



May 2, 2024

To: All Proposers

**Re: Notice of Intent to Award
Wilsonville Utility Revenue Assessment & Fee Update
CIP #2066 & 7059**

Thank you for submitting a proposal for the Wilsonville Utility Revenue Assessment and Fee Update. The Selection Review Committee evaluated the proposals submitted in response to the RFP. The proposal submitted by FCS Group received the highest overall ranking and is considered the Successful Proposer.

The City will meet with the Successful Proposer to refine the scope of work and negotiate a final contract. Submitted proposals shall be held by the City and considered valid for a period of 90 days from the Proposal due date. Should the City fail to negotiate a final contract with the Successful Proposer, the City may terminate negotiations and attempt to reach final agreement with the next ranked Proposer.

In the event a Proposer is adversely affected or aggrieved by the selection of the Successful Proposer, the Proposer may submit a protest to the City in accordance with OAR 137-048-0240. Protests must be in writing, specify the grounds upon which the protest is based, and submitted to the City project manager by 5:00 p.m. on May 10, 2024.

If you have any questions or need additional information regarding the intent to award this contract, please feel free to contact me at 503 570-1565.

Sincerely,

Zach Weigel, P.E.
City Engineer