



230 NE Second Street, McMinnville, Oregon 97128 [www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

May 15, 2025

Tyler Stice  
Roy Houck Construction LLC  
4444 22<sup>nd</sup> Ave NE  
Salem, OR 97301

VIA Email: [tyler@houckco.com](mailto:tyler@houckco.com)

RE: 2025 Pavement Patching Project, Project 2025-1  
NOTICE OF AWARD

Dear Tyler,

This is to notify you that on May 13, 2025, the McMinnville City Council approved the award of the Contract for the 2025 Pavement Patching Project, Project No. 2025-1 to Roy Houck Construction LLC.

Please execute the attached Contract Documents that I have provided and submit a copy of the required insurance certificates and bonds (followed by mailed hard copies) so that they can be attached to the final document. Upon completion, email the documents to me and I will arrange for signatures by the City.

If you have any questions or concerns during the project construction, feel free to contact me at (503)437-0357.

Sincerely,

Matt Bernards  
Project Manager