

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS



Department of Administration  
OFFICE OF DIVERSITY, EQUITY AND OPPORTUNITY  
**Minority Business Enterprise Compliance Office**  
One Capitol Hill  
Providence, RI 02908-5860  
Office: (401) 574-8670  
RI Relay: 711  
[www.odeo.ri.gov](http://www.odeo.ri.gov)

April 17, 2020

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

Dear Ms. Nicolai:

Based on the annual review package provided by you, a determination has been made that your firm remains eligible for certification as a WBE for the State of Rhode Island Minority Business Enterprise Program. Your "Minority Business Certification Number" which you can utilize as proof of your status is MBCN 781. Your company has been approved as a WBE for the following scope: "regular dealer and/or broker transport hauler of asphalt products, cements and emulsions" firm under primary NAICS Code 423320.

In order to maintain your certification during the certification period, you must submit your annual review package thirty (30) days prior to your annual review date which is **5/31/2021**. Your annual review package must include: a) a completed No Change Affidavit (b) current corporate federal tax returns, including all federal schedules and attachments, for the applicant firm and any affiliate firms as applicable; (c) copy of your current certification letter from your home state UCP if firm is not based in Rhode Island, and (d) copy of pertinent Rhode Island licenses if business is operating in a licensed industry. Failure to submit your annual review package will result in an administrative removal of your certification. Further, please be advised that it is your responsibility to notify the Minority Business Enterprise Compliance Office of any changes in the ownership or control of your business within thirty (30) days of such changes.

In addition, please be advised that all certified firms undergo a more substantive review, including a new site visit, as well as a review of personal financial information and economic disadvantage status, every five (5) years. Our records indicate that your firm is due for such a review on or about **5/31/2020**.

We wish you success in the State of Rhode Island's Minority Business Enterprise Program; and if we can be of further assistance to you, please contact this office.

Sincerely,

A handwritten signature in cursive script that reads "Dorinda L. Keene".

Dorinda L. Keene  
Assistant Administrator – MBE Compliance

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

Dear Ms. Nicolai:

Based on the annual review package provided by you, a determination has been made that your firm remains eligible for certification as a **DBE** for the U.S. DOT DBE Program. The MBE Compliance Office (MBECO), acting as certification agent for RIDOT, RIAC, and RIPTA, has determined that your firm continues to meet the certification criteria as established by U.S. DOT under 49 CFR Part 26. The number that you may utilize as proof of your certification is MBCN 781. Your company has been approved as a **DBE** for the following scope: **“regular dealer and/or broker transport hauler of asphalt products, cements and emulsions”** firm under primary NAICS Code 423320.

Please be advised that it is your responsibility to notify MBECO of any changes in circumstance affecting your ability to meet size, disadvantaged status, ownership, or control requirements, or any material change in the information provided in your application form, within 30 days of such changes. The notice must take the form of a sworn affidavit sworn or an unsworn declaration executed under penalty of perjury of the laws of the United States, and must include supporting documentation describing in detail the nature of such changes. Failure to make timely notification of such a change will result in administrative removal of certification for failure to cooperate under 49 CFR 26.109(c).

In order to maintain your certification as a DBE, you must submit your annual review package thirty (30) days prior to your annual review date which is **5/31/2021**. (a) a completed No Change Affidavit; (b) current corporate federal tax returns, including all federal schedules and attachments, for the applicant firm and any affiliate firms, if applicable; (c) copy of your current certification letter from your home state UCP if firm is not based in Rhode Island, and (d) copy of pertinent Rhode Island licenses if business is operating in a licensed industry. Failure to submit your annual review package will result in an administrative removal of your certification. We wish you success in the DBE Program, and if we can be of further assistance to you, please contact this office.

Sincerely,

A handwritten signature in cursive script that reads "Dorinda L. Keene".

Dorinda L. Keene  
Assistant Administrator – MBE Compliance