

Date

Construction Company
Address
City, State, Zip

RE: REFUSAL OF BIDDING PROPOSALS DUE TO UNSATISFACTORY PERFORMANCE
Project No. _____, **JP #** _____, _____ **County, Description** _____

Dear Mr. _____:

The Department has reviewed your company's performance on the above referenced project and has determined that the unsatisfactory performance issues identified by the Department have not been appropriately addressed and resolved by your company. The Department will continue its efforts to assist your company to solve these performance issues. However, at this time it has been determined that it is in the best interest of the Department that proposal forms for future projects will not be issued to your company because (state reason of refusal from language of Spec. 102.04). The Department's refusal to issue Proposal Forms to your company will continue until your contract performance deficiencies have been satisfactorily resolved.

The Department has taken this action pursuant to the provisions of the 2009 Standard Specification for Highway Construction Section 102.04 and in accordance with OAC 730:25-3-4. I look forward to resolving the identified performance issues with you and resume issuance of Proposal Forms to your company in the near future. Please contact me if I or a member of my staff can be of any assistance to you in this matter.

Sincerely,

Director
Oklahoma Department of Transportation

cc: Deputy Director
Chief Engineer
Director of Operations
Office Engineer
Construction Engineer
General Counsel