THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

301 Sparkman Drive

Huntsville, AL 35899

Date

Contractor

Address

Address

RE: Alabama Department of Transportation

Highway Letting – February 20, 2020

Dear Sir/Madam:

Your Company, an equal opportunity contractor, has prepared quotes on projects in subject letting, as enclosed, for your consideration. Our quotes do not include the cost of furnishing the required performance bonds, payment bonds and certificates of insurance. The quotes also include 5% Contractor’s Gross Receipts Tax.

Our company is certified by the Alabama Department of Transportation as a Disadvantaged Business Enterprise in accordance with 49 CFR Part 23 & 26 as published in the Federal Register. We have been assigned **Certification Number ##-#####**. We encourage you to use our DBE status to fulfill the DBE participation percentage as required of the projects in the current letting.

We greatly appreciate your consideration of these quotes. If you have any questions or need additional information regarding theses quotes, please let us know.

Sincerely,

Owner, Title

(555) 555-5555

email@email.com

Enclosure

YOUR COMPANY NAME

Address

Address

Date

Contractor

Address

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