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JOHN LAWRENCE
STATE REPRESENTATIVE
DISTRICT OFFICE
1001 BUCKLE, PA

March 22, 2023

SMP Architects, Ltd.
1600 Walnut Street, 2nd Floor
Philadelphia, PA 19103

Re: FDC-500-817SMP, Work Order No. 1

To Whom it May Concern:

This letter will serve as the formal Notice to Proceed for the Proposal of Work Order No. 1 for the design of a new park master plan in Big Elk Creek State Park for Project No. FDC-455-10852, Big Elk Creek SP Master Plan; submitted on March 6, 2023 and revised on March 20, 2023. The effective date of this Notice to Proceed is March 22, 2023. All work is to be performed in accordance with Agreement FDC-500-817SMP.

The proposal is approved for the submitted fee of \$203,203.00.

Please refer to Agreement FDC-500-817SMP, Work Order No. 1, Project No. FDC-455-10852 on all future correspondence and invoices.

Invoices for this work order must be e-mailed to the project coordinator, Allison Hanna at [REDACTED] and copied to the Administrative Services Agreement email account at [REDACTED]

Sincerely,

A handwritten signature in black ink that reads "Michael Twigg". The signature is fluid and cursive, with a long horizontal stroke extending from the end.

Michael Twigg, R.A., LEED AP
Chief, Division of Environmental Engineering & Architecture
Bureau of Facility Design & Construction

cc: Comptroller w/Work Order No. 1 – FC 4000026515
Allison Hanna w/Work Order No. 1
File