



Department of
Transportation

ANDREW M. CUOMO
Governor

MATTHEW J. DRISCOLL
Commissioner

Cathy Calhoun
Chief of Staff

May 4, 2017

Catherine A. Thiaville
Metal Solutions, Inc.
1821 Broad Street
Utica, NY 13501

Re: DBE Certification Approval

Dear Catherine A. Thiaville,

The New York State Department of Transportation (NYSDOT), a certifying partner in the New York State Unified Certification Program (NYSUCP), has reviewed your application for certification as a Disadvantaged Business Enterprise (DBE) and is pleased to inform you that your firm meets the eligibility criteria established by the U.S. Department of Transportation (USDOT) in Title 49, Part 26 of the Code of Federal Regulations. Accordingly, Metal Solutions, Inc. is now **CERTIFIED** as a DBE with the NYSUCP in the following classifications:

Commodity Codes:

NAICS 332312: FABRICATED STRUCTURAL METAL MANUFACTURING

Based on this certification, your firm is eligible to participate as a DBE on USDOT-assisted projects in New York State for the classification areas listed above only. Since certification is granted only for these specific types of work, if at a future date you wish to expand your firm's certification in an additional type of work, you must contact our office and demonstrate that you are able to control the firm with respect to that additional type of work.

Please note that if your firm is hired to work on a contract as a DBE, it must perform a commercially useful function in executing the work of the contract, or a distinct element of the work on the contract, by actually performing, managing, and supervising the work involved with its own workforce and equipment. A DBE firm must have a necessary and useful role in the work - the firm's role cannot merely be a superfluous step added in an attempt to obtain credit towards a DBE goal. If a commercially useful function is not performed, the firm's participation towards achieving the goal cannot be counted.

As long as the firm is listed in the NYSUCP DBE directory, it is considered DBE certified by all NYSUCP members.

DBE certification is continuing from the date of this letter, but is contingent upon the firm renewing its eligibility annually through this office.

Your firm's current DBE certification status with the NYSUCP will remain effective for as long as your firm continues to meet all DBE certification eligibility requirements. However, this certification is contingent upon the firm affirming its eligibility annually. You must submit on the anniversary date of this notice, a sworn affidavit attesting that there have been no changes in circumstances affecting your ability to meet the size, disadvantaged status, ownership or control requirements; or any material changes in the information provided in your application for DBE certification. In the event that there are changes, you are required to notify our office within 30 days of such changes. Failure to adhere to these requirements will result in immediate action to decertify the firm.

Your firm will now be included in the NYSUCP Directory of firms that have been certified as DBEs in New York State (<https://nysucp.newnycontracts.com>). Once a firm is certified as a DBE, it remains certified until and unless its certification has been removed. Therefore, as long as your firm is listed in the NYSUCP Directory, it will continue to be certified as a DBE in New York State. In order to maintain an accurate Directory, please make us aware of any updates in your business address, phone and fax numbers, email address or website address.

The NYSUCP reserves the right to review your firm's DBE certification eligibility at any time in light of changed circumstances, a complaint or receipt of other information concerning the firm's eligibility.

As a newly certified DBE in New York State, you should be aware that the New York State Division of Minority and Women's Business Development reviews applications from businesses that may be eligible to be certified as a MWBE firm in New York. If you are interested in such certification, a streamlined MWBE application process is available for firms that are currently certified as a DBE at:

<http://www.esd.ny.gov/MWBE/GetCertified.html>

New York also has several assistance programs for minority and women-owned business enterprises including the NYS Surety Bond Assistance Program which provides technical and financial assistance to help contractors secure surety bonding. For more information, please see the New York State Business First Resource Center at:

<http://www.nyfirst.ny.gov/ResourceCenter/MWBEMenu.html>

Additionally, the U.S. Small Business Administration (SBA) can guarantee bonds for contracts up to \$2 million; covering bid, performance and payment bonds for small and emerging contractors who cannot obtain surety bonds through regular commercial channels. To learn more about the Surety Bond Guarantee Program, call 800-U-ASK-SBA (800-827-5722) or visit visit <http://www.sba.gov>.

We are pleased to have your firm as a participant in the NYSUCP and wish you much success. If you have any questions, please contact our office at dbecert@dot.ny.gov or at (518) 457-3180.

Sincerely,

A handwritten signature in black ink, appearing to read 'Johnny Cisneros', with a long horizontal flourish extending to the right.

Johnny Cisneros, Supervisor
DBE Certification Unit