STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET

November 13, 2015

Mr. William J. Lenihan, AIA
Tevebaugh Associates, Inc.
Two Mill Road, Suite 210
Wilmington, DE 19806

RE: OMB/DFM CONTRACT NO. MJ1002000016
OFFICE OF MANAGEMENT AND BUDGET
Kent and Sussex Family Courts – Expansion Feasibility and Concept Study
Architectural/Engineering Services

Dear Mr. Lenihan:

The State of Delaware, Office of Management and Budget, conducted interviews of professional firms on Thursday, November 12, 2015, to select a consultant for the above-captioned project. As a result of these interviews, we are pleased to inform you that Tevebaugh Associates, 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

FACILITIES MANAGEMENT
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