



NOTICE OF INTENT TO AWARD

CITY OF TUALATIN

• 18880 SW MARTINAZZI AVE. • TUALATIN, OR 97062 • (503) 691-3080

LEGISLATIVE REPRESENTATION AND LOBBYING SERVICES

Date: April 22, 2024

On March 20, 2024, two (2) proposals were submitted in response to the above-referenced Request for Proposals issued by the City of Tualatin. The proposals have been reviewed and a scoring summary (reflecting average scores) is attached to this Notice. The City of Tualatin intends to award a contract to the highest scoring responsible proposer, Thorn Run Partners.

Any protest to this decision must be submitted in written form to the Contracts & Procurement Analyst, Richard Contreras, via email at rcontreras@tualatin.gov, by 4:00 pm on Monday, April 29, 2024. Any written protest shall specify the grounds under ORS 279B.410 upon which the protest is based.

Sincerely,

Richard Contreras
Contracts & Procurement Analyst



Scoring Sheet - RFP 2024-03

Legislative Representation & Lobbying Services

	Maximum Score	Oxley & Associates	Thorn Run Partners
Technical Proposal			
Cover Letter / Certifications / W-9:	Pass/Fail	Pass	Pass
Qualifications & Experience:	35	33.75	34.25
Work Proposal:	35	21.25	33.75
Communication / Availability:	20	19.50	20.00
References:	10	10.00	9.75
Technical Proposal Subtotal:	100	84.50	97.75
Price Proposal Subtotal:	50	47.00	41.25
Interviews:	50	36.13	43.00
Total Score:	200	167.63	182.00