



Diana West  
Director of Business Affairs  
1200 Main St.  
Pepper City, IL 62433  
(217) 555-0609  
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Marla Lambert  
Boman Research Park Group  
100 Industry Lane  
Valentine, IL 62439

Dear Marla,

We thought you'd never ask. That's why we're submitting our Statement of Qualifications for your consideration without an invitation. Please pardon our manners, but we couldn't risk being overlooked when you select a consultant to perform an environmental analysis of the 240-acre **Boman Research Park**, a project we believe in.

The packet you'll receive contains a staggering list of credentials and a summary of our management experience, modus operandi, and corporate policy. When you pore over the material we're providing, please pay particularly close attention to our team effectiveness. We're proud of the way our highly credited and accomplished individual specialists have combined their experience to produce formidable results. This same group was responsible for speedily and efficiently resolving the environmental glitches in these projects:

- ! Columbian rain forest botanical center construction
- ! Blue Terrace airport expansion
- ! Imperial Forest lodge, camping sites, and shopping facility development
- ! Mesa Roja depot to shopping and business district conversion

Our team is highly skilled, especially in determining the necessity of an environmental impact study and averting costs in minimizing the study's duration in what often becomes a lengthy process.

We've referenced several of our projects to make it convenient for you to acquire what we deem satisfactory reports from former clients. With their help, we've been twice awarded the Gold Medallion in Customer Appreciation from the GGIS.

We eagerly await your response.

Diana West