**NOTICE OF AWARD**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contractor Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

RE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:

Thank you for submitting a Bid for the **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

Your firm submitted the most qualified and responsible Bid and you have been selected as the successful Contractor. Accordingly, this is your Notice of Award for the **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

Enclosed please find an original and duplicate original Construction Contract. Please review and sign both, then, within fifteen days from the date of this letter, return both to me along with your certification of insurance, payment and performance bond, each in the full amount of the contract price, and appropriate powers of attorney. When dating the above documents*,* please make sure that all dates, on all documents, are the same and that the insurance policy reflects the requirements of the Construction Contract. Please return all of the documents at the same time, in the same envelope. Failure to provide an executed contract, certification of insurance, and payment and performance bonds within the deadline above shall result in forfeiture of the bid bond.

Upon receipt of the signed contract, the County will execute both and return one fully executed original to you.

Should you have any questions, please call me at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Manager Signature Date