



Department of Engineering and Planning

August 22, 2024

Board of Public Works & Safety

RE: Comprehensive Plan Notice to Proceed letter addendum

Members:

Please note additional information is being submitted for clarification of the Notice to Proceed on Phase 3 and Phase 4 for the 2nd half of the REA Comprehensive Plan Contract that was executed by the Mayor on Aug 13, 2024.

Execution of the Phase 3 and Phase 4 portion of the contract was delayed until we applied for and either received approval or denial of a grant from the Federal Economic Development Administration to assist with the cost of the Plan.

REA commenced work on Phase 3 on February 2nd, 2024, as referenced in the Notice, but no invoices were paid for this work until after the Notice to Proceed on Phase 3 & \$ was signed by the Mayor Aug 13, 2024.

Respectfully,

Joanie Fitzwater

Joanie Fitzwater, Planning Director