



**Maryland Department of Transportation**  
The Secretary's Office

**Martin O'Malley**  
Governor

**Anthony G. Brown**  
Lt. Governor

**James T. Smith, Jr.**  
Secretary

September 17, 2014

BRENDA M. CARTER  
TOTE-IT, INC.  
P.O. BOX 22726  
BALTIMORE, MD 21203-4726

Certification Number: 91-233

Dear BRENDA M. CARTER:

We are pleased to inform you that your company has been found eligible to continue its certification as a Minority Business Enterprise (MBE), Disadvantaged Business Enterprise (DBE), Small Business Enterprise (SBE), and/or Airport Concessions Disadvantaged Business Enterprise (ACDBE) effective September 17, 2014.

Your firm remains certified for the services for which you have been approved and officially notified in writing. Your current certification status can be found in the Maryland Department of Transportation's (MDOT) Directory of Certified MBE/DBE/SBE/ACDBE Firms available online at <http://mbe.mdot.state.md.us/directory>. MDOT's online directory is the official record of your firm's certification status. It is important that you carefully review the accuracy of your listing in the Directory. If you have any questions about your firm's certification status, contact MDOT's Office of Minority Business Enterprise (OMBE) immediately at 410-865-1269 or 1-800-544-6056.

If you wish to expand the area(s) of work for which your firm is currently certified, you may request an Expansion of Services. The application for expansion of services can be found at <http://www.mdot.maryland.gov/Office of Minority Business Enterprise/ExpansionCover.html> Please submit your application request to:

Maryland Department of Transportation  
Office of Minority Business Enterprise  
7201 Corporate Center Drive  
Hanover, MD 21076  
410-865-1309 (fax) or [mbe@mdot.state.md.us](mailto:mbe@mdot.state.md.us)

Your firm must be recertified annually in order to maintain its certification. We will contact you when it is time to begin the next recertification process.

Sincerely,

Randy Reynolds  
Director, Minority Business Enterprise

My telephone number is \_\_\_\_\_  
Toll Free Number 1-888-713-1414 TTY Users Call Via MD Relay  
7201 Corporate Center Drive, Hanover, Maryland 21076