



September 13, 2016

City of Sherwood
22560 SW Pine St.
Sherwood, OR 97140
Tel 503-625-5522
Fax 503-625-5524
www.sherwoodoregon.gov

**NOTICE OF INTENT TO AWARD
A CONTRACT FOR
ON-CALL TRAFFIC ENGINEERING SERVICES TO
DKS ASSOCIATES**

Mayor
Krisanna Clark

Council President
Jennifer Harris

Councilors
Renee Brouse
Linda Henderson
Dan King
Jennifer Kuiper
Sally Robinson

City Manager
Joseph Gall, ICMA-CM

Assistant City Manager
Tom Pessemier, P.E.

This is the Notice of Intent to Award required to be sent to all submitters pursuant to OAR 137-030-0104(3).

The City of Sherwood received one (1) submittal for the work associated with the RFP for the Consultant Services On-Call Traffic Engineering Services. City staff reviewed the submittal for completeness and compliance with the requirements of the RFP prior to issuance of this Notice of Intent to Award a contract.

Due to there being only 1 proposal, the proposal was not ranked, rather it was staff reviewed for completeness, compliance and confirmation of the firms qualifications prior to proceeding with contract negotiations. This letter shall serve as the City of Sherwood's public NOTICE OF INTENT TO AWARD A CONTRACT TO DKS ASSOCIATES FOR ON-CALL TRAFFIC ENGINEERING SERVICES.

If you wish to protest the City's Intent to Award this Contract, you must do so within seven (7) days after the date of the issuance of this notice. The protest must comply with the terms of OAR 137-030-0104(4), or else the protest will not be considered by the City. Protests must be directed in writing to:

City of Sherwood
Engineering Dept, Attn: Jason Waters
22560 SW Pine St.
Sherwood, Oregon 97140

Non-protest related inquiries can be directed to
watersj@sherwoodoregon.gov.

Very truly yours,

Jason M. Waters
City of Sherwood
503-925-2304