

From: [New Mexico DOT](#)
To: [Jill Madden](#)
Subject: NMDOT: Certification Renewal
Date: Thursday, September 29, 2022 12:31:15 PM



September 29, 2022

Dear Jill Madden:

Your firm is currently certified as a DBE with the New Mexico Department of Transportation and must renew annually in order to maintain your DBE Certification. Our records indicate your firm's annual certification anniversary date is September 29, 2023.

As a condition of continued certification, a firm must provide a DBE Annual Affidavit to the New Mexico Department of Transportation every year by its anniversary date. This form must be accompanied by the most recent complete copy of the DBE business's Federal tax document, OR (Schedule C) from the DBE owner's personal Federal tax document. The Affidavit specifically affirms that the business continues to meet DBE size standards (including gross receipts from affiliates) and that the DBE owner(s) personal net worth does not exceed \$1.32 million.

At any time during a firm's DBE certification, if there is a change in circumstances that affect your ability to meet size, disadvantaged status, ownership, control requirements, or any material change in the information provided in your initial application, you must provide written notification to this office within thirty days of the occurrence of the change.

These forms are available and must be completed online using NMDOT application system:

<https://nmdot.dbesystem.com>

Failure to submit your affidavit and supporting information could result in a lapsed status and possible decertification.

If you have any questions or need assistance, please contact DBE Certification at (505) 670-3294 or by email: DBE.CERT@state.nm.us.

Sincerely,

Lisa Neie
Consultant
Construction and Civil Rights Bureau

If you have any questions about your certification you may also email us at
DBE.CERT@state.nm.us.

This message was sent to: jmadden@amaterra.com
Sent on: 9/29/2022 12:31:08 PM
System ReferenceID: 170947427