



222 cloister court
chapel hill, nc 27514
919.401.8586
www.cra-ae.com

NOTICE OF AWARD

October 26, 2022

Mr. Daniel Hall, Vice President
Hamlett Associates, Inc.
3704 Security Mills Road
Climax, NC 27233

Re: Contract Documents - Town of Apex Public Works Operations Building, Phase 1 Renovations

Dear Mr. Hall:

The Apex Town Council awarded the above Contract to your company on October 25, 2022, based on your bid submitted on September 29, 2022, in the amount of one million sixty-two thousand five hundred ninety-six dollars (\$1,062,596.00).

Enclosed are four (4) copies of the Notice of Award, Agreement, Payment Bond, and Performance Bond for execution (a fifth set is included for your records and use during construction). Please execute the Notice of Award and Agreement and obtain the Performance and Payment Bonds as soon as possible. The date of the Performance and Payment Bonds shall be the same as the date of the Agreement. Please note that the Agreement date has been set as November 15, 2022. The 4 sets of executed Contract Documents must be returned to our office within 10 calendar days of receipt of this notice.

Please submit the Certificates of Insurance required by the Contract Documents for insurance to be purchased and maintained by the Contractor. Provide documentation that the issuing company will inform the certificate holder, in accordance with the Contract Provisions, regarding any cancellation of policies before the expiration date. Additionally, the Town of Apex and CRA Associates, Inc. shall be included as an additional insured as required the Contract Documents.

Upon receipt, these documents will be forwarded to the Owner for execution. Upon execution of the documents by the Owner, one set of complete Contract Documents will be sent to your office for your files.

Should you have any questions or need additional information, please let us know.

Sincerely,

A handwritten signature in black ink that reads "David M. Taylor". The signature is written in a cursive style with a long horizontal stroke at the end.

David M. Taylor, AIA, LEEDAP
Partner, CRA Associates, Inc.

Enclosures: As stated.

cc: Mr. Daniel Edwards, Town of Apex (w/o enclosures)