

Memo

To: All Vendors via Email

From: Whitney Hoshaw, Marketing and Communications Program Manager

Date: May 14, 2025

Subject: UPDATE: Willamalane Logowear – Notice of Intent to Award a Contract

Formal notice is hereby provided that Willamalane Park and Recreation District has reviewed and evaluated the results of the quote process and intends to award a contract for Willamalane's logowear to Eugene Silkscreen.

Pursuant to Oregon Administrative Rule 137-049-0395, at least seven (7) days before awarding a contract, the contracting agency must issue a notice of intent to award the contract to each bidder, and the award of the contract shall not be final until those seven (7) days have passed. Any protests to Willamalane's intentions need to be filed by 5 p.m., May 21, 2025.

On behalf of the district, thank you to all bidders for your interest in the project and for your efforts in preparing and submitting your quote. If you have questions, please contact Whitney Hoshaw at whitney.hoshaw@willamalane.org