



MORROW COUNTY

110 N Court St. • P.O. Box 788
Heppner, OR 97836
541-676-5613
www.co.morrow.or.us

DATE: June 14, 2024

TO: Proposers to Morrow County's Request for Proposal for Morrow County Heritage Trail Master Plan

FROM: Tamra Mabbott, Morrow County Planning Director

RE: Notice of Intent to Award

Morrow County has completed evaluation of proposals received in response to a Request for Proposals for the Morrow County Heritage Trail Master Plan

Based upon the evaluation criteria described within the RFP, and in accordance with the timeline listed in the RFP – JUB Engineers is named as the apparent successful proposer.

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

Protest Procedure

1. All proposals will become part of the public record for this Project, without obligation to the County. The County reserves the right to reject any or all proposals received because of this RFP and, if doing so would be in the public interest, cancel this solicitation. The County reserves the right to consider a response or proposals in whole or in part, and to determine the responsiveness of a submittal by reference to the response taken as a whole. Proposers will be held to the terms submitted in their proposals.
2. 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 4:00 p.m. on June 24, 2024. No oral telegraphic, telephone or facsimile protests will be accepted. No protest shall be considered if received after the established protest deadline.
3. To be considered, a protest shall be in writing and shall include:
 - a. The name and address of the aggrieved person
 - b. The contract title under which the protest is submitted
 - c. A detailed description of the specific grounds for protest and any supporting documentation.

d. The specific ruling or relief requested. In addition, in the event the protesting party asserts its responsibility as a ground for protest, it must address in detail each of the matters in its written protest.

e. The written protest shall be mailed or delivered to Tamra Mabbott, County Planning Director, 215 NE Main Street, Irrigon, OR Heppner, OR 97844; and

f. The label "Protest"

4. 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 given an opportunity 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 furnished to the aggrieved person and any other interested parties.