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Michael D. Thomas, Ed.D.
Voice: (302) 857-4201
Fax: (302) 672-1715
Email: michael.thomas@capital.k12.de.us



CAPITAL
SCHOOL DISTRICT

198 Commerce Way
Dover, DE 19904

**Chief Financial Officer/
Business Manager**

Sean Sokolowski
Voice: (302) 857-4205
Fax: (302) 672-1714
Email: sean.sokolowski@capital.k12.de.us

December 6, 2013

Roy Voshell
B&B Educational Music Services, Inc.
3443 South Dupont Highway
PO Box 289
Camden, DE 19934

RE: Bid # 1403 – Musical Equipment

Dear Mr. Voshell:

This is to inform you that the Capital School District Board of Education has approved B&B Educational Music Services as the vendor to provide musical equipment for the above referenced Bid.

A Performance bond is not required for this project. **Attached are two contract forms for the successful bidder. Please Sign both copies, retain a copy for your records, and return an original copy to the Capital School District by Monday December 16, 2013.** The Capital School District will issue a purchase order when the contract has been returned. You should not proceed with any work until you have received the purchase order unless; the Capital School District has expedited a mutual understanding. Please contact Sharon Moran at 302-857-4223 at your earliest convenience to coordinate a delivery schedule. Thank you very much for your participation in the bid process. Please call me should you have any questions.

Sincerely,

Sean Sokolowski
Business Manager

Cc: Sharon Moran, Capital School District