

June 10, 2022



Carla Robertson, President
Robco, INC
PO Box 1570
Grants Pass, OR 97528

**RE: NOTICE TO PROCEED – DOLLAR MOUNTAIN TRAILHEAD PARKING AREA;
PROJECT NO. LB6370**

Dear Robco Inc:

It appears that all items from the Notice of Award are now in order. The Pre-Construction Meeting was held on June 9, 2022. As per our discussion during the pre-construction meeting, we will be expecting construction to begin June 20, 2022. This letter constitutes the Notice to Proceed with the construction work on said project. This Notice to Proceed is effective as of June 20, 2022. As stated in the contract documents, Robco, Inc. has 45 calendar days to complete this project. This makes the final completion date August 4, 2022.

We understand that Byron Robertson and Richard Clark will act as the on-site superintendents for all work and that they will be accepting and signing field change orders and have the authority to sign and accept partial payments and the final payment under the contract. If this is not so, please advise of any changes.

Progress payments will be one (1) per month as stated in the contract documents. Only one (1) check will be processed per month and the Final Payment will not be made until all work is completed and accepted by the City.

We look forward to the start of this project.

Sincerely,

Megan Smith
Engineering Department Support Technician

cc: File: LB6370