STATE OF COLORADO

OFFICE OF THE STATE ARCHITECT

STATE BUILDINGS PROGRAM

NOTICE TO PROCEED

(DESIGN/BID/BUILD AGREEMENT)

Date of Notice:

Institution or Agency:

Project No./Project Name:

Description of Work:

**NOTE: Agency to include drafted Building Inspection Record and State Labor Poster with this Notice.**

TO: [Legal name and Address of Contractor]

This is to advise you that your Performance Bond, Labor and Material Payment Bond, Insurance Policy and Certificates of Insurance have been received. Our issuance of this Notice does not relieve you of responsibility to assure that the bond and insurance requirements of the Contract Documents are met for the duration of the Agreement.

You are hereby authorized and directed to proceed within ten (10) days from date of this Authorization as required in the Agreement. Any liquidated damages for failure to achieve Substantial Completion by the date agreed that may be applicable to this contract will be calculated using the date of this Notice for the date of the commencement of the Design Phase of Work.

The completion date of the project is      .

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State Buildings Program Date Principal Representative Date

Print Name & Title (Name of Agency/IHE)

When completely executed, this form is to be sent to the Contractor by the Principal Representative.