

April 26, 2024

Allied Comfort Pro
Glenn Berg
PO Box 1478
Medford, OR 97501

Re: ITB # 24-20-19

Mr. Berg,

Please consider this as a notice of intent to award your firm the above-mentioned project. Upon return of the signed contract and receipt of your Performance & Payment/Materials Bonds, we will issue you a purchase order for the Howard HVAC project in the amount of \$101,120.00. You will also need to provide proof of insurance, your company drug testing policy, and a list of the employees that will be working on site.

I want to remind you that this project is a prevailing wage rate project. The current applicable rates for this project can be viewed at the following link:

<https://www.oregon.gov/boli/employers/pages/prevailing-wage-rates.aspx>

The published rates effective April 5, 2024 will apply to this project.

Per ORS 701.420 and 279C.555, retainage shall be withheld from progress payments in the amount of 5%. Upon successful completion of project and verification that all subcontractors and suppliers have been paid in full, the retainage shall be returned to contractor. In the event that certified payrolls are not submitted to the owner, owner shall withhold 30% retainage per PWR law. ORS 279C.845 (7); OAR 839-025-0010(5).

In the meantime, our facilities department will be contacting you to arrange a preconstruction meeting.

We look forward to working with your firm and bringing this project to a successful conclusion.

Thank you,

Andy Chasteen
Facilities Manager
Medford School District 549C