

April 18, 2013

Ms. Barbara Gower
Pennsylvania Department of Transportation
Engineering and Computing Management Division
Bureau of Design, P.O. Box 3662
Harrisburg, PA 17105-3662

RE: **Existing ECMS Business Partner Requesting SBE Applicant Role**
Registered as ECMS Business Partner Type
Business Partner ID: 000000
FID: XX-XXXXXXX

Dear Ms. Gower:

Existing ECMS Business Partner company name is requesting that the Firm's business partner relationship type be modified to include the Small Business Enterprise (SBE) Applicant role in addition to the Firm's current listing as a ECMS Business Partner Type in ECMS.

Please contact _____ at _____ with any questions regarding this matter.

Very Truly Yours,

President or
Owner or
Partner