



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

November 13, 2015

Mr. Michael Wheedleton, AIA, LEED, GA
Davis, Bowen & Friedel, Inc.
23 North Walnut Street
Milford, DE 19963

RE: DEARNG CONTRACT NO. 16-002
DELAWARE ARMY NATIONAL GUARD
Georgetown Readiness Center – Major Capital Improvements
Architectural/Engineering Services

Dear Mr. Wheedleton:

The Delaware Army National Guard conducted interviews of professional firms on Tuesday, November 3, 2015, to select a consultant for the above-captioned project. As a result of these interviews, we are pleased to inform you that Davis, Bowen & Friedel, Inc. was selected to provide the necessary professional services.

Please prepare the Standard Form of Agreement Between Owner and Architect for Professional Services (AIA Document B101, 2007 Edition) for submission to Dennis M. Groom, 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. Please submit a copy of your Certificate of Insurance with the Agreement. Enclosed is a copy of our "Attachment A," which should also be included as part of the Agreement.

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 me at (302) 739-5644.

Sincerely,
Original on File

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

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Enclosure

cc: William R. Davis, Delaware Army National Guard