



STATE OF DELAWARE
DEPARTMENT OF TRANSPORTATION
800 BAY ROAD
P.O. BOX 778
DOVER, DELAWARE 19903

SHAILEN P. BHATT
SECRETARY

VIA OVERNIGHT DELIVERY

Telephone (302) 760-2031
Facsimile (302) 739-2254

August 28, 2012

J & J Truck Equipment
422 Riggs Road
Somerset, Pennsylvania 15501

Ladies & Gentlemen:

Your firm is awarded Contract No. DOT1225-UTILITY_BODIES – Specification A, B, C – Utility Bodies, Statewide at the unit prices contained in your proposal of July 31, 2012, totaling as follows:

Specification A - \$ 66,930.00
Specification B - \$ 74,430.00
Specification C - \$174,285.00

Enclosed are four (4) copies of the documents which must be executed as indicated on the Contract Agreements. **Use of the enclosed Contract Agreements is mandatory. No substitutions are permitted.**

All enclosed documents must be returned to this office by September 17, 2012. Failure to return the documents by September 17, 2012 will result in the Department canceling this award and retaining the 10% Bid Bond as damages.

Fully executed copies of the Contract and a complete set of these documents will be sent to your firm and Surety. Do not proceed with work covered by this contract until receipt of Notice to Proceed or Purchase Order.

Your company is required to complete the on-line State Of Delaware Substitute Form W-9 by visiting the Division of Accounting's website: <http://accounting.delaware.gov>. It is the vendor's responsibility to act upon this instruction for submitting a new W-9 form, we will not be able to process payments if this is not completed and accepted by the Division of Accounting. You only need to do this one time to be entered into the state system. If you need assistance or have questions, please contact 302-734-6827 or fax your inquiry to 302-736-7909.

Very truly yours,

James H. Hoagland
Contract Services Administrator

JHH:as

Enclosure

cc: Ms. P. Lowe
Mr. L. J. Hardy
Materials & Research
Mr. G. Unkle

