



STATE OF DELAWARE  
EXECUTIVE DEPARTMENT  
OFFICE OF MANAGEMENT AND BUDGET

October 4, 2012

Mr. Robert H. Hill, President  
Emory Hill & Company, Inc.  
10 Corporate Circle, Suite 100  
New Castle, DE 19720

RE: OMB/DFM CONTRACT NO. MC3701000017  
DEPARTMENT OF SERVICES FOR CHILDREN, YOUTH & THEIR FAMILIES  
New Multi-Purpose Facility  
Base Bid and Alt. Nos. 1, 2, 3, 4, 5 & 6  
Contract Award: Amount \$3,680,247.00

Dear Mr. Hill:

On behalf of the Department of Services for Children, Youth & Their Families of the State of Delaware, this letter will confirm our award of the Contract for the above-captioned project in the amount of three million six hundred eighty thousand two hundred forty seven dollars and no cents (\$3,680,247.00).

By copy of this letter, we are requesting the Architect prepare four (4) copies of the Standard Form of Agreement between Owner and Contractor, accordingly. Please sign and submit them along with a Performance Bond for 100% of the Contract amount, Labor and Material Payment Bonds and the Certificate of Insurance to Michael Alfree, Deputy Director, 1825 Faulkland Road, Wilmington, DE 19805. You are reminded that Delaware Code, Title 29, Chapter 6962(d)(8)c, requires these items be sent within 20 days after receipt of this letter.

The State will execute the Agreement and initiate a State of Delaware Purchase Order upon receipt of the above documents. Meanwhile, should you have any questions or require additional information, please contact Daniel Episcopo, Construction Project Manager, at (302) 255-9335.

Sincerely,

Dennis M. Groom  
Director

DMG/mas  
Enclosure

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cc: Michael Alfree, Deputy Director, Department of Services for Children, Youth and Their Families  
Daniel Episcopo, Construction Project Manager  
Maureen Q. Rozanski, NCIDQ, Buck Simpers Architect + Associates, Inc.



FACILITIES MANAGEMENT

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