Code(s):**

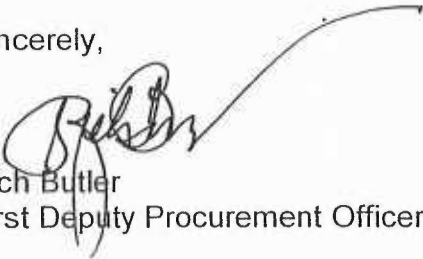
- 238320 – Painting (Except Roof) Contractors (Expansion)**
- 561720 – Building Cleaning Services, Janitorial**
- 561720 – Cleaning Homes**
- 561720 – Cleaning Offices**
- 561720 – Cleaning Shopping Centers**
- 561720 – Custodial Services**
- 561720 – Deodorant Servicing of Rest Rooms**
- 561720 – Deodorizing Services**
- 561720 – Housekeeping Services (i.e., Cleaning Services)**
- 561720 – Janitorial Services**
- 561720 – Maid Services (i.e., Cleaning Services)**
- 561720 – Office Cleaning Services**
- 561720 – Residential Cleaning Services**
- 561720 – Restroom Cleaning Services**
- 561720 – Restaurant Kitchen Cleaning Services**
- 561720 – Service Station Cleaning and Degreasing Services**
- 561720 – Washroom Sanitation Services**
- 561720 – Window Cleaning Services**
- 238990 – Cleaning Building Interiors During and Immediately After Construction**
- 238990 – Cleaning New Building Interiors Immediately After Construction**
- 238910 – Demolition Contractor**
- 561730 – Garden Maintenance Services**
- 561730 – Landscape Care and Maintenance**
- 561730 – Landscape Contractors (Except Construction)**
- 561730 – Lawn Maintenance Services**
- 561730 – Lawn Mowing Services**
- 561730 – Maintenance of Plants and Shrubs in Building**
- 561730 – Ornamental Tree and Shrub Services**
- 561730 – Seasonal Property Maintenance Services (i.e., Snow Plowing in Winter, Landscaping During Other Seasons)**

- 561730 – Shrub Services (e.g., Bracing, Planting, Pruning, Removal Spraying, Surgery, Trimming)
- 561730 – Snow Plowing Services Combined with Landscaping Services (i.e., Seasonal Property Maintenance Services)
- 561730 – Sod Laying Services
- 561730 – Tree and Bush Trimming, Overhead Utility Line
- 561730 – Tree Services (e.g., Bracing Planting, Pruning, Removal, Spraying, Surgery, Trimming)
- 561730 – Tree Trimming Services

Your firm's participation on City contracts will be credited only toward **Minority-Owned Business Enterprise and Women Business Enterprise** goals in your area(s) specialty. While your participation on City contracts is not limited to your area of specialty, credit toward goals will be given only for work that is self-performed and providing a commercially useful function that is done in the approved specialty category.

Thank you for your interest in the City's Minority-Owned and Women-Owned Business Enterprise (MBE/WBE) Program.

Sincerely,



Rich Butler  
First Deputy Procurement Officer

RB/em



## Vendor Profile: Certifications

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Dust Em Clean Maintenance Company, Inc.

System Vendor Number: 20069858

[New Record](#)

## Current Certifications

Type	Action	Effective	Renewal	Organization	Reviewer	Actions
MBE	No Change Affidavit	11/2/2017	11/1/2018	City of Chicago		<a href="#">View</a>
WBE	No Change Affidavit	11/2/2017	11/1/2018	City of Chicago		<a href="#">View</a>

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**Certification: View****Help & Tools** **Certification List****Vendor Information**

Business Name	Dust Em Clean Maintenance Company, Inc.
VendorID	20069858
Primary Owner's Name	Cheryl Ann Gill
Company Type	Corporation
Ethnic Group	African American
Gender	Female

**Certification Information**

Certifying Agency	City of Chicago
Certification Type	MBE - Minority Business Enterprise
Effective Date	11/2/2017
Renewal Date	11/1/2018

**Contact Information**

Main Company Email	dustemclean@gmail.com
Main Phone	773-407-0585
Main Fax	312-244-3795
Main Company Website	<a href="http://www.dustemclean.com">http://www.dustemclean.com</a>

