

Subject: Project No. _____

Notice to Proceed

In accordance with the Department of Transportation Standard Specifications for Roads, Bridges, and Incidental Construction, Form 816, you are ordered to start work on this contract on _____. In no case, however, shall you begin work prior to the date stipulated in this letter. The Municipality Office must be notified 48 hours previous to the starting of work on this project.

Since time is the essence of effective prosecution of this project, it is essential that you become familiar with Article 1.08.07, which explains the method for the determination of contract time; Article 1.08.08, which explains the method for the extension of time; Article 1.08.09, which deals with the failure to complete work on time; Article 1.08.10, which deals with the annulment of contract; Article 1.08.13, which deals with the completion of construction work and termination of the Contractor's responsibility; Article 1.08.14, which explains when the contract is accepted.

It is necessary that you note, particularly, all of the paragraphs in Articles 1.08.06 and 1.08.08, since these articles set forth the conditions under which temporary suspensions of work may be allowed; they define the justifiable causes for the extensions of time, and they describe the method by which the Contractor can appeal for an extension of contract time for acts or causes beyond his control. It is of the utmost importance for you to conform to the requirements of our Standard Specifications for Roads, Bridges, and Incidental Construction, Form 816.

Very truly yours,

Municipal Official

cc: Insurance Company

Bonding Company

MSAT Team Leader