



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

SHAILEN P. BHATT  
SECRETARY

May 31, 2012

Ms. Linda Gondringer  
3M Motor Vehicle Systems & Services  
3M Center  
St. Paul, MN 55144

Dear Ms. Gondringer:

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 **CSP Agreement #1598 – Motor Vehicle and License System (MVALS) Modernization Project**.

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 (liability, auto, workers comp)
- Certificate of Errors and Omissions Insurance (professional liability)
- Copy of your firm's Delaware Business License.

Please send these items to the attention of Susan Robinson, Contract Administration, as directed; via email at [susanh.robinson@state.de.us](mailto:susanh.robinson@state.de.us), or mail to the address listed above.

We look forward to successfully completing the negotiations phase in the very near future. A Department representative will be in touch with you to begin the negotiation process.

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