



City and Borough of Juneau  
Engineering Department  
155 South Seward Street  
Juneau, Alaska 99801  
Telephone: 586-0873, FAX: 586-4530

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September 14, 2012

RE: Planning Services for OHRV Park at 35 Mile Glacier Highway  
Contract No. RFP E13-018

Nathan Leigh, P.E.  
USKH, Inc.  
3017 Clinton Dr., Ste. 201  
Juneau, AK 99801-7110

**NOTICE TO PROCEED**

Dear Mr. Leigh:

Enclosed is one executed contract for the above referenced project with the City and Borough of Juneau. Authorization to proceed with professional services is hereby given.


The completion date for this project is October 30, 2012.

**This contract expires on December 31, 2013, unless an amendment changing this date is fully executed prior to December 31, 2013.**

Please coordinate your activities for this project with Alan Steffert, P.E. of the Engineering Department at 586-0481.

Purchase Order number PO 102755 has been issued in the amount of \$23,285.00 for this project. Please reference this number on all invoices.

Sincerely,

  
Jennifer Mannix  
Contract Administrator

Enclosure

c: Alan Steffert, P.E., CBJ Engineering  
CBJ Purchasing