

**METROPOLITAN WASHINGTON
UNIFIED CERTIFICATION PROGRAM**

DDOT • 55 M Street S.E., 3rd Floor • Washington, D. C. 20003 • (202) 671-0479
WMATA • 600 Fifth Street, N. W., 3rd Floor • Washington, D. C. 20001 • (202) 962-6493



District Department of Transportation



August 10, 2020

Diana L. Goodwin
Foundation Test Group, Inc.
11408 Cronridge Dr. STE K
Owings Mills, MD 21117

RE: Certification No. : DBE0003852

Dear Diana L. Goodwin:

We are pleased to inform you that your firm has been certified as a Disadvantaged Business Enterprise (DBE)/Small Business Enterprise (SBE) with the Metropolitan Washington Unified Certification Program (MWUCP), effective **August 10, 2020**. MWUCP participants include the Washington Metropolitan Area Transit Authority (WMATA) and the District of Columbia Department of Transportation (DDOT). **Your firm is subject to the requirements of the Disadvantaged Business Enterprise regulations, Title 49, Code of Federal Regulations, Part 26, as amended and all laws of this jurisdiction applicable to the transaction of business.** You are currently certified in the following North American Industry Classification System (NAICS) Code(s):

<u>NAICS CODE</u>	<u>DESCRIPTION</u>
541330	Engineering Services
541380	Testing Laboratories

If you wish to add to the list of approved NAICS Codes, you must first make such request through our Supplier Portal and provide supporting documentation to dbehotline@wmata.com. You are required to sign-in using your User Id and Password. Then, you must navigate to *Main Menu*, click on *Maintain Supplier Information*, click on *NAICS/SIC Code*.

As a certified DBE, you are required to submit an annual "No Change" statement, attesting to your continued status as a "socially and economically disadvantaged individual". You must also submit current business and personal Income Tax Returns.

You can access this form by going to WMATA's Supplier Portal and Sign-in using your User Id and Password. Navigate to *Main Menu*, click on *Manage Solicitations and Bids*, click on *My Certification*, click on *Certification Review*.

If a change in the ownership, control or management of your firm has occurred, you must

complete and submit a "Notice Regarding Change" statement within 30 days of the occurrence of the change.

A firm is considered graduated in all or some of the areas of work grouped under the NAICS Codes if the firm exceeds the size standards listed under the NAICS Codes. If a firm exceeds the size standard in any of its approved NAICS Codes, it is no longer certified as a Disadvantaged Business Enterprise under that specific NAICS Code. If a firm exceeds the size standards in all of its approved NAICS Codes or the established Personal Net Worth standard, it is no longer eligible to participate as a Disadvantaged Business Enterprise under the Federal U.S. Department of Transportation Program.

Your certification does not automatically expire, however; your firm must submit the required documents annually on or before your firm's certification date. Failure to provide the requested documents in a timely manner will result in immediate actions to decertify your firm's eligibility as a Disadvantaged Business Enterprise with the Metropolitan Washington Unified Certification Program.

Any questions or concerns, feel free to contact dbeh hotline@wmata.com.

Sincerely,



Sylvia Edwards
Director, Small Business Programs Office