



FINANCE DEPARTMENT
ACCOUNTING/REPORTING
ACCOUNTS RECEIVABLE/PAYABLE
ASSESSMENTS
BUDGETING/FINANCIAL PLANNING
TREASURY/DEBT MANAGEMENT

August 3, 2016

Troy Ainsworth
Principal
FFA Architecture + Interiors
520 SW Yamhill Suite 900
Portland, OR 97204

Re: Notice of Intent to Award
RFP 1670 Public Library Needs Assessment of Services and Programmatic Facility
Design

Dear Troy:

After careful review of all the proposals FFA Architecture + Interiors has tentatively been selected by the review committee to contract with the City of Springfield.

We are in the process of drafting a proposed contract that will be forwarded for execution.

If you have comments or concerns you may address them to me by phone at (541)726-3708 or by email at jmcmahan@springfield-or.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jayne McMahan", is written over the word "Sincerely,".

Jayne McMahan
Procurement and Contracts Manager
Finance Department
City of Springfield
(541)726-3708 phone
jmcmahan@springfield-or.gov

cc: Rob Everett