

**WISCONSIN UNIFIED CERTIFICATION PROGRAM  
DISADVANTAGED BUSINESS ENTERPRISE**



5/30/2013

Anne Edwards-Cotter  
Cotter Consulting, Inc.  
735 N Water Street Suite 1101  
Milwaukee, WI 53202

RE: Approval of 5-Year Update to DBE Certification

Dear Ms. Edwards-Cotter:

The WisDOT has approved the eligibility of Cotter Consulting, Inc. for DBE credit on USDOT federally-funded projects performing a commercially-useful function in the area(s) of:

- PROGRAM PROJECT AND CONSTRUCTION MANAGEMENT SERVICES TO THE CONSTRUCTION INDUSTRY

The USDOT requires North American Industry Classification System (NAICS) codes be used to describe the type of work a firm can perform for DBE credit. We have assigned the following NAICS code(s) to your firm's certified work area(s):

- 237990 Other Heavy and Civil Engineering Construction
- 561110 Office Administrative Services

The DBE Program uses the SBA size standards for NAICS codes as required by the DBE program's federal regulation, 49 CFR part 26. The size standards for your firm's assigned NAICS codes can be found at [http://www.sba.gov/sites/default/files/Size\\_Standards\\_Table.pdf](http://www.sba.gov/sites/default/files/Size_Standards_Table.pdf)

Your firm is willing to work throughout these regions of Wisconsin:

- Northeast
- Southeast
- Southwest

Please note that DBE crediting is subject to the WisDOT's discretion.

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**City of Madison**

Department of Civil Rights  
210 Martin Luther King Jr. Blvd., Rm. 523  
Madison, WI 53703  
(608) 266-4910  
(608) 267-1142 FAX  
(866) 703-2314 TTY/Textnet

**Dane County**

Dane County Executive Office  
Office of Equal Opportunity  
210 Martin Luther King Jr. Blvd., Rm. 421  
Madison, WI 53703  
(608) 266-4114  
(608) 266-2643 FAX

**Milwaukee County**

Office of the County Board  
Community Business Development Partners  
Milwaukee County - City Campus  
2711 West Wells Street  
Room 830  
Milwaukee, WI 53208  
(414) 278-5248  
(414) 223-1958 FAX

**Wisconsin Dept Of Transportation**

DBE Office  
4802 Sheboygan Avenue  
Room 451  
P O Box 7965  
Madison, WI 53707-7965  
(608) 266-6961  
(608) 267-3641 FAX

WisDOT is a member of the Wisconsin Unified Certification Program (UCP), which is made up of four certifying agencies: City of Madison, Dane County, Milwaukee County and WisDOT. As a certified DBE firm of the Wisconsin UCP, you are eligible to bid as a DBE on USDOT-funded projects let by any of the four agencies.

For record-keeping purposes WisDOT is counting Cotter Consulting, Inc. as a Woman-Owned Disadvantaged Business Enterprise (WDBE). If your firm should develop the resources, including equipment and personnel to perform in other work areas, you may apply for an expansion of your company's DBE certification. Your firm must be approved for an expansion of certifications before we will approve any DBE credit for work performed in those additional areas.

This update of certification is effective 05/30/2013. Please note, however, that you are required to submit an Annual No-Change Affidavit declaring that your firm continues to meet program eligibility standards. WisDOT will send you this form prior to your anniversary date.

This approval decision is based upon information provided to WisDOT as part of the application for certification as a DBE and 5-Year update. Should this information change, you must inform our office in writing within 30 days of the change. Your failure to notify our office within 30 days could result in you being found to have failed to cooperate with the WisDOT and for your firm to be decertified. Also, if your firm is found to have concealed or misrepresented information you provided to the WisDOT, your firm will be subject to decertification.

*WisDOT provides management and technical assistance to disadvantaged firms working on highway projects. The services are located at:*

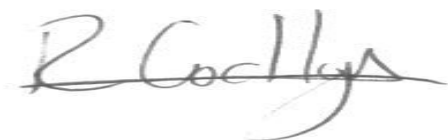
*WisDOT DBE Support Services  
6150 W. Fond du Lac Avenue  
Milwaukee, WI 53218  
(414) 438-4583*

*Certified DBE firms are encouraged to utilize this office for plan reading and bid preparation assistance.*

Your company's name and certified work areas will remain on our Directory of certified DBEs and will continue to appear in the publication of the UCP Directory. You may view the listing of certified DBE firms at <https://app.mylcm.com/wisdot>

Thank you for your interest in the Wisconsin UCP. Please contact our office if you need additional assistance.

Sincerely,



Rochelle Codlyn  
WisDOT Equal Opportunity Specialist