



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

SHAILEN P. BHATT  
SECRETARY

January 3, 2012

Mr. Albert Hughes  
A.R. Hughes & Company  
1201 East Hector Street  
Conshohocken, PA. 19428

Dear Mr. Hughes:

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 #1600 – Real Estate Appraisal - Patriots Landing**.

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

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.

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.

Sincerely,

~Signature on File~

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