



DEPARTMENT OF PROCUREMENT SERVICES
CITY OF CHICAGO

OCT 15 2013

Donna Franklin
ESCO LIGHTING, INC.
3254 N. Kilbourn Avenue
Chicago, IL 60641

Dear Ms. Franklin:

We are pleased to inform you that **ESCO LIGHTING, INC.** has been certified as a **Women Business Enterprise ("WBE")** by the City of Chicago ("City"). This **WBE** certification is valid until **10/15/2018**; 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. As a condition of continued certification during the five year period stated above, you must file an annual No-Change Affidavit. Your firm's **annual No-Change Affidavit** is due by **10/15/2014, 10/15/2015, 10/15/2016 and 10/15/2017**. Please remember, you have an affirmative duty to file your **No-Change Affidavit 60 days** prior to the date of expiration. Failure to file your annual No-Change Affidavit may result in the suspension or rescission of your certification.

Your firm's five year certification will expire on **10/15/2018**. 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 **08/15/2018**.

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 **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, 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 and Women-Owned Business Enterprises in the specialty area(s) of:

NAICS Code(s):

- 335122 - Ceiling Lighting Fixtures, Commercial, Industrial, and Institutional, Manufacturing**
- 335122 - Commercial Lighting Fixtures, Electric, Manufacturing**
- 335122 - Emergency Lighting (i.e., battery backup) Manufacturing**
- 335122 - Fluorescent Lighting Fixtures, Commercial, Institutional, and Industrial Electric, Manufacturing**
- 335122 - Illuminated Indoor Lighting Fixtures (e.g., directional, exit) Manufacturing**
- 335122 - Industrial Lighting Fixtures, Electric, Manufacturing**
- 335122 - Industrial Mercury Lighting Fixtures, Electric, Manufacturing**
- 335122 - Institutional Lighting Fixtures, Electric, Manufacturing**
- 335122 - Lamps (i.e., lighting fixtures), Commercial, Industrial, and Institutional, Manufacturing**
- 335122 - Lighting Fixtures, Commercial Electric, Manufacturing**
- 335122 - Lighting Fixtures, Institutional Electric, Manufacturing**
- 335122 - Pendant Lamps (except residential), Electric, Manufacturing**
- 335122 - Recessed Lighting Housings and Trim (except residential), Electric, Manufacturing**
- 335122 - Wall Lamps (i.e., lighting fixtures), Commercial, Institutional, and Industrial Electric, Manufacturing**
- 335129 - Area and Sports Luminaries (e.g., stadium lighting fixtures), Electric, Manufacturing**
- 335129 - Floodlights (i.e., lighting fixtures) Manufacturing**
- 335129 - Lighting Fixtures, Airport (e.g., approach, ramp, runway, taxi), Manufacturing**
- 335129 - Reflectors for Lighting Equipment, Metal, Manufacturing**
- 335129 - Spotlights (except vehicular) Manufacturing**
- 335129 - Street Lighting Fixtures (except traffic signals) Manufacturing**
- 335129 - Swimming Pool Lighting Fixtures Manufacturing**
- 423610 - Electric Light Fixtures Merchant Wholesalers**

Your firm's participation on City contracts will be credited only toward **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 and Women-Owned Business Enterprise (MBE/WBE) Program.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jamie L. Rhee", with a long horizontal line extending to the right.

Jamie L. Rhee ^{RS}
Chief Procurement Officer

JLR/si

A small, faint handwritten mark or signature in the bottom right corner of the page.

