



**STATE OF DELAWARE
DEPARTMENT OF LABOR
DIVISION OF EMPLOYMENT & TRAINING
4425 NORTH MARKET STREET
POST OFFICE BOX 9828
WILMINGTON, DE 19809-0828**

August 13, 2014

Delaware Skills Center
1300 Clifford Brown Walk
Wilmington, DE 19801

Eric Wells:

Congratulations on being awarded, as a result of your "Best and Final Offer", the Welding Career Lattice Training Adult contract for program year 2014. The entire program may be completed over a two year period. DE Skills Center has been awarded **\$140,888** for the first year (Year 1). The contract will be renewed for the second year contingent on satisfactory completion of the Year 1 goals and successful negotiation of the year two contract including budget and goals. Please see the attached Terms and Conditions of this award (Attachment A). All items specified in the Terms and Condition are contingent upon full agreement between DET and DE Skills Center.

In order to write the contract, I need the following documents:

1. Revised Target Question 4 (Attachment B)
2. Revised Target Question 6 for Year 1 and 2 (Attachment C)
3. Statement of Completion for Year 1 and for Year 2 (a brief statement in Microsoft Word of what a client will achieve after Year 1 and then Year 2 of the program)
4. Budget for Year 1 only (Attachment D)
5. Training Order (Attachment E)

Please send the requested items to Joel.Riley@state.de.us and cc me at Rachel.Turney@state.de.us no later than **Monday, August 25, 2014**. No expenditures will be authorized without a fully executed contract.

Please contact me at 302-761-8136 with any additional questions you may have.

Sincerely,

Rachel Turney



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DEPARTMENT OF LABOR
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4425 NORTH MARKET STREET
POST OFFICE BOX 9828
WILMINGTON, DE 19809-0828**

August 13, 2014

Delaware Technical Community College Stanton/Wilmington Campus
333 Shipley St
Wilmington, DE 19801

Cathren Hagan-Smith:

Congratulations on being awarded, as a result of your "Best and Final Offer", the Patient Care Technician Career Lattice Training Adult contract for program year 2014. The entire program may be completed over a two year period. DTCC has been awarded **\$109,112** for the first year (Year 1). The contract will be renewed for the second year contingent on satisfactory completion of the Year 1 goals and successful negotiation of the year two contract including budget and goals. Please see the attached Terms and Conditions of this award (Attachment A). All items specified in the Terms and Condition are contingent upon full agreement between DET and DTCC.

In order to write the contract, I need the following documents:

1. Revised Target Question 4 (Attachment B)
2. Revised Target Question 6 for Year 1 and 2 (Attachment C)
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4. Budget for Year 1 only (Attachment D)
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Please send the requested items to Joel.Riley@state.de.us and cc me at Rachel.Turney@state.de.us no later than **Monday, August 25, 2014**. No expenditures will be authorized without a fully executed contract.

Please contact me at 302-761-8136 with any additional questions you may have.

Sincerely,

Rachel Turney