



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

Ms. Jennifer Nicolai
Seacoast Asphalt Services, Inc.
P.O. Box 98
Hatfield, MA 01038

April 1, 2020

VIA-EMAIL

Dear Ms. Nicolai,

The Office of Federal Compliance has reviewed your annual affidavit as a Disadvantaged Business Enterprise (DBE/ACDBE) and is pleased to inform you that your firm continues to meet the ownership, control and eligibility requirements established by the U.S. Department of Transportation (USDOT) in Title 49, Part 26 of the Code of Federal Regulations and will continue to be certified as a DBE/ACDBE under the North American Industry Classification System (NAICS) code(s): **423320** and a business description **regular dealer who procures and delivers asphalt products and/or a broker transport hauler of asphalt products.**

As a DBE/ACDBE, your company will be included in the state's DBE/ACDBE Directory, which is incorporated in all Federal-aid construction contract proposals and available online at <https://www.nh.gov/dot>. This certification is not a guarantee of work, but enables your firm to compete for and perform contract work as a DBE/ACDBE on all USDOT Federal Aid projects in New Hampshire. This certification does not validate the capability or capacity of your firm to perform work in the area(s) for which you have been certified.

Your certification is contingent upon the annual submission of information to affirm your eligibility in the DBE/ACDBE program. Your firm's annual review (certification) month is **April** and you will be required to complete and submit [NHDOT Affidavit of No Change](#), your firm's complete federal tax return and a copy of your home-state certification letter (for out-of-state firms). For your convenience, you will receive a courtesy email reminder a couple of weeks before your certification month notifying you of your obligation to submit required paperwork for the annual review. You may submit your annual paperwork up to 60 days in advance of your certification month.

You are required by 49 CFR Part 26.83(i)(j) to report any change in circumstances affecting your ability to meet size, disadvantaged status, ownership, or control requirements of this part or any material change in the information provided in your application. This notice must be submitted in the form of a sworn affidavit, in writing, and **within 30 days of the occurrence of the change**. You must provide supporting documentation describing the nature of the change. Failure to do so will be deemed as a failure to cooperate. The Department reserves the right to monitor your company by conducting on-site visits to your office facility or job locations, and to request additional information, as necessary, to ensure compliance with the regulations of this program.

Thank you for your continued participation in the NH DBE/ACDBE Program. If you have any questions regarding your certification, or other aspects of this program, please contact me at (603) 271-6612 or Larisa.Djuvelek-Ruggiero@dot.nh.gov.

Sincerely,


Larisa Djuvelek-Ruggiero
External EEO Coordinator
Office of Federal Compliance