



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

April 3, 2014

**EMAILED (ORIGINAL MAILED)**

RE: Salmon Creek Water By-Pass  
RFQ No. E14-245

Jeremiah Engen  
Arete Construction Corp.  
PO Box 35018  
Juneau, AK 99803

**NOTICE OF AWARD/NOTICE TO PROCEED**

Dear Mr. Engen:

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

You will have until May 30, 2014, to complete this contract. Please comply to the schedule within the contract. Please coordinate your construction activities with Alan Steffert, P.E. at 586-0481.

The Purchase Order number for this project is PO 104937, for the bid amount of \$41,350. Please reference this PO number and project name and number on all invoices.

Sincerely,

Greg Smith  
Contract Administrator

C: Alan Steffert, P.E., CBJ Project Manager  
CBJ Purchasing  
State Department of Labor, Wage and Hour Division - Bid Opening Date: 3/28/14

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: Salmon Creek Water By-Pass  
CBJ Contract No. RFQ No. E14-245**

Timeframe of Contract \_\_\_\_\_

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

\_\_\_\_\_  
Name of firm

\_\_\_\_\_  
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:

Greg Smith  
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: Salmon Creek Water By-Pass**  
**CONTRACT NO: RFQ E14-245**

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 than 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.*

\_\_\_\_\_  
Firm Name Capacity: CONTRACTOR

\_\_\_\_\_  
Signed Printed Name and Title Date

Return completed form to: Greg Smith, 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.