

Mayor
Honorable Tom Ellis



City Manager
Jason A. Tuck, ICMA

January 5, 2021

Sean Emrick
Brown Contracting, Inc.
P.O. Box 26439
Eugene OR 97402

**Subject: Notice of Award
Veterans Memorial Project, CIP-04-20**

The City of Happy Valley would like to thank you for your bid on the **Veterans Memorial Project, CIP-04-20**. This letter is to serve as your notice that as low bidder, we are awarding the project to your company.

The Contract has been prepared and is enclosed for your signature. When the contract is signed by the City and **Brown Contracting, Inc.** and the Performance Guarantee and Payment Bond are submitted, a pre-construction meeting will be scheduled.

Please contact me at 503-783-3815 or carole@happyvalleyor.gov if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads 'Carol Earle'. The signature is written in a cursive style.

Carol Earle, PE
City Engineer

cc. Chris Randall, Public Works Director

16000 SE Misty Drive
Happy Valley, Oregon 97086-6299
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Website: www.ci.happy-valley.or.us