

April 10, 2026

Rogue Valley Roofing LLC
PO Box 1480
Medford, OR 97501

Re: ITB # 26-06-23 Hedrick Roofing

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 Hedrick Roofing Project in the amount of \$88,894.00. You will also need to provide proof of insurance and a list of the employees that will be working on site.

In the meantime, Eric Poppe from 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,

Pamela Thoren
Purchasing Manager
Medford School District 549C