

December 6, 2024

Julie Hurley Tryon  
Rocky Mountain Signing Company, Inc.  
10335 S. Progress Way  
Parker, CO 80134

Dear: Julie Hurley Tryon:

The City and County of Denver's Division of Small Business Opportunity (DSBO) is pleased to inform you that Rocky Mountain Signing Company, Inc. is now certified as a Disadvantaged Business Enterprise (DBE) pursuant to the US Department of Transportation (USDOT) Code of Federal Regulation (CFR) Title 49 Part 26. Your firm, and the types of work you have been certified to perform, will be listed on the Colorado Unified Certification Program's (UCP) on-line directory at <https://coucp.dbesystem.com>.

Rocky Mountain Signing Company, Inc. is eligible to participate as a DBE on USDOT's financially-assisted projects in Colorado in the following NAICS Codes:

NAICS 561990: FLAGGING (I.E., TRAFFIC CONTROL) SERVICES

It is your responsibility to make sure the NAICS codes you are certified in are kept up to date. If you wish to become certified in an additional type of work, you must submit an Expansion Application available on the [Small Business Certification and Contract Management System](#) with applicable supporting documentation.

#### **Important Information for Maintaining Your Certification**

The anniversary date of your firm's DBE certification is **December 31, 2025**. You must submit, every year on the anniversary date of your certification, an annual No Change Application with the required documentation including your firm's most recent tax return. DSBO sends four reminders beginning 120 days prior to your anniversary date, however if you do not receive these notices, it is still your responsibility to submit the No Change Application in a timely manner. To ensure you receive these, and all notices and reminders DSBO sends, make sure your contact information in your Vendor Profile is kept current and add [denver@mwdbec.com](mailto:denver@mwdbec.com) to your safe sender list.

**Your firm's next annual Application is due: December 31, 2025.**

**Every three years, you must submit a 3-Year Review Application. As part of this review, you will be required to submit an updated Personal Net Worth Statement and participate in another site visit.**

**Your firm's 3-Year Review Application is due: December 31, 2026.**

Finally, you must inform DSBO, in writing, of any changes that occur in the firm's legal structure, ownership, management, or control, within thirty (30) days of such change. Notifications regarding changes must be submitted to [certificationinfo@denvergov.org](mailto:certificationinfo@denvergov.org). Please follow-up to ensure your notification was received. Failure to report any of these changes may result in removal of your firm's certification eligibility and listing in the certification directory.

**FAILURE TO SUBMIT THE ANNUAL UPDATE AND REQUIRED DOCUMENTATION, OR TO REPORT ANY CHANGES MAY RESULT IN SUSPENSION AND/OR REVOCATION OF YOUR CERTIFICATION AND REMOVAL OF YOUR FIRM FROM THE ONLINE DIRECTORY**

It is the intent of the certification program to maximize opportunities available to your firm by leveling the playing field. If you have any questions or need assistance, please contact the certification team at (720) 913-1714 or email at [certificationinfo@denvergov.org](mailto:certificationinfo@denvergov.org)

Sincerely,

*Brittany Eroen*

Brittany Eroen  
Interim Chief Officer, Division of Small Business Opportunity  
Denver Economic Development & Opportunity  
P: 720-913-1908 | [Brittany.Eroen@denvergov.org](mailto:Brittany.Eroen@denvergov.org)