

**Shawn Kaarlsen & Associates, Inc.**



In Association With

**Robert C. Murray AIA**

13438 BANDERA ROAD, SUITE 202

HELOTES, TEXAS 78023

P: 210.695.5716

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DATE: February 27, 2019

D.L. Bandy Constructors, Inc.  
4406 Centergate Street  
San Antonio, Texas 78217

Attn: David L. Bandy, President

Re: Notice of Award – Agriculture Facility Upgrade at Sandra Day O'Connor High School

Dear Mr. Bandy:

The Northside I.S.D. Board of Trustees formally accepted the selection of D.L. Bandy Constructors, Inc., the recommended proposer at the February 26, 2019 Board meeting. This letter shall serve as the Notice of Award of the Contract by Northside Independent School District to D.L. Bandy Constructors, Inc., to perform the work described in RFCSP# 2019-009 for a total contract amount of \$1,407,000.00.

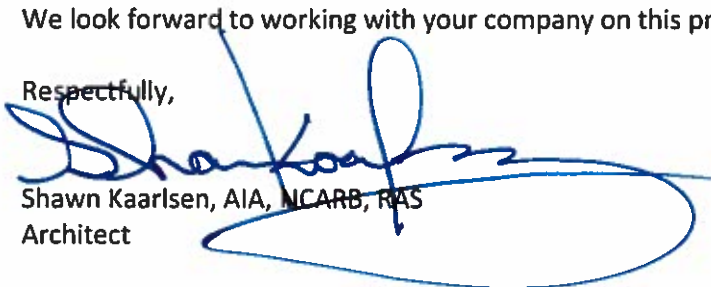
Attached are two (2) copies of the Agreement Between Owner and Contractor for this Project for your signature. Return complete contract package (both signed copies of Agreement Between Owner and Contractor, Insurance documents and Payment and Performance Bonds as required by Owner's Supplementary Conditions, Article 11, and completed HB Form 1295) to our office in a timely manner, as the complete package must be received by the District within ten (10) days of Notice of Award. After execution by the Owner, a completed Agreement Between Owner and Contractor will be returned to you for your record.

A Kick-Off meeting is scheduled for March 4, 2019 at 10:30am-11:30am at Northside Independent School District, Facilities Conference Room, 5900 Evers Road, Building C, San Antonio, Texas 78238 for the Contractor only - please plan to attend with Project Manager and Superintendent. A Pre-Construction Conference will be scheduled during the Kick-Off meeting, which will require attendance by you and all major Subcontractors working on this project site.

Once the Agreement is executed by both parties, a Notice to Proceed will be issued.

We look forward to working with your company on this project.

Respectfully,



Shawn Kaarlsen, AIA, NCARB, RAS  
Architect

**CC:** Leroy San Miguel, Assistant Superintendent of Facilities and Operations, NISD (via email)  
Henry Acosta, Executive Director of Construction & Engineering (via email)  
James Berg, Director Facilities Construction, NISD (via email)  
Chris Parker, Project Manager, NISD (via email + original document)  
Melani Hardy, Contract Coordinator, NISD (via email)

**Attachment: NISD Project Insurance Requirements Memorandum Dated February 21, 2019  
Contractor Kick Off Meeting Agenda**