



STATE OF DELAWARE  
EXECUTIVE DEPARTMENT  
OFFICE OF MANAGEMENT AND BUDGET

October 7, 2014

Mr. Paul Farrell  
Farrell Roofing, Inc.  
201 West Lake Street  
Middletown, DE 19709

RE: OMB/DFM CONTRACT NO. MJ3512000007  
DEPARTMENT OF HEALTH AND SOCIAL SERVICES  
Shipley State Service Center – Roof Restoration and Repair  
Contract Award: Amount \$58,500.00

Dear Mr. Farrell:

On behalf of the Office of Management and Budget of the State of Delaware, we are pleased to inform you that Farrell Roofing, Inc. has been awarded the Contract for the above-captioned project in the amount of fifty eight thousand five hundred dollars and no cents (\$58,500.00).

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 the sum equal to 100% of the contract price. You are reminded that Delaware Code, Title 29, Chapter 6962(d)(8)c and (13)c, requires these items be sent within 20 days of notification of the contract award. The contract form **MUST** have the signature of a representative who has the legal capacity to enter your organization into a formal contract with the State of Delaware, Division of Facilities Management.

The following are required to be submitted along with the executed contract forms:

- Performance Bond
- Payment Bond
- Certificate of Insurance
- Subcontractors tax payer ID number or Delaware Business license (if not submitted with bid)

One copy of the fully executed contract will be returned for your records. Our office will execute the Agreement, issue the Contract Award Letter and initiate a State of Delaware Purchase Order upon receipt of the above documents. Should you have any questions or require additional information, please contact Terri S. McCall, Construction Project Manager, at (302) 739-5644.

Sincerely,  
*Original on File*

AISHA M. MCCULLOUGH  
Construction Project Administrator

AMM/mas                      \DFMDHSS\ROOFS\MJ3512000007\INT.DOC  
cc: Terri S. McCall, Construction Project Manager  
Blaine J. Chipola, Professional Roof Services