

**CROOK COUNTY, OREGON
REQUEST FOR PROPOSALS
Hearings Officer Services**

NOTICE IS HEREBY GIVEN that Crook County, through its County Court, is seeking one or more qualified contractors to provide Hearings Officer Services to conduct and decide code compliance violation hearings and quasi-judicial land use decisions relating to the Crook County Code Titles 15 (Buildings and Construction), 17 (Subdivisions), and 18 (Zoning). **Sealed proposals will be received until 2:00 p.m. Tuesday, November 22, 2022.** Each proposal must be enclosed in a sealed envelope, with the proposer's name and marked "Hearings Officer Proposal," and delivered on or before the deadline to Crook County Community Development, Attn: Will Van Vactor at 300 NE 3rd St., Prineville, OR 97754, or hand delivered to the Crook County Administration Office at 203 NE Court St., Prineville, OR 97754. **The proposal opening will take place at 2:05 p.m. on November 22, 2022,** at Crook County Administration Office at 203 NE Court St., Prineville, OR 97754. Final award will be announced during a County Court Meeting at approximately 9:00 a.m. on **Wednesday, December 7, 2022.**

Complete proposal documents and any addenda are available for download from the County's website at <http://co.crook.or.us/rfps> or from Community Development Director Will Van Vactor at 300 NE 3rd St., Prineville, OR 97754; telephone: (541) 447-3211; email: will.vanvactor@co.crook.or.us, who is also designated as the person to whom all inquiries are to be directed regarding the RFP, or requests of a faxed or hard copy of the RFP.

Crook County reserves the right to accept the proposal and award the contract to the highest scoring responsive, responsible proposer which is in the best interests of the County, to postpone the acceptance of proposals received and the award of the contract for a period not to exceed thirty (30) days, or to reject any and all proposals received and further advertise for proposals.

This is **not** a public work contract subject to State Prevailing Wage Rate or the Federal Prevailing Rate of Wage required under the Davis-Bacon Act (40 USC § 3141 et seq.).