



## PLANNING DEPARTMENT

---

---

PO Box 40 • Irrigon, Oregon 97844  
(541) 922-4624

### Request for Proposals (“RFP”) ADDENDUM No. 3

This Addendum No. 3 (“Addendum”) modifies the RFP which Morrow County published in the Heppner Gazette and Morrow County website on December 21, 2023. This Addendum modifies the RFP as described herein. All RFP terms not specifically mentioned or affected by this Addendum remain in full force. This Addendum is hereby added as a part of the RFP.  
Morrow County Drinking Water Investigation – Addendum #3

Questions asked are presented below, followed by a Response from County.

- 1. On page 11, the RFP states that “electronic copy proposals preferred.” On page 13, the RFP states, “Hard copy proposals preferred.”**  
**Response:** County would prefer to receive both an electronic and a paper copy.
- 2. On page 12, Sec. 4.2.2.k, the resume information asks to include “supervision to be exercised.” Can you clarify what this means? Is this the (supervisory) role of the individual in the company or is it specific to the role for the project?**  
**Response:** County would like to understand who within the company will provide supervision for the project.
- 3. The RFP requests that we clearly note any exceptions to the conditions in our proposal, but a sample contract was not included with the RFP. Would you be able to provide a sample contract or a copy of the conditions we should review? And are there any specific requirements under the EPA grant that contractors should be aware of?**  
**Response:** Morrow County does not have a sample contract. EPA does not have any special provisions county is required to include in a contract however, EPA will be able to provide comments on the contract.

There are no EPA requirements or language required to be included in the RFP; however, contracts over the simplified acquisition threshold (currently \$250,000) are subject to the formal competitive requirements of 2 CFR 200.319 and 2 CFR 200.320(b). details can be found in the [Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements](#).

EPA is not a party to recipients’ contracts. The recipient (county) alone is responsible for exercising sound business judgment in administering contracts and settling protests, disputes and contractor claims as well as making sure the contractor is carrying out the work described in the county proposal/work plan and approved budget.

- 4. What is the maximum amount of points that can be scored for the “Ability to Complete All Tasks” section? On page 14, the RFP states 10 points, but on page. 23, the RFP states 20 points.**

**Response:** “Ability to complete all tasks” has a total of 20 points. Note: There is a calculation error in the form and the total possible score is 105.

5. On page 14, scoring metric 4 asks for “estimate of breakdown of time expected (by a percentage of your total work) on each task.” Can you confirm that this is only asking for *percent values* and the RFP is not requesting any dollar or hour values?

**Response:** This provision is requesting a percentage of time, not dollar or hourly rates. Note: proposals may include hourly rates.

Proposers must acknowledge receipt of this Addendum in the space provided on the bottom of this page and return this page along with Proposal documents. Failure to do so may result in rejection of a Proposal.

The purpose of this Addendum is to answer questions, clarify information in the RFP, and make modifications to the RFP.

Any prospective Proposer who feels they have been adversely affected by these modifications must submit a written protest of this Addendum to the Single Point of Contact identified in RFP by **2:00 pm** (Pacific time) on January 15, 2024 or protest will not be considered. Morrow County will not consider requests or protests of matters not added to or modified by this Addendum.

\*I hereby acknowledge having received this Addendum.

Authorized Signature: \_\_\_\_\_

Print name of signer: \_\_\_\_\_

Date: \_\_\_\_\_

Name of proposer:

\_\_\_\_\_  
(Please Print)