



Maura Healey, Governor
Kimberley Driscoll, Lieutenant Governor
Monica Tibbitts-Nutt, Secretary & CEO



DBE Certification Office | MassUCP

November 25, 2024

Ms. Robin Smith
Smith Marine, Inc.
P O Box 381
Marblehead, MA 01945

This letter serves as sole and exclusive proof of your firm's DBE certification.

Dear Ms. Smith:

Congratulations! The Massachusetts Unified Certification Program (MassUCP), is pleased to notify you that we have processed the annual update of your company as a disadvantaged business enterprise (DBE). Your company continues to be assigned **NAICS Code(s) 483211, 561990, 483113, 483114, 532411, 237310, 488320, 488330 and 237990** with the certified business description of **COASTAL PASSENGER TRANSPORTATION, CRANE BARGES; TOWING SERVICES; CRANE SERVICES FOR BRIDGE INSPECTION AND REPAIR; CORE SAMPLE; TEST BORING; DEMOLITION; PILE DRIVING; MOORING; DREDGING; MARINA; DOCK AND SHORELINE CONSTRUCTION, REPAIR AND MAINTENANCE; SUPPLY SHUTTLING AND LOGISTICAL SUPPORT; DIVING AND SALVAGE SERVICES; EQUIPMENT RENTAL AND LEASING** and will remain listed in our certified business directory.

As a DBE, you must inform MassUCP in writing of any change in circumstances affecting your ability to meet size, disadvantaged status, ownership, control requirements or any material change in the information provided in your application form. Changes in management responsibility among members of a limited liability company are covered by this requirement. You must attach supporting documentation describing in detail the nature of such changes. The notice must take the form of an affidavit sworn to by the owners of the firm before a person who is authorized by state law to administer oaths or of an un-sworn declaration executed under penalty of perjury of the laws of the United States. You must provide the written notification within 30 days of the occurrence of the change. If you fail to make timely notification of such a change, you will be deemed to have failed to cooperate under 49 CFR 26.109(c).

To update your firm's DBE certification and if it continues to meet the applicable criteria, on or before your firm's certification anniversary date of **October 21, 2025**, and each year thereafter, please send the MassUCP the following documents:

- (1) Declaration of Eligibility (DOE) (**will be sent with reminder letter**)
- (2) A **signed** copy of your company's and all of its affiliates', U.S. Tax Returns including all schedules and attachments for the year(s) indicated.
- (3) A **signed** copy of your personal tax returns for year(s) indicated.
- (4) If a sole proprietor, a **signed** copy of your Schedule C. for year(s) indicated.
- (5) A **statement** of the **number only** of full- and part-time employees (including owner) for each year indicated.

Ten Park Plaza, Suite 2600-B, Boston, MA 02116

Tel: 857-368-8656

www.mass.gov/unified-certification-program-ucp

If you have changed your company name or address, please notify Ms. Nedra D. White, in writing on the company's letterhead in order to update your state vendor file.

MassUCP reserves the right to monitor, perform random spot checks, re-evaluate the firm or revoke the firm's certification if it no longer meets the certification criteria.

During the period of your certification, if you have further questions regarding the annual review, please contact Nedra D. White, Director, MassUCP at nedra.d.white@dot.state.ma.us.

Very truly yours,



Nedra D. White, Director
DBE Certification Program (MassUCP)