

REQUEST FOR PROPOSALS (RFP) NO. P-24-07
Legal Services

ATTACHMENT P

NOTICE TO PROCEED

Contractor:

Owner:

Alexandria Redevelopment & Housing Authority

Project: RFP No. P-24-07

Project Name: **Legal Services**

Location: PHA -Wide

Dear:

Pursuant to the terms of your Contract dated _____ 2018 for the **Legal Services**. You are hereby notified to commence work hereunder at start of business on _____. The Time of Completion set forth in the contract documents is 270 calendar days, including the starting date, which establishes _____ as the completion date.

Please note carefully and fulfill the requirements of the General Conditions of the Contract for Non-Construction relative to the submittal and approval of Workmen's Compensation, Automobile Liability and Commercial General Liability.

You are informed that Roy Priest has been appointed Contracting Officer and is duly authorized to administer your contract for, and in the name of, the Alexandria Redevelopment & Housing Authority.

Under separate cover, there is being forwarded to you one executed set of Contract Documents, consisting of the Form of Contract, the General Conditions of the Contract for Non-Construction, the RFP, and your response to the RFP.

Please acknowledge receipt of this Notice to Proceed by signing and dating and return all copies promptly to this office.

We are looking forward to working with you.

Very truly yours,

Enclosure

(Signature)

By Rickie Maddox
Interim Chief Executive Officer

Accepted

By _____

Title _____

Date _____