

March 30, 2011

Recipient
Company
Address
Address

RE: UTILITY COMPANY NOTIFICATION

Prime Contractor: 
Fin No:
FAP No:
Contract No:
County:
Project Description:

Dear :

By letter dated  your company was advised that **Contractors Name**, the Department's Contractor for the referenced project, has submitted a detailed statement of claim for additional compensation based on costs incurred by the Contractor to failure of your company to adjust its facilities located within the project right-of-way in a timely manner.

A settlement meeting was held on  between representatives of your firm, the Contractor and the Department's representatives in an attempt to settle the claim. The meeting resulted in an impasse between your firm and the Contractor.

The Department has reviewed the claim from the Contractor and has determined that the Contractor's claim has merit. The Department has entered into an Agreement with the Contractor to provide additional compensation in the amount of \$ **AMOUNT** to resolve the Contractor's claim associated with the failure of your company to adjust its facilities located within the project right-of-way in a timely manner.

As required by Utility Permit No. **Permit Number** your firm is responsible for defending any legal claims of the Department's Contractor due to delays caused by your firms permitted work. The Department hereby demands that your firm provide reimbursement to the Department for these costs in the amount of \$ **AMOUNT**.

Sincerely,

Name of Engineer
Operations Center Engineer

Utility Company Notification

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cc: David A. Sadler, P.E., Director, Office of Construction
Jonathan M. Sands, P.E., District Construction Engineer
Walt Childs, District Utilities Engineer
 , Office of General Counsel
Thomas L. Wright, Chief Counsel District One
Scott Presson, P.E., District Construction Services Manager
 , Project Administrator
Contractor
File