



**“Notice to Proceed -Standard General Conditions – Article 2.3”**

X 705 (R2023-11)

**NOTICE TO PROCEED**

DATE ISSUED:	PROJECT TITLE:
CITY BUSINESS UNIT:	PURCHASE ORDER NUMBER:
DESIGN PROFESSIONAL (if applicable):	AGREEMENT EFFECTIVE DATE:
CONTRACTOR:	RFx NUMBER:
CITY FILE NUMBER (optional):	SCHEDULED OPERATIONAL DATE:

“This Notice to Proceed is issued pursuant to The City of Calgary Standard General Condition 2.3 and The City of Calgary hereby confirms that the applicable requirements have been satisfied and the Contractor is authorized to begin Work.”

**CITY REPRESENTATIVE AUTHORIZATION**

1. The City Representative has received and approved the following:
  - a. Performance Security,
  - b. Certificate(s) of insurance,
2. The City Representative has received the following, as applicable:
  - a. Project Schedule,
  - b. Confirmation of training of the Contractor’s designate and the Project Site designate,
  - c. Workers’ Compensation Board Clearance Certificate,
  - d. COR/SECOR or equivalent,
  - e. ECO Plan,
  - f. Erosion and Sediment Control (ESC) Plan Approval,
  - g. Tree protection plan,
  - h. CERP: Contractor Environmental Acknowledgement Form,
  - i. Health and Safety Plan, or the Health and Safety Plan will be provided prior to access to the Project Site,
  - j. Quality Management Plan, or the Quality Management Plan will be provided prior to access to the Project Site, and
  - k. Any additional documentation or information required by the Procurement Documents.
3. The Contractor may now begin the Work.
4. The City Representative responsible for co-ordination of this Project and with whom you shall make contact before beginning Work is:

CITY REPRESENTATIVE:

PRINT NAME	SIGNATURE	DATE
E-MAIL ADDRESS	TELEPHONE NUMBER	

CITY REPRESENTATIVE’S COMMENTS:

**Note:** All italicized terms and expressions used on this Form X 705 are defined in The City of Calgary’s most recent *Standard General Conditions*. In the event that there is a conflict in the defined terms, the meanings as ascribed in the *Agreement* shall prevail.

**ORIGINAL:** Business Unit File  
**COPY TO:** Contractor, If Legal Review is selected above: Law Department – Paralegal (Corporate Services Mail Code # 8053)