(Date)

(Contractor)

(Address)

**NOTICE OF AWARD:**

RE: (Project Number)

(County**)**

Dear Sir or Madam:

This is to advise that the (LPA’s Name) has received concurrence from the Mississippi Transportation Commission and is hereby officially awarding the subject project to (Contractor’s Name). The date of this letter will serve as the official **Notice of Award**.

If an erosion control plan is required, it must be approved in accordance with *Section 107 of the Specifications* **BEFORE** construction can begin. The erosion control plan should be developed and submitted for review as soon as possible.

All attached contract documents must be executed and submitted for approval to the (LPA Name and address) no later than (Insert date to be 10 days after the contract documents have been mailed to the bidder) in accordance with Section 103.07 of MDOT’s Mississippi Standard Specifications for Road and Bridge Construction. A Pre-Construction Conference will not be scheduled without MDOT approval of the executed documents unless special provisions by MDOT are given.

 (LPA’s Name) will send the official Notice of Execution Letter upon receiving and completing the execution of the contract documents. (Contractor’s Name) is to request a Notice to Proceed Date as described in the NTB in the contract documents once they have receiving the Notice of Execution Letter.

Please review the provisions of the contract showing classifications and minimum hourly rates for laborers and mechanics established by the U. S. Secretary of Labor for this project. If these provisions do not contain all of the classifications that you will need, please advise this office promptly so that we can request the minimum hourly wage rate for such other classifications required prior to the time they will be needed.

Should you have any questions, please contact (LPA’s Name).

Yours very truly,

(Name LPA Official)

(Title)

PC: Insert MDOT LPA Engineer

 Insert LPA CE&I Engineer

 Insert MDOT District LPA Coordinator