



Date: January 30, 2018

To: Bidders

From: Port of Brookings Harbor

RE: FG#1587 Aluminum Boarding Docks Fabrication and Delivery
Notice of Intent to Award a Contract

The Port of Brookings Harbor has completed the evaluation of the bids in response to the Invitation to Bid FG#1587.

Bids hold the following ranked order:

Topper Industries Inc.	\$314,607.30
CSC Inc. dba Medford Fabrication	\$592,000.00

As a result Topper Industries Inc. is named as the apparent successful low bidder.

Pursuant to ITB Section 1.24 adversely affected bidders shall have seven (7) calendar days from the date of any Notice of Intent to Award within which to file a written protest. The Port shall consider only protests stipulating an issue of fact concerning the following subjects:

1. The Bidder must be adversely affected because the Bidder would be eligible to be awarded the contract in the event the protest is successful;
2. The reason for the protest is that all the lower bids or higher ranked bids are nonresponsive;
3. The Port has failed to conduct the evaluation of bids in accordance with the criteria or processes described in the ITB;
4. The Port has abused its discretion in rejecting the protestor's bid as nonresponsive;
5. The Port's evaluation of the bids or the subsequent determination of award is otherwise in violation of ORS279A or 279B.

Protests must:

- a. Demonstrate that the Bidder would be eligible to be awarded the Contract in the event that its protest is sustained and therefore is adversely affected;
- b. Specific the alleged facts supporting such claim;
- c. Specify the grounds upon which the protest is based, which shall be limited to Oregon Revised Statutes;



- d. Specify the alleged facts supporting the specified basis;
- e. Identify the Bidder and ITB number
- f. Be signed in ink by Bidder's authorized representative;
- g. Be submitted to the Port by the due date for protests of award identified in the Notice of Intent to Award a Contract;
- h. Be submitted to the Port at the address specified for the Point of Contact;
- i. Be delivered via U.S. Mail, courier or hand delivered.

Please note: Late, electronically transmitted (e.g. faxed, emailed) or postage due Protests will not be accepted.

Protests must be delivered to the Port of Brookings point of contact by February 6, 2018 at 5:00pm PST.