



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

---

February 12, 2016

RE: Planning, Design, and Construction Administration of Geothermal Loop Field for Snow  
Removal Equipment Facilities  
Contract No. RFP E16-154.1

Brian Meissner  
ECI/Hyer dba ECI  
101 West Benson, Suite 306  
Anchorage, AK 99503

**NOTICE TO PROCEED - EMAILED**

Dear Mr. Meissner:

Attached is one executed contract for the above referenced project. You may proceed with the services. Tasks 1, 2, and 3 shall be completed by June 1, 2016. The completion time for Task 4 services will be established during fee negotiation for such services. Task 5 services shall be performed throughout the contract period.

**This contract expires on December 31, 2017, unless an amendment changing this date is fully executed prior to December 31, 2017.**

Please coordinate your activities for this project with Catherine Fritz, Airport Architect at 586-0452.

Purchase Order number PO 107569 issued in the amount of \$37,469 is attached. Please reference this PO number, project name, contract number and project manager on all invoices.

Sincerely,

Greg Smith  
Contract Administrator

Attachment

c: Catherine Fritz, Airport Architect  
CBJ Purchasing