



**STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET**

June 15, 2018

Mr. Raymond Morris, CEM, LEED Green Associate
Noresco
126 Quigley Boulevard
New Castle, DE 19720

RE OFFICE OF MANAGEMENT AND BUDGET
HVAC Testing and Balancing Services

Dear Mr. Morris:

The State of Delaware, Office of Management and Budget, conducted an interview with your firm on Tuesday, May 29, 2018, to select a consultant for the above-captioned project. As a result of this interview, we are pleased to inform you Noresco was selected to provide the necessary professional services.

Please review and sign the enclosed Agreement for Professional Services for submission to Michael J. Svaby, Director of Facilities Management, for review and approval. The document should be mailed to Mark A. DeVore, P.E., Chief of Engineering and Operations, Division of Facilities Management, 540 S. DuPont Highway, Suite 1, Dover, DE 19901.

We would like to expedite the completion of the necessary documents so that the contract negotiations may be concluded as quickly as possible. Meanwhile, should you have any questions, please feel free to contact our office at (302) 739-5644.

Sincerely,
Signature on File

Mark A. DeVore, P.E.
Chief of Engineering and Operations

MAD/nac
Enclosure

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