



## NOTICE OF INTENT TO AWARD

**DATE: May 19, 2025**

**PROJECT: RFP #3843 Municipal Court Prosecution Services**

NOTICE IS HEREBY GIVEN, after careful review of all the proposals, the City of Springfield intends to award the subject RFP to Leahy Cox, LLP.

This Notice of Intent to Award is conditional upon execution of a written contract and does not constitute the formation of a contract between the City and Leahy Cox, LLP.

A proposer may submit a formal written protest of this Notice of Intent to Award within seven (7) calendar days of the date of this notice. All written protests must conform to the requirements in ORS 279B.410 and OAR 137-047-0740. Written protests may be submitted in writing by mail at the address below.

If you have comments or concerns, other than a formal written protest, you may address them to me by email at [purchasing@springfield-or.gov](mailto:purchasing@springfield-or.gov).

Sincerely,

Yueyin Lin  
Financial Analyst  
[purchasing@springfield-or.gov](mailto:purchasing@springfield-or.gov)

City of Springfield  
Finance Department  
225 5th Street  
Springfield, OR 97477

cc: Nathan Bell, Finance Director  
Allie Sederlin, Court Supervisor