



# STATE OF INDIANA

Michael R. Pence., Governor

DEPARTMENT OF ADMINISTRATION  
Minority and Women's Business Enterprises Division

Indiana Government Center South  
402 West Washington Street, Room W469  
Indianapolis, IN 46204  
(317) 232 - 3061

August 16, 2013

Anne Pfeiffer  
Cimtech, Inc.  
325 Park East Blvd  
New Albany, IN 47150

Subject: Application for WBE certification

Dear Ms. Pfeiffer:

***Congratulations!*** The Indiana Department of Administration, Minority and Women's Business Enterprises Division is pleased to inform you that Cimtech, Inc. is hereby certified as a Women's Business Enterprise (WBE).

Your company provides a commercially useful function in the areas listed below. Only work performed in these areas will be counted towards Women's Business participation:

#### UNSPSC CODE(S)

| <i>Code</i> | <i>Description</i>                              |
|-------------|-------------------------------------------------|
| 31000000    | Manufacturing components & supplies             |
| 73000000    | Industrial production and manufacturing service |

On September 13, 2010, the Governor's Commission on Minority and Women's Business Enterprises approved the department's effort to streamline its recertification process. Instead of conducting an onsite visit to each company seeking recertification, the department now has the discretion to waive the visit after a thorough review of the company's file and recertification documents. We have approved your recertification and it is valid through **August 31, 2016**. Please note that IDOA continues to reserve the right to conduct a site visit or phone interview at any time to certified companies.

Although your certification is valid for a three-year period, you are required to submit an annual ***Affidavit of Continued Eligibility (ACE)*** form, located at [http://www.in.gov/idoa/files/ACE\\_Form.pdf](http://www.in.gov/idoa/files/ACE_Form.pdf). ***We do not send reminder letters, so it is your responsibility to timely submit the ACE form.*** Please remember you must notify us immediately if any changes occur. Failure to notify us of changes or to provide an ACE form annually will result in revocation of your certification. Changes include, but are not limited to, changes in location, contact information, ownership and control.

We encourage you to visit IDOA's procurement website, <http://www.in.gov/idoa/2463.htm>, and update your Business Registration Profile. It is important that you review and update your profile regularly, because state purchasing agents and prime contractors may use this information to contact you for business opportunities. For questions regarding your registration profile, you may contact our office at 317-232-3061.

**Please note that your Bidder Registration Number (BRN) also serves as your certification number.**

While this letter serves as notification of certification, it does not serve to prove continued eligibility. Please visit <http://www.in.gov/idoa/minority/Certifications.xls> to verify certification status. Please contact our office at (317) 232-3061 if you have any other questions.

Sincerely,



Luther Taylor, Jr., Deputy of Certification and Operation  
Indiana Department of Administration  
Minority and Women's Business Enterprises Division

LJT/VRS