



TEXAS
JUVENILE JUSTICE
DEPARTMENT

September 21, 2021

Mr. JD Harkins
[REDACTED]

Re: **NOTICE TO PROCEED**
Contract Number CON0001333
Chiller, Boiler and HVAC Replacement at Giddings State School

Dear Mr. Rodriguez:

TJJD has received your signed Notice of Award and we need to obtain your completed Exhibit I, Payment Bond, and Exhibit J, Performance Bond and insurance certifications. You are hereby issued this Notice to Proceed contingent on obtaining your insurance and bonds. The performance of the contract cannot start until we receive these items. The subject Contract Number has been assigned to this project and should be referenced in all correspondence and documents generated during performance of the Contract. The Contract performance period (contract time) is 120 calendar days for project currently identified; therefore, the initial term of the contract will be for four months.

As the awarded contractor it is your responsibility to comply with the requirements of the HUB Subcontracting Plan that accompanied your response. This includes the following:

- The respondent must submit monthly compliance reports (Prime Contractor Progress Assessment Report – PAR) to the contracting agency, verifying its compliance with the HSP, including the use of and expenditures made to its subcontractors (HUBs and Non-HUBs). (The PAR is available at
- <https://comptroller.texas.gov/purchasing/vendor/hub/forms.php>
- The respondent must seek approval from the contracting agency prior to making any modifications to its HSP, including the hiring of additional or different subcontractors and the termination of a subcontractor the respondent identified in its HSP. If the HSP is modified without the contracting agency's prior approval, respondent may be subject to any and all enforcement remedies available under the contract or otherwise available by law, up to and including, debarment from all state contracting.

Please acknowledge receipt of this notice in the space provided below, retain a copy for your records, and email a copy to me at william.walk@tjjd.texas.gov. If you have questions, please call me at (512) 490-7265.

Sincerely,
[REDACTED]

William Walk, CTCM
Senior Contract Specialist

Received by: [REDACTED]

Date: 9-22-21