

**WISCONSIN UNIFIED CERTIFICATION PROGRAM
DISADVANTAGED BUSINESS ENTERPRISE**



9/19/2014

SHAWN OLLEY
Midwest Legal & eData Services, Inc.
7625 S HOWELL AVENUE
Oak Creek, WI 53154

RE: Approval of DBE Certification

Dear Ms. OLLEY:

The Milwaukee County has approved the eligibility of Midwest Legal & eData Services, Inc. for DBE credit on USDOT federally-funded projects performing a commercially-useful function in the area(s) of:

- Paralegal services, corporate maintenance services, computer forensic services, eDiscovery services for law firms and corporate legal departments.

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):

- 541199 All Other Legal Services

The DBE Program uses the SBA size standards for NAICS codes as required by the DBE program's federal regulation, 49 Code of Federal Regulation parts 23 and 26. The size standards for NAICS codes can be found at http://www.sba.gov/sites/default/files/Size_Standards_Table.pdf or for Airport Concessionaire DBE firms at 49 CFR part 23, section 23.33.

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

- Southeast
- Southwest

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

Milwaukee County 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.

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

For record-keeping purposes Milwaukee County is counting Midwest Legal & eData Services, Inc. as a Woman-Owned Disadvantaged Business Enterprise (WDBE).

If your firm should develop the resources, including equipment and personnel to perform a commercially-useful function 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 certification before we will approve any DBE credit for work performed in any work areas other than those listed in this Approval of DBE Certification letter.

This approval decision is based upon information provided to Milwaukee County as part of the application for certification as a DBE. 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 Milwaukee County and for your firm to be decertified. Also, if your firm is found to have concealed or misrepresented information you provided to the Milwaukee County, your firm will be subject to decertification.

This certification of eligibility is effective 9/19/2014. Please note, however, that you are required to submit an Annual No-Change Affidavit declaring that your firm continues to meet DBE program eligibility standards.

Management of your firm's certification status will now be performed through the Wisconsin UCP's Civil Rights Compliance System (CRCS). Each year, you must review your firm's Company Profile in CRCS and renew it in the system. Also, you will be required to electronically sign a No-Change Affidavit statement annually and provide the company's most recent federal tax return.

You should check with Milwaukee County staff to learn your firm's CRCS account information such as the user ID, logon password and signature password. Additional information about CRCS can be found at the WisDOT DBE website at www.dot.wi.gov/business/engrserv/dbe-main.htm

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

*WisDOT DBE Support Service
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 firm's name will be added to our Directory of certified DBE's and will appear in the next scheduled publication of the UCP Directory. You may view the listing of certified DBE firms at: <https://app.mylecm.com/wisdot>.

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

Sincerely,
Ruby J. Brooks
Business Analyst