



City and Borough of Juneau
Engineering Department
155 South Seward Street
Juneau, Alaska 99801
Telephone: 586-0800, FAX: 586-4530

June 17, 2022

RE: Design and Construction Administration for the
Capital Civic Center
Contract No. RFP E22-296

Sean Boily, AIA
Principal in Charge
Northwind Architects LLC
126 Seward St.
Juneau, Alaska 99801

NOTICE TO PROCEED

Dear Mr. Boily:

Enclosed is one executed contract for the above referenced project. You may now proceed with the services outlined in the contract.

This contract expires on June 30, 2023, unless an amendment changing this date is fully executed prior to June 30, 2023.

Please coordinate your activities for this project with Jeanne Rynne, City Architect of the Engineering Department at 586-0800 extension 4186.

Purchase Order number PO 114763 has been issued in the amount of \$49,996.00 for this project. Please reference this PO number, project manager name, project name, and contract number on all invoices.

Sincerely,

Caleb Comas
Contract Administrator

Enclosure

c: Jeanne Rynne, CBJ Engineering
CBJ Purchasing