

NOTICE TO PROCEED WITH CONSTRUCTION SAMPLE

Explanation of Form

After all Pre-construction Conference issues are resolved and the General Contractor submits all required bonds and insurance certifications, the construction contract may be executed. Following that, the *Notice to Proceed with Construction* should be given to the Contractor.

✱ A copy of the Notice to Proceed with Construction must be scanned in its entirety and as a single document and uploaded into “Reports and Communication” in CAMS as a contract document and mailed **A copy must also be mailed to your DHCD Community Development Specialist.**

NOTICE TO PROCEED WITH CONSTRUCTION

(Date)

TO: _____
(Successful Low Bidder)

ADDRESS: _____

PROJECT NAME: _____

CONTRACT FOR: _____

You are hereby notified to commence work in accordance with the Contract Documents dated *(insert date)* on or before *(insert date)* and you are to complete the work within _____ consecutive calendar days thereafter. The date of substantial completion of all work is therefore *(insert date)* and the date of final completion of construction is *(insert date)*.

A notice of Start of Construction and all required pre-construction documents must be submitted to the Public Body no later than one (1) day prior to commencement of work.

(Owner)

(Signature of Authorized Official)

(Type Title)

(Contractor)

(Signature of Authorized Official)

(Type Title)

cc: Engineer
DHCD Community Development Specialist