



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

SHAILEN P. BHATT  
SECRETARY

July 23, 2014

Mr. Lee Haddaway  
Delaware Logos, L.L.C.  
1230 Parkway Avenue, Suite 100  
West Trenton, NJ 08628

Dear Mr. Haddaway:

Congratulations! On behalf of the Delaware Department of Transportation, I would like to thank you for your firm's participation as a candidate in the competition for providing consulting services for **Agreement No. 1714 – Logo Sign Program**.

Your firm will be given the opportunity to negotiate a contract with us for the above referenced Agreement. To begin the process, the following items are needed:

Certificate of General Liability Insurance evidencing regular Liability, Property Damage, Worker's Compensation, and Automobile insurance coverage from an insurance company authorized to do business in the State of Delaware. The minimum amounts of coverage for property damage and personal injury shall be \$1,000,000 combined single limit. The Department is to be named as a certificate holder.

Copy of your firm's Delaware Business License

Please send all requested items (with the exception of subconsultant agreements, as subconsultants may be added following execution of the agreement) no later **Wednesday, August 6, 2014** to the attention of Susan Robinson, at [susanh.robinson@state.de.us](mailto:susanh.robinson@state.de.us), or via US mail at the address listed above.

The staff at Delaware DOT is looking forward to working with your firm on this contract.

Sincerely,

~Signature on File~

Wendy B. Henry  
Consultant Control Coordinator  
DelDOT Contract Administration  
(302) 760-2531