

MINNEAPOLIS PUBLIC HOUSING AUTHORITY
SAMPLE NOTICE TO PROCEED

1. Date of Issue: TBA	2. MPHA Project # Q19009	3. MPHA Contract No. 19.xxx
4. Pursuant to the terms of your contract dated: TBA		
5. Contractor:	6. For: Underground Fuel Tank Removal	
	7. Project Addresses: 311 University Ave NE & 2728 Franklin Ave	
	8. Contractors Start Date: TBA	
9. Contract Completion on or Before: TBA	10. Time for Contract Completion: TBA	
11. MPHA Contract Administrator: Roderic Bolen Telephone Number: 612-342-1233		
12. The Contract Administrator is duly authorized to administer your contract for, and in the name of, the Minneapolis Public Housing Authority in and for the City of Minneapolis (MPHA).		
13. Enclosed is your executed copy of the Contract. If additional information is needed, notify the Contract Administrator.		
<p>14. Acknowledge receipt of this Notice to Proceed by signing and dating below. Return the duplicate originals promptly to:</p> <p>MINNEAPOLIS PUBLIC HOUSING AUTHORITY ATTN: Contracting Officer Procurement Department 1001 Washington Avenue North Minneapolis, MN 55401</p>	<p>15. NOTICE TO CONTRACTOR</p> <p>Contractor shall, on a weekly basis, submits WEEKLY Payroll utilizing LCP Tracker. MPHA will not make any payment under this Contract unless and until it has received certification from the Contractor that such Contractor and each of its subcontractors have made payment to each class of employees in compliance with the provisions of the General Conditions, Labor Standards, HUD Form 5370-EZ, as applicable.</p>	
<p>16. Accepted by authorized person</p> <hr style="border: 0.5px solid black; margin-bottom: 5px;"/> <p style="text-align: center;">(Signature)</p> <hr style="border: 0.5px solid black; margin-bottom: 5px;"/> <p style="text-align: center;">(Title)</p> <hr style="border: 0.5px solid black; margin-bottom: 5px;"/> <p style="text-align: center;">(Name of Firm)</p> <hr style="border: 0.5px solid black; margin-bottom: 5px;"/> <p style="text-align: center;">(Date)</p>	<p>17. Minneapolis Public Housing Authority</p> <p style="text-align: center;">By CONTRACTING OFFICER</p> <p style="text-align: center;">Date</p>	