



Point In Time Count Technical Assistance Request for Intermediate Proposals

Open	10/16/2026, 8:00 AM PDT	Type	Request for Intermediate Proposals (RIP)
Close	11/6/2026, 4:00 PM PST	Number	RIP-51-2027
		Currency	US Dollar
Sealed Until	11/6/2026, 4:00 PM PST	Payment Terms	0% 0, Net 30

Contacts

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Commodity Codes

Commodity Code	Description
80101599	Consulting Services, General

Description

PROCESS OUTLINE:

This is a Request for Intermediate Proposals (RIP) used when County expenditure will be less than \$250,000 for the initial term of the resulting contract

Please read all provided information and ask any questions in the Q & A Board in the Tools section of the Sourcing Event prior to the last day for questions.

PRE-PROPOSAL CONFERENCE:

There will not be a pre-proposal conference for this sourcing event.

INTRODUCTION AND BACKGROUND:

Multnomah County Homeless Services Department (HSD) is seeking a technical assistance (TA) provider to project manage, organize and administer the PIT Count, with support from County staff and community partners. The County is looking for a provider with experience in the following areas:

- Project management and coordination across multiple government agencies and community partners
- Data collection, preferably involving locating and surveying hard-to-reach populations
- Communicating data analysis to agency leadership, community stakeholders, elected officials and the general public.

CURRENT SERVICES/SOLUTION:

Not applicable to this sourcing event.

MULTNOMAH COUNTY TECHNICAL ENVIRONMENT

Not applicable to this sourcing event.

FUNDING

Adequate funding has been budgeted for the purchase of these services.

SCOPE OF WORK

Please see Attachment A in Buyer Attachments for scope of work and proposal response instructions.

PRE-AWARD RISK ASSESSMENT

Successful proposers whose contract award includes federal funding (as identified by a Catalog of Federal Domestic Assistance number) will be subject to a Pre-Award Risk Assessment (which includes an evaluation of financial stability, quality of financial /management systems, experience with federal funds, reports and findings from audits) completed by Multnomah County (if one has not been submitted in the last year) prior to the issuance of a contract. Contractors who fail to submit the required documents will not be eligible for a contract from the County.

MINIMUM PROPOSAL SUBMITTAL REQUIREMENTS

Timely submission of responsive, responsible offers is the only minimum requirement for this sourcing event.

FISCAL REQUIREMENTS AND REPORTING

Not applicable to this sourcing event.

PERFORMANCE MEASURES/PERFORMANCE CONTRACTING

Not applicable to this sourcing event

CONTRACT NEGOTIATION

The County will initiate contract negotiations with the responsive and responsible Supplier with the highest scoring proposal. Multnomah County may, at its option, elect to negotiate general contract terms and conditions, services, pricing, implementation schedules, and such other terms as the County determines are in the County's best interest. If negotiations fail to result in a contract, the County reserves the right to terminate the negotiations and initiate contract negotiations with the next highest scoring responsive and responsible Supplier. This process may continue until a contract agreement is reached. Multnomah County reserves the right to score the acceptance of its standard contract terms and conditions as a part of this sourcing event.

CONTRACT AWARD

County anticipates awarding one or more contracts through this sourcing event. The award(s), as determined by the County, will be made to the responsible Supplier(s) whose offer(s) the County determines is/are most advantageous to the County based on the evaluation process and evaluation criteria described in this sourcing event. Multnomah County strongly encourages the participation of Minority-Owned, Women-Owned, and Emerging Small Businesses and Organizations in providing these services.

CONTRACT TERM

The contract term will be negotiated at time of contract award and will be dependent upon the product and/or services provided. The Negotiated contract term will be in compliance with all public procurement laws and Multnomah County PCRB public contracting rules.

COMPENSATION AND METHOD OF PAYMENT

Compensation method will be subject to negotiation once the County has selected a Supplier.

The County does not guarantee that any minimum amount of goods or services will be purchased.

INSURANCE REQUIREMENTS

The Supplier awarded a Contract as a result of this sourcing event will be required to provide proof of insurance at the time of contracting. The type of insurance required will depend on the type of services and or products provided under the contract which will be negotiated during the contract process. A sample contract is provided in Buyer Attachments with the minimum insurance levels indicated.

EVALUATION PROCESS AND CRITERIA

Proposals are scored by an evaluation panel using the Panel Questionnaire feature. The County may, at its sole discretion, choose to initiate a second stage Best and Final Offer (BAFO) with those suppliers determined to comprise a Competitive Range.

DETERMINATION OF COMPETITIVE RANGE

Multnomah County will determine Competitive Range based on a natural break in scores for those proposers that are determined to be closely competitive and have a reasonable chance to be the Most Advantageous Proposer.

