


Engineering & Inspections  
City of Greensboro



April 24, 2025

**To:** Jimmy R. Lynch & Sons, Inc.  
**From:** M. Ted Barker, CCCA   
**Subject:** Notice of Award  
**Contract:** 2023-034 Atwater Drive Water Line Extension

An electronic file (PDF) of the Contract listed above which has been awarded to your company by the City of Greensboro is being provided to you via an attachment to an email.

Please execute the Contract and return to me along with copies of **Certificate of Insurance and Power of Attorney. Also, include the Additional Insured Endorsement that insures the City and any subcontractors you may use.** The City will only accept bonds executed on the City forms provided. All dates must be the same as the contract date, which is April 15, 2025. Please return the completed documentation to me by May 5, 2024. We will then have the Contract executed by the City officials and return a fully executed Contract to you for your files.

Brian Boyd, Construction Engineer, will contact your company to schedule a Pre-Construction Conference after we have an executed contract.

If you have any questions, please let us know.

cc: Krista Overman, Contract Payments Administrator  
Brian Boyd, Construction Engineer  
Ryan Wicker, Construction Inspection Supervisor  
Jay Guffey, PE, Engineering Supervisor  
Shane Messer, Construction Projects Coordinator  
Jana Stewart, PE, Engineering Manager  
Jason Geary, PE, Engineering Deputy Director  
Frances Kallam, PE, Chief Design Engineer  
Kristen Kollgaard, CDT, Contracts Administration Facilitator  
Michael Westcott, PE, Westcott, Small & Associates  
Tori Small, PE, Westcott, Small & Associates