



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

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July 7, 2016

RE: Contract Administration and Inspection Services for McGinnis Subdivision Paving  
Contract No. RFP E16-235

Jeff Wilson, P.E.  
Wilson Engineering, Inc.  
175 S. Franklin St., Suite 300  
Juneau, AK 99801

**NOTICE TO PROCEED - Emailed**

Dear Mr. Wilson:

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

The completion date for this work is October 15, 2016.

**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 Lori Sowa of the Engineering Department at 586-0875.

Purchase Order number PO 107940 is issued in the amount of \$80,710 for this work. Please reference this PO number, project name, CBJ project manager name, and contract number on all invoices.

Sincerely,

Greg Smith  
Contract Administrator

Enclosure

c: Lori Sowa, CBJ Engineering  
CBJ Purchasing