



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J. ERIC BOYETTE  
SECRETARY

April 18, 2022

Ketchie-Houston, Inc.  
Courtney Silver, *President*  
201 Winecoff School Road  
Concord, NC 28027

**SUBJECT: Approval of Annual DBE/WBE Certification Eligibility Review - Vendor # 105614**

Dear Ms. Silver:

The annual review of your Disadvantaged Business Enterprise (DBE) and Woman Business Enterprise (WBE) certifications have been approved by the North Carolina Department of Transportation.

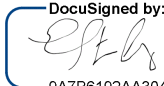
In order to remain as an eligible DBE firm, you will be required to submit a declaration of no change to this office by your anniversary date of **October 13, 2022**. **Please be advised that failure to submit the declaration with appropriate supporting documentation on an annual basis will result in removal of your firm's DBE certification.** The declaration will attest to the fact that no changes have occurred affecting your status as a DBE and that your personal net-worth has not exceeded \$1.32 million as required by federal regulations for economically disadvantaged individuals.

Should you experience any changes in ownership, management responsibility, specialty, address, email address, and/or telephone numbers, you are required to notify this office in writing within thirty (30) days of the change. Failure to inform this office of a change may result in removal of your firm's DBE certification status.

Please note that, as a certified firm, you are eligible to receive supportive services through our Business Opportunity and Workforce Development (BOWD) Unit. For more information regarding supportive services, please contact our BOWD Unit at [BOWD@ncdot.gov](mailto:BOWD@ncdot.gov) or at 984-236-1234.

Thank you for participating in the DBE program. If you have any questions, then please contact me directly at [ecruz@ncdot.gov](mailto:ecruz@ncdot.gov).

Sincerely,

DocuSigned by:  
  
9A7B6192AA304BD...

Elizabeth Cruz  
*Lead DBE Certification Officer*

*Mailing Address:*  
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OFFICE OF CIVIL RIGHTS  
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RALEIGH, NC 27699

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