

May 18, 2018

Jason Stranberg, President
Adroit Construction Co., Inc.
PO Box 609
Ashland, OR 97520



**RE: BID AWARD – RIVERSIDE PARK PAVILION AND SPRAY PARK;
PROJECT NO. LB6316/LB6342**

Dear Mr. Stranberg:

The contract for the above referenced project has been awarded to your company in the amount of \$699,564.25. This amount reflects the same amount as bid by your company on April 26, 2018.

A Preconstruction Conference will need to be scheduled prior to the start of construction. The on-site superintendent is required to attend the pre-construction conference. In addition, the following items must be completed before we will issue the "Notice To Proceed" as stated in the Contract Documents:

1. A Performance and Payment Bond or other approved security by the City covering the full amount of the Contract.
2. One (1) Copy of the Contract for Construction fully executed by your company (Enclosed).
3. Evidence of Liability coverage, Worker's Compensation and other insurance in accordance with the Contract Documents to include a binder by the insurance company to require notification of cancellation not less than 30 days prior to termination.
4. Letter designating the superintendent on-site and in charge of construction; also designating person(s) authorized to sign and accept field change orders, partial payments, and the final payment.
5. List of all Subcontractors to be used.
6. Contractor and Subcontractors must be prequalified with the City, have a current City Business License and a current Oregon State Commercial Contractors License. Contractors and Subcontractors must file a public works bond with the Contractor's Construction Board prior to construction.
7. A Traffic Control Plan must be submitted a minimum of five days prior to the preconstruction meeting detailing the measures you will be taking and any requests for street closures.
8. Material and Supplier Submittals.

If you have any questions, please call me at (541) 450-6063.

Sincerely,

Nancy Murry
Engineering Technician

CC: CF, Engineering, Project File