

#### NOTICE TO PROCEED

*(for Master Enabling Agreement)*

March 9, 2018

Ms. {insert first & last name, title}

Contractor

Address

City, ST Zip

Notice to Proceed

Task Order-Construction Agreement—

Master Enabling Agreement, Contract No. {insert #}

Maximum Contract Amount: {insert amt, NTE $30,000,000}

Campus Name

Dear Ms. {insert last name}:

In accordance with the provisions of the contract documents, the term of the subject master enabling agreement is three years, or **1,097** consecutive calendar days, and you are hereby notified that this agreement will begin on {insert date of OGC signature on MEA} and will end on the date of the completion for the last project to finish under this agreement.

The Trustees will identify start and completion dates for each individual project task order and construction agreement issued pursuant to this agreement in the Notice to Proceed documents issued for each said task order and construction agreement.

The Contractor agrees to fully complete the Work authorized under each individual task order and each construction agreement, in first class working order and ready for acceptance by the Trustees, on or before the date as agreed upon and specified in each project Notice to Proceed documents. The Contractor will pay to the Trustees the sum of money stipulated per day in the individual project construction agreement for each day completion is delayed beyond the time prescribed, in accordance with the liquidated damages provisions in the contract general conditions.

Sincerely,

Name

Construction Administrator

Department

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*Construction Mgmt.*

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 *702.16.to-ca mea • 7/15*