



**VIA CERTIFIED MAIL**

November 5, 2025

Guerra Construction Group  
984 Memorex Drive  
Santa Clara, CA 95050

Subject: John D. Morgan Park – Budd Ave – Restroom Improvements  
Project No 24DD  
Notice of Award

Dear Mr. Jaime Guerra:

The Public Works Director hereby awards the construction contract for the John D. Morgan Park – Budd Ave – Restroom Improvements Project No. 24-DD to Guerra Construction group. The contract will be for the base bid, in the amount of \$1,354,294, and additive alternate "A", in the amount of \$8,774, totaling in the amount of \$1,363,068.

Enclosed please find the following:

Contract Agreement. The Contract will be emailed to your attention for electronic execution and notarization under separate cover via Adobe Sign. Once signed, please notify the City at [publicworks@campbellca.gov](mailto:publicworks@campbellca.gov), and return the notarization acknowledgement with your bonds and insurance information. A fully executed contract will be emailed back to you after all parties have signed it.

Faithful Performance and Labor and Materials Bonds. Please complete and submit the Faithful Performance and Labor and Materials Bonds. The Bond for Faithful Performance of Maintenance Period is to be submitted upon completion of the project in the amount of 25% of the completed contract per Section 2-1.12 "General Guaranty" of the General Provisions.

Workers' Compensation Insurance Information Sheet. Please complete the information as appropriate and submit.

Contractor's Licensing Information Sheet. Please visit the online portal, "Business Licenses," by following this link: <https://www.campbellca.gov/152/Business-Licenses> to apply for business licenses with the City of Campbell. Per Section 3-1.01D "Contractor Licenses & Registration" of the General Provisions, all Contractors and Subcontractors working in Campbell must have a valid City of Campbell Business License and

State Contractor's License. No Contractor or Subcontractor may be awarded a public works contract unless registered with the Department of Industrial Relations (DIR). Please forward this information to all Subcontractors.

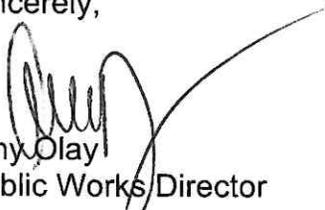
Your attention is also directed to subsection "Insurance Requirements" of Section 7 "Legal Relations and Responsibility" of the Contract Documents for proper insurance coverage. Please provide certificates of insurance as required for Guerra Construction Group. A sample of an acceptable certificate is attached.

Per Section 3-1.02 "Execution of Contract" of the General Provisions, all of the above documents must be returned to the City within ten (10) business days of receipt of this contract award notification.

As stated in Section 8-1.04 "Schedules" of the General Provisions, the Critical Path Method (CPM) schedule is to be submitted at the preconstruction meeting or 8-business days after the issuance of this Notice to Award letter for the Team's discussion at the preconstruction meeting. Please refer to Section 5 "Control of Work" of the Contract Documents for other Submittal requirements.

We look forward to working with you on this project. If you have any questions, please feel free to contact Andrew Kin-McAlpine at [andrewk@campbellca.gov](mailto:andrewk@campbellca.gov) or Fredrick Ho at [fredh@campbellca.gov](mailto:fredh@campbellca.gov).

Sincerely,

  
Amy Olay  
Public Works Director

Enclosures: Contract with Prevailing Wages  
Bond for Faithful Performance  
Bond for Labor & Materials  
Worker's Compensation Insurance Information  
License Application for an Out-of-Town Business  
Business License Application  
Schedule of Business License Taxes  
Sample Insurance Certificate

cc: File: Project 24-DD (15e)  
Lily Lim-Tsao, Temporary City Engineer  
Fredrick Ho, Project Manager  
Andrew Kin-McAlpine, Project Engineer  
Don Myrah, Project Inspector