



City and Borough of Juneau  
Engineering Department  
155 South Seward Street  
Juneau, Alaska 99801  
Telephone: 586-0800, Email: Contracts@juneau.gov

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August 2, 2023

RE: **PROFESSIONAL SERVICES CONTRACT DESIGN SERVICES for  
DOGWOOD LANE, MENDENHALL BOULEVARD to COLUMBIA BOULEVARD –  
UTILITIES and SURFACING  
RFP E24-038**

Toby Lockhart, PE  
Homeshore Engineering, LLC  
6035 Sunset Street  
Juneau, AK 99801

**NOTICE TO PROCEED**

Dear Mr. Lockhart:

Enclosed is the executed contract for the above referenced project agreement.

100% Bid-ready drawings, specifications and construction estimate shall be submitted by September 29, 2023.

**This project agreement expires on December 31, 2023, unless an amendment changing this date is fully executed prior to December 31, 2023.**

Please coordinate your activities for this project with Jason Hoffbauer, of the Engineering Department, at 907.586.0800 extension 4191.

Purchase Order number PO 115991 has been issued in the amount of \$20,000.00 for this project. Please reference this Purchase Order number and project name on all invoices.

Sincerely,

 On behalf of

Greg Smith  
Contract Administrator

Enclosure

c: Jason Hoffbauer, CBJ Engineering  
CBJ Purchasing