December 6, 2019

Knife River Materials  
Attn: Joc Soares  
PO Box 1145  
Medford, OR 97501

RE: Notice of Award  
Construction of the Engineered Lagoons 5-8 Expansion  
Project at the Robert A. Duff Water Treatment Plant  
CIP-19-00220

Mr. Soares:

Notice is hereby given that, at the regular meeting on Wednesday, December 4, 2019, the Board of Water Commissioners awarded the above-referenced project to your company based on the lowest responsible bid received, $4,310,000.00, which is in the best interests of the Commission. We have prepared the contract documents as follows:

<table>
<thead>
<tr>
<th>Contract Documents</th>
<th># of Copies</th>
<th>Action to be Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>Volume I</td>
<td>2</td>
<td>Both copies are to be signed by Knife River Materials officials and returned to our office to be dated and signed by MWC officials. A fully executed copy will be returned to you. Additional copies for bonding company or working use can be downloaded and printed from the project link.</td>
</tr>
<tr>
<td>Volume II</td>
<td>2</td>
<td>Working copies to be retained by Knife River Materials. Additional copies for bonding company or working use can be downloaded and printed from the project link.</td>
</tr>
<tr>
<td>Volume III (reduced size)</td>
<td>2</td>
<td>Working copies to be retained by Knife River Materials. Additional copies for bonding company or working use can be downloaded and printed from the project link.</td>
</tr>
<tr>
<td>Volume IV</td>
<td>2</td>
<td>Working copies to be retained by Knife River Materials. Additional copies for bonding company or working use can be downloaded and printed from the project link.</td>
</tr>
</tbody>
</table>
In accordance to the contract documents, you will also need to:

- Obtain and submit the performance and payment bonds (you may use the provided forms or your own);
- Obtain and submit a current City of Medford Business License;
- Provide Certificates of Insurance showing your coverage (including Workers Compensation). **Please note: The Medford Water Commission must be named as additional insured on the certificate(s);**
- Provide a copy of your company's Drug and Alcohol Policy;
- Fill out and submit the enclosed Form W-9;
- Fill out and submit the enclosed Retainage Election Form;
- Return all of the above to our office within 10 days so we can have the contract documents executed by Water Commission officials.

Work cannot commence on the project until all of the above has been completed and Notice to Proceed has been issued. Please contact Construction Administrator Andy Huffman (541-774-2455) if you have any questions.

MEDFORD WATER COMMISSION

By ________________
Brad Taylor, General Manager

c: Eric Johnson, P.E.
Andy Huffman, Construction Administrator