



May 24, 2024

Shane McCarthy  
 Basset Engineering  
 2330 Castro Street  
 San Francisco, CA 94131

RE: NOTICE TO PROCEED  
 San Francisco Public Utilities Commission Contract WD-2895  
 San Francisco Zoo Recycled Water

Dear Mr. McCarthy:

This letter serves as Notice to Proceed and establishes June 3, 2024, as the official date for commencement of work for the above referenced contract.

In accordance with Article 2 (Contract Time), Paragraph 2.01 (Completion Dates) in Section 00 52 00 (Agreement Form), all the required work under this contract shall be brought to substantial completion within three hundred sixty-five (365) consecutive calendar days. This will be on or before June 2, 2025. Following substantial completion, there will be sixty (60) consecutive calendar days to bring all remaining work to final completion. Final completion will, therefore, be on or before August 1, 2025. Liquidated damages will be assessed per Article 1.03 of Section 00 73 02 (Contract Time and Liquidated Damages).

The SFPUC's Certification and Reporting Unit verified the availability of funding for the subject contract and dispatched Purchase Order 0000819224 on April 15, 2024. The PeopleSoft Contract Number is 1000032417. Please reference these numbers on all invoicing and future correspondence.

Effective June 3, 2024, Peter Liu will assume the duties of City Representative for the above referenced project as defined in Paragraphs 1.01(A)18 and 2.01(B) in Section 00 72 00 (General Conditions).

If you have any questions concerning the subject contract, please contact the City Representative, Peter Liu, at (415) 919-8099.

Sincerely,

Algynon Collymore  
 Manager – Construction Management Bureau  
 San Francisco Water Power Sewer  
 Services of the San Francisco Public Utilities Commission

**London N. Breed**  
 Mayor

**Tim Paulson**  
 President

**Anthony Rivera**  
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**Kate H. Stacy**  
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