**Addresses**

Physical Address	503 East 61st Street Chicago, IL 60637
Mailing Address	P.O. BOX 377823 CHICAGO, IL 60637

**Business Capabilities**

Business certified for	NAICS 238320 Painting (except roof) contractors NAICS 238910 Demolition contractor NAICS 238990 Cleaning building interiors during and immediately after construction NAICS 238990 Cleaning new building interiors immediately after construction NAICS 561720 Building cleaning services, janitorial NAICS 561720 Cleaning homes NAICS 561720 Cleaning offices NAICS 561720 Cleaning shopping centers NAICS 561720 Custodial services NAICS 561720 Deodorant servicing of rest rooms NAICS 561720 Deodorizing services NAICS 561720 Housekeeping services (i.e., cleaning services) NAICS 561720 Janitorial services NAICS 561720 Maid services (i.e., cleaning services) NAICS 561720 Office cleaning services NAICS 561720 Residential cleaning services NAICS 561720 Rest room cleaning services NAICS 561720 Restaurant kitchen cleaning services NAICS 561720 Service station cleaning and degreasing services NAICS 561720 Washroom sanitation service NAICS 561720 Window cleaning services
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NAICS 561730	Tree and brush trimming, overhead utility line ( <a href="#">More</a> )
NAICS 561730	Tree services (e.g., bracing, planting, pruning, removal, spraying, surgery, trimming) ( <a href="#">More</a> )
NAICS 561730	Tree trimming services ( <a href="#">More</a> )

**Owner Ethnicity and Gender**

Ethnic Group	African American
Gender	Female
DBE Ethnic Group	Black American

**Location**

County	Cook (IL)
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**Additional Information**

Ward	
Community Area	

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**Certification: View****Certification List****Vendor Information**

Business Name	Dust Em Clean Maintenance Company, Inc.
VendorID	20069858
Primary Owner's Name	Cheryl Ann Gill
Company Type	Corporation
Ethnic Group	African American
Gender	Female

**Certification Information**

Certifying Agency	City of Chicago
Certification Type	WBE - Women Business Enterprise
Effective Date	11/2/2017
Renewal Date	11/1/2018

**Contact Information**

Main Company Email	dustemclean@gmail.com
Main Phone	773-407-0585
Main Fax	312-244-3795
Main Company Website	<a href="http://www.dustemclean.com">http://www.dustemclean.com</a>

**Addresses**

Physical Address	503 East 61st Street Chicago, IL 60637
Mailing Address	P.O. BOX 377823 CHICAGO, IL 60637

**Business Capabilities**

Business certified for	NAICS 238320 Painting (except roof) contractors NAICS 238910 Demolition contractor NAICS 238990 Cleaning building interiors during and immediately after construction NAICS 238990 Cleaning new building interiors immediately after construction NAICS 561720 Building cleaning services, janitorial NAICS 561720 Cleaning homes NAICS 561720 Cleaning offices NAICS 561720 Cleaning shopping centers NAICS 561720 Custodial services NAICS 561720 Deodorant servicing of rest rooms NAICS 561720 Deodorizing services NAICS 561720 Housekeeping services (i.e., cleaning services) NAICS 561720 Janitorial services NAICS 561720 Maid services (i.e., cleaning services) NAICS 561720 Office cleaning services NAICS 561720 Residential cleaning services NAICS 561720 Rest room cleaning services NAICS 561720 Restaurant kitchen cleaning services NAICS 561720 Service station cleaning and degreasing services NAICS 561720 Washroom sanitation service NAICS 561720 Window cleaning services
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	NAICS 561730	Sod laying services ( <a href="#">More</a> )
	NAICS 561730	Tree and brush trimming, overhead utility line ( <a href="#">More</a> )
	NAICS 561730	Tree services (e.g., bracing, planting, pruning, removal, spraying, surgery, trimming) ( <a href="#">More</a> )
	NAICS 561730	Tree trimming services ( <a href="#">More</a> )

### Owner Ethnicity and Gender

Ethnic Group	African American
Gender	Female
DBE Ethnic Group	Black American

### Location

County	Cook (IL)
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### Additional Information

Ward	
Community Area	

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