City & Borough of Juneau
Alaska's Capital City

City and Borough of Juneau
Engineering Department
155 South Seward Street
Juneau, Alaska 99801
Telephone: 586-0490 FAX: 586-4530

November 8, 2012

EMAILED (ORIGINAL MAILED)

RE: SAGA Roadway Surfacing
RFQ No. E13-159

Terry Miller
Miller Construction Co., Ltd.
PO Box 32638
Juneau, AK 99803-2638

NOTICE OF AWARD/NOTICE TO PROCEED

Dear Mr. Miller:

This letter shall serve as formalization for award and authorization to proceed with the project listed above.

There are no subcontractors on this project.

You will have until December 15, 2012, to complete this project. Please coordinate your construction activities with John Nelson at 586-0896.

The Purchase Order number for this project is PO 102994, for the bid amount of $7,600.00. Please reference this PO number and project name on all invoices.

Sincerely,

Jennifer Mannix
Contract Administrator

C: John Nelson, CBJ Project Manager
CBJ Purchasing

Enclosures:
Employment Security Tax Clearance (for the Contractor and each Subcontractor)
Compliance Certificate and Release Form

Employment Security Tax Clearance

Date:___________________________________

To: Alaska Department of Labor
Juneau Field Tax Office
907-465-2787
FAX 907-465-2374

From: __________________________________

Subject: SAGA Roadway Surfacing
CBJ Contract No. RFQ No. E13-159

Timeframe of Contract ______________________

Please advise whether or not clearance is granted for the following CONTRACTOR or Subcontractor:

____________________________ __________________________________
Name Address

Per AS 23.20.265 of the Alaska Employment Security Act, this request is for tax liability clearance and release to make final payment for WORK performed under the subject contract. Please send your response to:

Jennifer Mannix
Engineering Department
155 S. Seward Street
Juneau, Alaska 99801
FAX 907-586-4530

( ) Tax Clearance is granted.
( ) Tax Clearance is NOT granted.

Remarks: ____

____________________________ __________________________________
Signature Date

____
Title

COMPLIANCE CERTIFICATE AND RELEASE FORM

PROJECT: SAGA Roadway Surfacing
CONTRACT NO: RFQ E13-159

The CONTRACTOR must complete and submit this to the Contract Administrator with respect to the entire contract. Completed forms may be submitted upon completion of the Project. All requirements and submittals must be met before final payment will be made to the CONTRACTOR.

I certify that the following and any referenced attachments are true:

- All WORK has been performed, materials supplied, and requirements met in accordance with the applicable Drawings, Specifications, and Contract Documents.
- All Suppliers and Subcontractors have been paid in full with no claims for labor, materials or other services outstanding. If all Subcontractors and suppliers are not paid in full, please explain on a separate sheet.
- All employees have been paid not less that the current prevailing wage rates set by the State of Alaska (or U.S. Department of Labor, as applicable).
- All equal employment opportunity, certified payroll and other reports have been filed in accordance with the prime contract.
- The attached list of Subcontractors is complete (required from CONTRACTOR). The Contract Administrator was advised and approved of all Subcontractors before WORK was performed and has approved any substitutions of Subcontractors.
- All DBE firms listed as a precondition of the prime contract award must have performed a commercially useful function in order for the WORK to count to a DBE goal. All DBE firms performed the WORK stated and have received at least the amount claimed for credit in the Contract Documents.
- All DBE Subcontractors must attach a signed statement of the payment amount received; the nature of WORK performed, whether any balance is outstanding, and indicate that no rebates are involved.
- If the amount paid is less than the amount originally claimed for DBE credit, the CONTRACTOR has attached approval from the Contract Administrator for underutilization.

I understand it is unlawful to misrepresent information in order to receive a payment which would otherwise be withheld if these conditions were not met. I am an authorized agent of this firm and sign this freely and voluntarily. The foregoing statements are true and apply to the following project contractor.

______________________________ Capacity: CONTRACTOR
Firm Name

______________________ ______________________ __________
Signed Printed Name and Title Date

Return completed form to: Jennifer Mannix, Contract Administrator, City and Borough of Juneau, 155 South Seward Street, Juneau, AK 99801. Call (907) 586-0873 if we can be of further assistance or if you have any questions.