



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

November 2, 2020

Ketchie-Houston, Inc.
Courtney Silver, President
201 Winecoff School Road
Concord, NC 28027

SUBJECT: Approval of Annual DBE/WBE Certification Review - Vendor # 105614

Dear Ms. Silver:

The annual review of your Disadvantaged Business Enterprise (DBE) and Woman Business Enterprise (WBE) certifications have been approved by the North Carolina Department of Transportation.

In order to remain as an eligible DBE firm, you will be required to submit a declaration of no change to this office by your anniversary date of **October 31, 2021**.

Please be advised that failure to submit the declaration with appropriate supporting documentation on an annual basis will result in removal of your firm's DBE certification. The declaration will attest to the fact that no changes have occurred affecting 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.

Should you experience any changes in ownership, management responsibility, specialty, address, email address, and/or telephone numbers, you are required to notify this office in writing within thirty (30) days of the change. Failure to inform this office of a change may result in removal of your firm's DBE certification status.

Please note that, as a certified firm, you are eligible to receive supportive services through our Business Opportunity and Workforce Development (BOWD) Unit. For more information regarding supportive services, please contact our BOWD Unit at BOWD@ncdot.gov or at 919-508-1885.

Thank you for participating in the DBE program. If you have any questions, then please contact me directly at ecruz@ncdot.gov.

Sincerely,

DocuSigned by:

9A7B6192AA304BD...

Elizabeth Cruz
Lead DBE Certification Officer

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

Telephone: (984) 233-9094
Customer Service: 1- 800-522-0453
Website: www.ncdot.gov

Location:
12033 E. INDEPENDENCE BLVD.
SUITE F
MATTHEWS, NC 28104