

November 25, 2025

ORW
Andrew Owen
29 Grape Street
Medford, OR 97501

Re: RFP 26-00-08 – Professional of Record – Security Vestibules

Dear Mr. Owen,

After careful consideration by our committee, your firm has been chosen to provide the above listed services for the Medford School District. Please consider this as a notice of intent to award your firm the above-mentioned project.

We look forward to meeting with you and your team soon.

Respectfully,

Andy Chasteen
Facilities Manager
Medford School District