At the conclusion of each stage, all proposers will receive notification of which Proposers have been determined to comprise Competitive Range. Proposers determined to be within the Competitive Range will continue to the next stage unless the County chooses to make an award.

If the County uses an optional Best and Final Offer (BAFO) stage, prior scores are considered but a new score is determined based on evaluation of Best and Final Offers.

Multnomah County is seeking a solution and/or services that meets or exceeds its identified requirements in this Sourcing Event based on the judgment of the evaluators and the score of the supplier's offer determined by this process, at a cost deemed by evaluators to be reasonable, responsible and optimal for purchase with public dollars.

IMPORTANT:

Suppliers who do not currently have access to the [Multco Marketplace Supplier Portal](#) will need to complete the "MMP Supplier Access Request Form".

Prerequisites

- ★1. Proposer/Bidder agrees to receive all correspondence electronically and are responsible for keeping their supplier portal updated with current contact information.
- ★2. CONFIDENTIALITY - Please read the statutory requirements in the prerequisite link.
- ★3. Please review the statements in this certification regarding Assurances, Certification Regarding Debarment, Suspension and Other Responsibility Matters and Certification Regarding Conflict of Interest.

Buyer Attachments

1. [How to Complete and Submit a Response to a Sourcing Event - MMP Supplier Guide](#)
2. [Procedural Instructions Proposals 04 02 2024.pdf](#)
3. [Appendix A 2025 Point in Time Count Methods Report.pdf](#)
4. [MULTNOMAH+COUNTY+SAMPLE+SERVICES+CONTRACT+&+INSURANCE+REQUIREMETNS.pdf](#)
5. [RIP-51-2026 Attachment A Scope of Work and Proposal Insructions.pdf](#)

Questions

★ Required Questions

Group 1.1: Company Certification Information - This section is not scored

Instructions:

- 1.1.1 State of Incorporation
- 1.1.2 Date of Incorporation
- Bidder attests that bidder is either a non-resident bidder or a resident bidder (as described in the Representation and Certification Prerequisite and ORS 279A.120),
- 1.1.3 a. ORS 279A.120 (2)(b) states that a public contracting agency shall, for the purpose of awarding the contract, "add a percent increase on the bid of a nonresident bidder equal to the percent, if any, of the preference given to the bidder in the state in which the bidder resides." ★
- b. "Resident bidder" means a bidder that has paid unemployment taxes or income taxes in this state during the 12 calendar months immediately preceding submission of the bid, has a business address in this state and has stated in the bid whether the bidder is a "resident bidder". ORS 279A.120 (1)(b). Enter state of residency here:
- 1.1.4 Where Bidder is unable to certify to any of the statements in Bidder Representations and Certifications of the Prerequisite, Bidder shall provide an explanation to their offer here.
- 1.1.5 The Bidder certifies to the best of its knowledge and believes that neither it nor any of its principal participants and agents has or has had the following relationships with the specific firm(s)/individual(s), identified below, which may be determined to be an organizational conflict of interest. I understand that based on the information provided by Bidder, Multnomah County may exclude the Bidder from further consideration and may withdraw its selection if the real or apparent organizational conflict of interest cannot be avoided or mitigated. Bidder further certifies that the degree and extent of the relationship of the Bidder with these named firm(s)/individual(s) will be fully disclose:
- 1.1.6 Upload additional explanation as needed
- 1.1.7 Name of person submitting the Bid: ★
- 1.1.8 Title of person submitting the Bid: ★
- 1.1.9 I represent that I am at least eighteen (18) years of age. ★
- 1.1.10 I represent that the printing of my name and the submittal of a Bid is intended to authenticate this writing and to have the same force and effect as my manual signature. ★
- 1.1.11 I represent that I am either authorized to bind the Bidder, or that I am submitting the Bid on behalf of and at the direction of the Bidder's representative authorized to contractually bind the Bidder. ★
- 1.1.12 I represent that the Bidder and/or its applicable representative(s) has reviewed the information contained in this Bid and that the information submitted is accurate. ★

Group 2.1: Proposal Response

Instructions: Please review the complete Sourcing Event, ask any relevant questions in the Q&A Board, and upload your pdf proposal here prior to the deadline.

- 2.1.1 I have had my questions about the sourcing event answered and my proposal is attached for evaluation. ★

There are no Items added to this event.

Service Line Items

★ Service Line Items

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#	Item Name, Commodity Code, Description	Allow Alternates	Qty.	UOM	Requested Service Delivery
S1	Point in Time Count T.A. Services on a Requirements Basis		1	EA - Each	