



# Unified Certification Program



Disadvantaged Business Enterprise  
Airport Concession Disadvantaged Business Enterprise

[WWW.OHIOUCP.ORG](http://WWW.OHIOUCP.ORG)

1980 WEST BROAD STREET, MS 3270 • COLUMBUS, OHIO 43223 • (614) 466-2878 • DOT.SDBE@DOT.OHIO.GOV

June 13, 2024

Monroe Barnes Jr.  
Owner  
M.B.J. Consultants Inc.  
30 West Third Street, Unit 4M  
Cincinnati, OH 45202  
clipp@mbjconsultants.com

Dear Mr. Barnes:

Having reviewed your Annual Declaration, we are pleased to inform you M.B.J. Consultants Inc. is eligible to remain certified as a Disadvantaged Business Enterprise (DBE) in Ohio, effective June 13, 2024. M.B.J. Consultants Inc. is currently certified in the following NAICS codes and descriptors:

NAICS Code	NAICS Title	Descriptor(s)*
236210	Industrial Building Construction	—
236220	Commercial and Institutional Building Construction	Commercial and Institutional Building Project Construction Management; Office Building, Shop/Warehouse; Storage Facility, Building Addition
561210	Facilities Support Services	—

\*For certain types of work, in addition to applying the appropriate NAICS code, the Ohio UCP applies a descriptor from its own classification scheme. The Ohio UCP’s descriptors table is available at [www.ohioucp.org](http://www.ohioucp.org) (click the ‘Ohio UCP Descriptors’ link).

DBE certification allows M.B.J. Consultants Inc. to participate as a DBE on federally assisted transportation-related projects and/or contracts. All Federal Highway Administration, Federal Transit Administration, and Federal Aviation Administration recipients and subrecipients in Ohio will accept this DBE certification. M.B.J. Consultants Inc. is subject to the requirements of the DBE regulations (49 CFR Part 26, as amended) and all laws of the State of Ohio applicable to the transaction of business. A DBE certificate for M.B.J. Consultants Inc. may be viewed or printed from the Ohio Unified DBE directory at [www.ohioucp.org](http://www.ohioucp.org) (click the Ohio Unified DBE Directory link).

M.B.J. Consultants Inc. is required to inform ODOT in writing of any change in circumstances affecting its ability to meet the size, disadvantaged status, ownership, or control requirements of the DBE regulations or any material change in the information provided in the firm’s application form. The notice must take the form of a sworn affidavit or of an unsworn declaration executed under penalty of perjury of the laws of the United States. The written notification along with supporting documentation describing in detail the nature of the change(s) must be submitted within 30 days of the occurrence of the change(s). Failure to provide timely notification will result in ODOT’s action to decertify M.B.J. Consultants Inc. as a DBE in Ohio. To submit a declaration of change, follow the instructions in the Forms for Certified DBE Firms section of the Ohio Unified Certification Program (UCP) website, [www.ohioucp.org](http://www.ohioucp.org).

AN EQUAL OPPORTUNITY EMPLOYER AND PROVIDER OF SERVICES

As a DBE, M.B.J. Consultants Inc. is also required to submit an Annual Declaration attesting there have been no changes in circumstances affecting its ability to meet the size, disadvantaged status, ownership, or control requirements of the DBE regulations or any material changes in the information provided in its application form (except for the changes about which it has already notified ODOT, if any) along with its current Federal business tax return (and those of its affiliates, if any) each year on its anniversary date. M.B.J. Consultants Inc.'s next Annual Declaration is due on **5/1/2025**. To submit the Annual Declaration form, follow the instructions in the Forms for Certified DBE Firms section of the Ohio Unified Certification Program (UCP) website, [www.ohioucp.org](http://www.ohioucp.org).

DBE certifications do not have an expiration date; however, M.B.J. Consultants Inc. must submit the Annual Declaration annually on or no more than 30 days before its anniversary date. Failure to provide the requested documents in a timely manner will result in ODOT's action to decertify M.B.J. Consultants Inc. as a DBE in Ohio.

Please be advised a firm is not eligible to retain NAICS codes in all or some of the areas of work grouped under the NAICS codes if that firm exceeds the size standard 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 DBE under that specific NAICS code. If a firm exceeds the size standard in all of its approved NAICS codes or if the firm's controlling owner(s) exceed the established Personal Net Worth standard, it is no longer eligible to participate as a DBE.

If M.B.J. Consultants Inc. expands in its line of work or if additional lines of work are added to its capabilities, one or more additional NAICS codes and/or descriptors may be needed. To request additional NAICS codes please submit the NAICS Code/Descriptor Request Form by following the instructions in the Forms for Certified DBE Firms section of the Ohio UCP website, <https://www.transportation.ohio.gov/wps/portal/gov/odot/programs/business-economic-opportunity/ucp/ucp-forms>.

We encourage you to contact the Office of Outreach to learn more about upcoming matchmaking events and contracting opportunities with ODOT and transit systems. To locate the Regional Outreach Manager in your area, please go to [www.transportation.ohio.gov/odi](http://www.transportation.ohio.gov/odi) and visit the Office of Outreach's webpage.

If you have any questions, please contact the Office of Business & Economic Opportunity at (614) 466-2878 or [DOT.SDBE@dot.ohio.gov](mailto:DOT.SDBE@dot.ohio.gov).

Respectfully,



Deborah M. Green  
Administrator  
Office of Business & Economic Opportunity

DG:CLW