



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

JAMES H. TROGDON, III
SECRETARY

October 8, 2018

Richard Grubb and Associates, Inc.
Alice Domm, President
259 Prospect Plains Road, Building D
Cranbury, NJ 08512

SUBJECT: Approval of DBE Certification - Vendor # 110788

Dear Ms. Domm:

Your application for certification as a Disadvantaged Business Enterprise (DBE) has been approved by the NC Department of Transportation, and is effective upon receipt of this letter.

Your firm has been approved for the following NAICS Code(s):

- 115310 – Support Activities for Forestry**
- 541310 – Architectural Services**
- 541618 – Other Management Consulting Services**
- 541620 – Environmental Consulting Services**
- 541690 – Other Scientific and Technical Consulting Services**
- 541720 – Research and Development in the Social Sciences and Humanities**

In order to remain as an eligible DBE, your firm will be required to submit a Declaration of No Change and the firm's most recent Federal Business taxes to this office by your anniversary date of **October 31, 2019**.

Failure to submit the requested documents on an annual basis may result in removal of your firm's DBE certification. The Declaration of No Change will attest to the fact that no changes have occurred that would affect your status as a Disadvantaged Business Enterprise and that your personal net worth has not exceeded \$1.32 million as required by federal regulations for economically disadvantaged individuals. We will confirm that your business continues to remain under the business size limits as determined by the Small Business Administration and the DBE size limit of \$23.98 million dollars. This will be determined by averaging the firm's gross receipts over a three-year period. The Office of Civil Rights will provide you with the appropriate forms at least 30 days prior to the anniversary date of your certification.

Should you experience any changes in ownership, management responsibility, specialty, address and/or telephone numbers, you are required to notify this office in writing within 30 days of the

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
OFFICE OF CIVIL RIGHTS
1511 MAIL SERVICE CENTER
RALEIGH, NC 27699

Telephone: (984) 233-9094
Fax: (919) 508-1818
Customer Service: 1-877-368-4968

Location:
104 FAYETTEVILLE STREET
RALEIGH, NC 27699

Website: www.ncdot.gov

change. Failure to inform this office of a change may result in removal of your firm from DBE certified status.

As a certified firm, our Business Development Unit is available to assist you in developing your business. For more information on your rights and responsibilities as a certified firm or any other question you may have, please contact Christy Thaxton at cwthaxton@ncdot.gov or at 919-508-1928.

Please note that DBE certification status is not considered pre-qualification to bid, or approval to perform work for the Department of Transportation. To become pre-qualified to bid on Department of Transportation projects, or to be approved as a subcontractor, please contact the pre-qualification section at (919) 707-4800.

Thank you for your participation in the Disadvantaged Business Enterprise Program. If you have any questions, then please contact me directly at ecruz@ncdot.gov.

Sincerely,

DocuSigned by:



9A7B6182AA304BD...

Elizabeth Cruz

Lead DBE Certification Officer

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