MEDFORD WATER

October 8, 2026

Pilot Rock
Attn: Jeff Fowler
356 Bateman Dr
Central Point, OR 97502

RE: Notice of Award – East Main Street Water Main Repair (CIP-26-00566)

Mr. Fowler:

Notice is hereby given that at the regular meeting on Wednesday, October 7, 2026, the Board of Water Commissioners awarded the above-referenced project to your company based on the lowest responsive bid received, $231,762.00, which is in the best interests of Medford Water. The contract documents have been prepared and are enclosed. Before commencing work on the project, please accomplish the following:

1. Sign and submit the Contract;
2. Provide Certificates of Insurance showing your coverage (including Workers Compensation); ***please note the Medford Water Commission must be named as additional insured on the insurance certificate(s);***
3. Obtain and submit the performance and payment bonds;
4. Provide a copy of your company's current Drug and Alcohol Policy;
5. Fill out and submit the enclosed Retainage Election Form;
6. Return all of the above to Cathrine Ruffer, Purchasing Specialist, at cathrine.ruffer@medfordwater.org within 5 days so we may have the contract documents executed by Medford Water officials.

Once all of the above has been completed, a fully executed contract copy and Notice to Proceed will be sent to you. If you have any questions or concerns, please contact Matthew Scott at (541) 774-2469.

Sincerely,

Brad A. Taylor
General Manager

Enclosures

c: Matthew Scott, Staff Engineer
Brian Runyen, Engineering Manager

200 S. Ivy Street – Room 177
Medford, Oregon 97501
Phone: (541) 774-2430
medfordwater.org
water@medfordwater.org
Fax: (541) 774-2555