

**Memo**

September 17, 2021

TO: All Proposers

FROM: Leila Aman, City Manager  
City of Manzanita  
167 S. 5<sup>th</sup> Street  
Manzanita, Oregon 97130  
(503) 812-2514

Re: **NOTICE OF INTENT TO AWARD CONTRACT FOR:**  
***Project Management and Owner Representative Services for the Manzanita City Hall Project***

On August 18, 2021 at 5:00pm local time the City of Manzanita (the "City") opened competitive proposals from proposers for the above referenced project.

Based on the evaluations of the written proposals, according to the criteria set forth in that Request for Proposals for Owner's Representative Services dated July 28, 2021, the City intends to award the contract to Klash Group, Inc. This memorandum constitutes the City's notice of its intent to award the contract as required by ORS 279B.135.

Any protest of the award of the contract to Klash Group, Inc. must be delivered to the City in writing no later than September 24, 2021 at 5:00 P.M. Protests received by the City after this date and time will not be considered. The protest must be in writing and specify the grounds for the protest.

-----END OF MEMO-----