

**PUBLIC NOTICE
REQUEST FOR PROPOSAL
FEDERAL GOVERNMENTAL AFFAIRS CONSULTING AND LOBBYING SERVICES**

The City of Tigard is seeking sealed proposals from qualified firms to provide federal governmental affairs consulting and lobbying services based upon the scope of work contained in the Request for Proposal. Proposals will be received until 2:00 pm local time, Thursday, September 15, 2016, at Tigard City Hall's Utility Billing Counter at 13125 SW Hall Blvd., Tigard, Oregon 97223.

No proposal will be considered unless fully completed in a manner provided in the RFP packet. Facsimile and electronic (email) proposals will not be accepted nor will any proposal be accepted after the stated due date and time. Any proposal received after the closing time will be returned to the submitting firm unopened after a contract has been awarded for the required services.

RFP packets may be downloaded from <http://www.tigard-or.gov> or obtained in person at Tigard City Hall's Utility Billing Counter located at 13125 SW Hall Blvd., Tigard, Oregon 97223.

Proposers are required to certify non-discrimination in employment practices, and identify resident status as defined in ORS 279A.120. All proposers are required to comply with the provisions of Oregon Revised Statutes and Local Contract Review Board (LCRB) Policy.

Submitting firms must be able to demonstrate the following minimum requirements:

- An office in Washington, DC and Portland, Oregon
- More than five years of experience working with cities in Oregon,

The City may reject any proposal not in compliance with all prescribed public bidding procedures and requirements, and may reject for good cause any or all proposals upon a finding of the City if it is in the public interest to do so.

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