



Sussex Technical School District



March 13, 2018

Mr. Gregory D. Thompson
President
Conventional Builders, Inc.
846 School Street
P.O. Box 47
Houston, DE 19954

Re: Sussex Technical School District – Bid No. SUS-18-001-STHS-Bleacher
Replacement

Dear Mr. Thompson:

This letter will confirm the intent of the Sussex Technical School District to accept Conventional Builders, Inc. Company's bid for the above listed project; Sussex Technical School District Bid No. SUS-18-001-STHS-Bleacher Replacement

The district Board of Education formally approved the Base Bid (\$273,645.00) at its March 12, 2018 meeting.

By copy of this letter, we are requesting Fearn Clendaniel Architects Inc., our architect, to prepare three (3) copies of the Standard Forms of Agreement Between Contractor and Owner. Please sign and submit them along with a Performance Bond for 100% of the contract amount, Labor and Material Payment Bonds, Certificate of Insurance and remaining Drug affidavits for you subcontractors. 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 Sussex Technical School District will execute the agreement, issue the contract and initiate a Purchase Order upon receipt of the above documents. If you have any questions, please contact me at 302-856-0961.

We appreciate your interest and look forward to working with you.

Sincerely,

Signature on File

Hud Athey

Supervisor of Transportation
and Operations

17137 County Seat Highway P.O. Box 351 GEORGETOWN DE 19947 302-856-2541 FAX 302-856-7078 www.sussexvt.k12.de.us

The Sussex Technical School District does not discriminate on the basis of race, color, gender, religion, age, disability, national status, national origin, genetic information, or other legally protected categories in its programs and activities. The following person has been designated to handle inquiries regarding non-discrimination policies: Assistant Superintendent, P.O. Box 351, Georgetown, DE 19947, telephone 302-856-9509.