



DEPARTMENT OF PLANS & PUBLIC WORKS

January 23, 2018

Stanley Semmel, Owner  
Solex DBA Applied Solar Energy  
319 Forest Avenue  
Pacific Grove, CA 93950

**Subject: Notice-to-Proceed for Monterey Conference Center Solar PV Project (30c1453)**

Dear Mr. Semmel,

This is your "Notice-to-Proceed" to perform all of the work and furnish all labor, materials, equipment and transportation necessary for the Monterey Conference Center Solar PV Project (30c1453) in an amount not to exceed Two Hundred Two Thousand Four Hundred Eighty Four Dollars (\$202,484.00).

The effective date of this Notice to Proceed is today, January 23, 2018. As stated in the Public Works Contract (Ag-7016), the work shall commence within fourteen (14) calendar days from the effective date of this Notice to Proceed, and shall be completed on or before the expiration of eighty-six (86) consecutive working days.

The City Purchase Order will be sent to you once we receive it from our Accounting staff. Please include the Purchase Order number on all invoices to the City for this project. Please continue to coordinate all work with Andreas Baer, PE, Associate Mechanical Engineer, at (831) 242-8777.

Sincerely,

Steve Wittry, P.E.  
Interim Public Works Director

SW/mb

Enclosures: Ag-7016

e: Andreas Baer, P.E., Associate Mechanical Engineer  
Clementine Bonner Klein, CMC, Senior Assistant City Clerk  
Scott Connolly, Accounting Specialist  
File