

Business Engagement and Compliance

Douglas A. Ducey, Governor  
John S. Halikowski, Director

1801 W. Jefferson Street  
Suite 101, MD 154A  
Phoenix, AZ 85007

October 5, 2020

Jolene Dressel  
HQ Direct, LLC DBA HireQuest Direct  
535 Spence Lane  
Nashville, TN 37210

Dear Jolene Dressel:

Based on the information provided in your most current ADOT DBE Annual Update application and supporting documentation, your company's eligibility as a Disadvantaged Business Enterprise (DBE) has been reaffirmed under Title 49 CFR Part 26 with the Arizona Unified Certification Program (AZUCP). This certification provides reciprocity in the DBE program with the Arizona Department of Transportation, the City of Phoenix, and the City of Tucson in the below NAICS codes:

**NAICS 561311: EMPLOYMENT PLACEMENT AGENCIES**  
**NAICS 561320: TEMPORARY HELP SERVICES**

**AZ UCP 2078 Temporary Help and Placement Services**

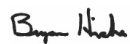
Each year you will be required to update your application with an affidavit and supporting documentation. We will notify you at least 30 days in advance of this requirement.

You must notify this office in writing within 30 days of any change in circumstances affecting your disadvantaged status, ownership, or control requirements, or any information provided in your annual update form. You must attach supporting documentation describing the nature of such changes. This notice must take the form of a sworn affidavit.

Failure to submit your annual update by **October 1st of next year** or report the changes in your company will be grounds for removal of DBE eligibility.

We look forward to working with you in carrying out the objectives of the program. If you have any questions, please call this office at 602-712-4070.

Sincerely,



Bryan Hicks  
DBE Certification Program Manager  
Business Engagement & Compliance Office  
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