

# CITY OF SPRINGFIELD, OREGON

SPRINGFIELD



FINANCE DEPARTMENT  
ACCOUNTING / REPORTING  
ACCOUNTS RECEIVABLE / PAYABLE  
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PAYROLL  
PURCHASING

225 FIFTH STREET  
SPRINGFIELD, OR 97477  
(541) 726-3704  
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[www.ci.springfield.or.us](http://www.ci.springfield.or.us)

March 29, 2011

Mike Thorn  
Oregon Apparatus Repair, Inc.  
90498 Highway 99 N. Unit 2  
Eugene, OR 97402

RE: Notice of Intent to Award  
RFP- Fire Apparatus Maintenance

Dear Mr. Thorn,

After careful review of all proposals, Oregon Apparatus, Inc. has tentatively been selected to contract with the City of Springfield to provide fire apparatus Maintenance. Final award of this contract is contingent upon review and approval by the Springfield City Council. We are in the process of drafting a proposed contract that will be forwarded for your review prior to submission to Council for final approval.

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](mailto:jmcmahan@springfield-or.gov). If you have technical questions regarding the project you may contact Jana Sorenson, Sr. Management Analyst and lead for this project, 541-744-4150.

Sincerely,

Jayne McMahan  
Senior Management Analyst  
Finance Department  
City of Springfield  
(541)726-3708 phone  
(541)726-3782 fax  
[jmcmahan@springfield-or.gov](mailto:jmcmahan@springfield-or.gov)

cc: Jana Sorenson



PROUD HISTORY  
BRIGHT FUTURE