



INDIANA DEPARTMENT OF TRANSPORTATION

Driving Indiana's Economic Growth

100 North Senate Avenue
Room N750
Indianapolis, Indiana 46204

PHONE: (317) 233-4664
FAX: (317) 233-0891

Mike Braun, Governor
Kent Abernathy, Commissioner

04/17/2025

Phone Pro, Inc.
11350 North Meridian Street, Suite 100
Carmel IN 46032

Dear Kristin McElya, Sales & Operations Coordinator,

Subject: Declaration of Eligibility

This letter confirms receipt of your annual Declaration of Eligibility (DOE) Affidavit and supporting documentation. The Indiana Department of Transportation's Equity Initiative Services (EIS), in compliance with 49 CFR Parts 23 and 26, is pleased to inform you that your firm's information has been reviewed and approved. Failure to apply for an amendment and increase in scope of work may result in forfeiture of DBE Credit at the time of letting. work may result in a forfeiture of DBE Credit at the time of letting.

Your firm's DBE/ACDBE Certification will remain valid for another year.

The DBE Directory, located at [INDOT: Doing Business with INDOT: DBE Directory](#), will continue to list your contact information and will include the NAICS codes, Jurisdiction of Eligibility (JOC) date and description of services performed. Please review your current entries.

To maintain your DBE status, you must notify INDOT immediately of any change in location or contract information, including an update email address. You must also inform INDOT in writing of any change in circumstances affecting your ability to meet size, disadvantage status, ownership or control requirements or any material change to the information provided in your application.

The information above must be received by INDOT within seven business days of the change. Failure to do so may result in revocation of your firm's certification. If you have any questions, please feel free to contact us at EISinquiry@indot.in.gov any time.

The Declaration of Eligibility (DOE) form is required each year in order to verify your business continues to meet the standards required in the DBE/ACDBE program. The DOE will be available 60 days before the due date. The DOE is due the last day of your certification month. Failure to complete will result in the suspension of your certification.

We suggest you note the DOE due date on your calendar.

Sincerely,

Derrick Casson
DBE Program Administrator, Equity Initiative Services
Indiana Department of Transportation
cc: file

NAICS/DBE Codes Assigned:

| DBE Code | DBE Description | NAICS Code | NAICS Description | DBE Speciality Code Description |
|-----------|--|------------|--|---|
| 0055.120P | Professional and Management Development Training | 611430 | Professional & Management Development Training | Customer Service (On-Site and eLearning), Sales, Leadership Development, Essentials Refreshers, Customer Service Essentials Train-the-Trainer Certification, Customer Service Advantage, Better Relationships through DISC, Leadership Academy, Compassion Fatigue, Emotional Intelligence, Generations in the Workplace, Field Customer Service Staff Essentials, Team Development, The Five Dysfunctions of a Team, Time, Change, Performance, and Conflict Management, Presentation Skills for Trainers, Certified training in First Time Manager, Building Trust, Self-Leadership, Situational Leadership (SLII?) |