



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

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December 20, 2017

RE: Design Services for Project Playground Rebuild  
Contract No. RFP E18-124

Peter Briggs, ASLA  
Corvus Design  
119 Seward St., Ste. 15  
Juneau, AK 99801

**NOTICE TO PROCEED**

Dear Mr. Briggs:

Enclosed is a copy of the executed contract for the above referenced project. You may now proceed with the services outlined in the contract.

The completion schedule for this work is outlined in the contract on page 12. All work shall be completed by October 1, 2018.

**This contract expires on December 31, 2018, unless an amendment changing this date is fully executed prior to December 31, 2018.**

Please coordinate your activities for this project with Lisa EaganLagerquist of the Engineering Department at 586-0893.

Purchase Order number PO 110058 has been issued in the amount of \$108,448.65 for this project. Please reference this PO number, project name and contract number on all invoices.

Sincerely,

  
For Greg Smith  
Contract Administrator

Enclosure

c: Lisa EaganLagerquist, CBJ Engineering  
CBJ Purchasing