



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION
Division of Contract Compliance



Telephone: (860) 594-2177
Fax: (860) 594-3016
Mailing Address: Administration Building
2800 Berlin Turnpike
Newington, CT 06131

January 28, 2015

Ms. Nancy Castro
NJ & C Associates, Inc.
9 Fair Street
Carmel, NY 10512

Dear Ms. Castro:

Subject: Issuance of DBE Certification Letter

The Connecticut Department of Transportation (ConnDOT) Office of Contract Compliance has determined that your business is eligible for certification in accordance with U.S. Department of Transportation, 49 CFR, Part 23. Your firm can be found on the ConnDOT website at www.ct.gov/dot. Your firm is certified under NAIC(S): 561110 to perform the following services:

Consultant
Project Support Services for Construction Field Offices

Under Federal Regulation 49 CFR 26.83(j), you are required to submit an Annual "No Change Affidavit" verifying that no changes have occurred in your firm. For your convenience, I have enclosed a copy of the "No Change Affidavit" form. Your Annual No Change Affidavit is due on or before your original date of certification each calendar year. The items required for submission include the "No Change Affidavit", a copy of your DBE Home State Certification if not a Connecticut based firm and Personal & Company Tax Returns. Please Note: There will be no other notification of this requirement, and failure to submit this form, as well as all supporting documents, will be viewed as non-responsive and will initiate an Eligibility Hearing to determine if your firm should be decertified due to failure to cooperate.

Additionally, it is your responsibility to inform this Office, in writing, within thirty (30) days of any change in business ownership or structure, day-to-day management or any other substantive changes. Failure to do so may jeopardize your certification.

A representative from either the Central Connecticut State University's Institute of Technology and Business Development (ITBD) and/or the Greater New England Minority Supplier Development Council (GNEMSDC) will be contacting your firm regarding the Department's Business Development Programs. These programs are offered at no charge to certified Connecticut DBE firms.

If you have any questions, please contact the Office of Contract Compliance at (860) 594-2177 for assistance.

Sincerely,

A handwritten signature in cursive script that reads "Shari Pratt".

Shari Pratt, DBE Certification
Division of Contract Compliance
Office of Finance & Administration

Enclosure

SP/cm