



**Notice to Proceed**

Ms. Ann Sullivan, President  
Metro Equipment Corp.  
20 Rex Drive  
Braintree, MA 02184

**RE: Notice to Proceed with: Stoneham Spray Deck and Site Improvements, Stoneham, MA, Contract P18-3189-C4A**

Dear Ms. Sullivan:

This Notice to Proceed is provided by the Massachusetts Department of Conservation and Recreation ("Department") as formal authorization to proceed with the above-referenced contract ("Contract"). The work will include all work as described in the Contract documents. This Notice to Proceed is effective as of the date signed below and is provided on a not-to-exceed basis, utilizing the Contract cost of \$478,000, for the base bid only. The add alternate was not awarded as part of this contract. All work is to be completed within 180 calendar days from the date of this Notice to Proceed as specified and no additional work shall be undertaken without written approval prior to commencement.

Department oversight will be provided by Cathleen Paine the Regional Engineer. All official project correspondence, invoices, and Requests for Information must be submitted to the Regional Engineer, 4 Woodland Road Stoneham, MA 02180. Phone Number: 857-294-0050 and Fax number: 617-727-6450.

Sincerely,

Norman J. Orrall, PE  
Chief, Division of Planning & Engineering

10/26/2017  
Authorization Date

4/23/2018  
Expiration Date

cc: Contract Administrator  
Raul Silva, Deputy Chief Engineer  
Ruth Teixeira, Director of Parks Improvements  
Cathleen Paine Regional Engineer

COMMONWEALTH OF MASSACHUSETTS · EXECUTIVE OFFICE OF ENERGY & ENVIRONMENTAL AFFAIRS

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