



Administration

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Darrell Green
County Administrator
dgreen@co.morrow.or.us

DATE: February 4, 2021

TO: Proposers to Morrow County's Request for Proposals; Loan Services

FROM: Sole Point of Contact for Request for Proposals: Darrell Green, Morrow County Administrator

RE: Notice of Intent to Award a Contract

Morrow County has completed the evaluation of proposals received in response to the Request for Proposal (RFP) Loan Services.

Based on the evaluation prescribed within the RFP, *Commerce Bank* is named as the apparent successful proposer.

According to RFP Protest Procedure, Morrow County shall consider only protests stipulating an issue of fact concerning the following subjects below:

PROTEST PROCEDURE

1. Any Proposer responding to the RFP claiming to have been adversely affected or aggrieved by the selection of a competing proposal, shall submit a written selection protest to the Contact Person. Written notification must be received by noon on February 11, 2021, as stated in the RFP, protests may be delivered by email or hand-delivered to the Single Point of Contact. No protest shall be considered if received after the established protest deadline.
2. To be considered, a protest shall be in writing and shall include:
 - a. Include the reference to Request number 2020-1;
 - b. name and contact information;
 - c. submitted by the proposers authorized person;
 - d. reason for protest must include; grounds that demonstrate how this Request is contrary to law, and Evidence or documentation that supports the grounds of your protest.
 - e. state your proposed changes to the Award or other relief sought.
 - f. label "Protest".
3. Upon receipt of a written protest, the County shall promptly consider the protest. The County may give notice of the protest and its basis to other persons, including Consultants involved in or affected by the protest; such other persons may be allowed to submit their views and

relevant information. If the protest is not resolved by mutual agreement of the aggrieved person and the County, the County will promptly issue a decision in writing stating the reasons for the action taken. A copy of the decision shall be mailed by certified mail, return receipt requested, or otherwise promptly furnish to the aggrieved person and any other interested parties.

The County's decision may be appealed to the Board of Commissioners by written notice together with all supportive evidence, received at the address Morrow County, PO Box 788, Heppner, OR 97836, not more than two (2) working days after receipt of the decision. The Board of Commissioner's decision shall be final and conclusive.

4. Strict compliance with the protest procedures set forth herein is essential in the furtherance of the public interest. Any aggrieved party that fails to comply strictly with these protest procedures is deemed, by such failure, to have waived and relinquished forever any right or claim concerning alleged irregularities in connection with the solicitation or award. No person or party may pursue any action in court challenging the solicitation or award of this contract without first exhausting the administrative procedures specified herein and receiving the County's final decision.

According to Oregon Administrative Rules, Morrow County is not permitted to consider award protests submitted after the award protests due date.