



MEDFORD
FINANCE

July 28th, 2026

Maksimum Inc.
120 Mistletoe Street
Medford, Oregon 97501

NOTICE OF INTENT TO AWARD

Project: Downtown Parking District Security Services
Bid/RFP/RFQ Number: RFP26-0006PW

Dear Brandon Mak

You are hereby notified that the City of Medford intends to award the above project to your firm.

We will begin working with you for preparation and signature of the contract. In order to submit the contract for approval, we will need the insurance certificates, (including the endorsement pages for General Liability Insurance) required in the contract along with a signed copy of the contract returned for the approval process.

If you don't have a business license with the City of Medford, please check the website for the required information at <https://www.medfordoregon.gov/Business/Development-Services/Business-Licensing>.

The contract and other documents may be returned electronically (entire contract or just the signature page) to Shane.Bratcher@cityofmedford.org. Once fully approved, a copy of the contract will be returned to you. Work must not begin prior to the receipt of the fully approved contract and notice to proceed.

Sincerely,

Shane Bratcher | *Engineering Tech IV*
City of Medford, Oregon | Public Works
Engineering & Development Division