



Oregon

Tina Kotek, Governor

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Proposal Request

Date: July 6th, 2026

To: Public Relations Providers

Proposal Request: Public Relations

Attached to this Proposal Request is a statement of work for your consideration.

Due Date: Firms interested in this opportunity must submit their proposals by: **July 27th, 2026.**

Schedule of Events:

Event	Date	Time
Opportunity Notice Issued	July 6 th , 2026	
Due Date for Questions/Clarifications	July 13 th , 2026	5:00 p.m.
Closing (Due Date and Time to submit Proposals)	July 27 th , 2026	5:00 p.m.
Contractor Interviews	TBD	TBD

The Oregon Medical Board (OMB) releases this Request for Proposal (RFP) for the purpose of contracting on an on-going basis with one contractor who specializes in public relations and governmental affairs. Working with the Oregon state legislature, this contractor will assist the OMB chairperson and Executive Director in educating the public and key decision-makers about the mission and priorities of the Board. This procurement will be awarded to one (1) contractor.

Background

The Oregon Medical Board, established in 1889, is responsible for licensure and regulation of the professions of medical doctor (MD), doctor of osteopathic medicine (DO), podiatric physician (DPM), physician associate (PA), and licensed acupuncturist (LAc).

More information about the Oregon Medical Board may be obtained by visiting our website at www.oregon.gov/omb.

Proposals

All procurement documents are attached.

Questions and requests for clarifications regarding the work to be performed must be submitted via email to Contracts@omb.oregon.gov, by 5:00pm on July 13th, 2026. Official answers and clarification

will be provided in writing, via email, to all solicited Public Relations proposers. Any oral communications will be considered unofficial and non-binding.

Proposals must be received by the Board office **by 5:00pm on July 27th, 2026**. You must submit your proposal via email to Contracts@omb.oregon.gov.

Please ensure all emails include the subject "Proposal for OMB Public Relations Contractor".

Each proposal is limited to a one-page cover letter and twenty (20) pages. Any pages in excess of the 20-page limit will not be reviewed.

Each Proposer shall complete the attached Public Relations Proposal Form and submit it with their proposal. The Public Relations Proposal Form does not count toward the 20-page proposal limitation.

Per Exhibit A – Public Relations Statement of Work, please have the following elements clearly identified within your Proposal:

❖ Part 1: General Experience and Approach (worth 30 points total)

- Your ability to access legislators of either party in the House and Senate.
- The elements of your editorial and media strategy.
- Your knowledge in formulating a public relations strategy.
- Your skills in coalition building.
- Qualifications of all key personnel

❖ Part 2: 2027 and 2028 Sessions (worth 50 points total)

- Your ability to formulate a legislative strategy.
- Your skills in monitoring bills and keeping your client informed.
- Your skills in lobbying and bill monitoring.
- The elements of a session wrap-up report.

❖ Part 3: Other (worth 20 points total)

- Monthly fees (under contract two years, approximately 12/1/26 – 11/30/28, subject to funds availability).
- A list of your current clients (please label this as a trade secret if you wish this to be held in confidence).

Label any confidential material submitted as part of your proposal as a trade secret.

References

In addition to the submitted materials, the OMB requires exactly three (3) professional references. (See Public Relations Proposal Form, attached separately). The OMB will contact references, and their feedback is worth a cumulative 25 points. If the OMB is unable to obtain feedback from any of the references provided, the Proposer will be disqualified for this award.

Interviews

The OMB reserves the right to interview the top 2-3 candidates. Interviews will be held at the OMB office, date to be determined. Interviews will be worth a total of 25 points. A failure to schedule an interview or appear for an interview will result in automatic disqualifications for this award.

Additional Information

The awarded Proposer shall enter into an Oregon state personal services contract. A draft of the contract is attached to this RFP. All Proposers must be registered to do Business in Oregon at the time of contract award and throughout the duration of the contract.

Each Proposer must have 5 or more years of relevant experience and have worked with Government Agencies in the past 5 years.

All pricing must be good for sixty (60) days after the closing of this procurement and will be good for the lifetime of the contract.

Amendments

The Board reserves the right to amend this solicitation. All amendments will be issued to all bidders. The Board may cancel the procurement or reject any or all proposals in accordance with ORS 279B.100.

The Board reserves the right to amend the Contract for Anticipated and Unanticipated Amendments. Anticipated amendments include but are not limited to amendments for additional work or time required if legislative sessions are extended or if there is an unforeseen increase in special sessions; and for changes in terms, conditions, price or type of work. The Contract may be amended to delete services or to add any services that are within the scope of services as specified. The terms of the Contract shall not be waived, altered, modified, supplemented or amended, in any manner whatsoever, except by written amendment signed by all parties and for which all necessary State of Oregon approvals have been obtained.

Protests

Adversely affected or aggrieved Proposers shall have seven (7) calendar days from the date of the Intent-to-Award Announcement within which to file a written protest. Protests submitted after that date will not be accepted. Protests must specify the grounds upon which the protest is based (Refer to OAR 137-047-0740). The OMB will respond in writing to properly-filed intent-to-award protests. However, any response provided by the OMB is not intended to, and shall not in and of itself, constitute confirmation that the Proposer is, in fact, adversely affected or aggrieved, and therefore entitled to protest an intent to award. After expiration of the seven (7) calendar-day file review and intent-to-award protest period, and resolution of all protests, the OMB will proceed with final award.

Sincerely,

Chris Hargett, Contracts Coordinator OPBC #2770
Oregon Medical Board