

REQUEST FOR PROPOSAL ("RFP") #2026-019835

Program Development and Marketing Support Services for Marine Energy: PacWave and PMEC

ISSUE DATE: September 5, 2025

NON-MANDATORY PRE-PROPOSAL
CONFERENCE:
September 11, 2025, at 2:00 PM Pacific
Time (PT) via Zoom

RFP DUE DATE/TIME:
October 7, 2025 at 10:00 AM Pacific Time
(PT) via electronic submission to
bids@oregonstate.edu

QUESTION DEADLINE: September 18, 2025 at 2:00 PM Pacific Time (PT)

CONTRACT ADMINISTRATOR:

Ben Baggett, PacWave Contract Officer Construction Contracts Administration Oregon State University 644 SW 13th Street Corvallis, OR 97333

Email:

 $\underline{construction contracts@oregon state.edu}$

APPEALS:

Hanna Emerson, Chief Procurement Officer Procurement, Contracts and Material Management Oregon State University 644 SW 13th Street Corvallis, OR 97333

Email:

hanna.emerson@oregonstate.edu

It is the Offeror's responsibility to continue to monitor the OSU Business and Bid Opportunities website for Addenda. Failure to acknowledge any Addenda in the Transmittal Letter may cause your Proposal to be considered non-responsive.

OSU standards and policies govern this solicitation (<u>Procurement Thresholds and Methods</u>, <u>Procurement Solicitations and Contracts</u>) unless otherwise referenced or stated.

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1.0 INTRODUCTION

1.1 Oregon State University ("OSU" and/or "Owner") is conducting a competitive **ONE OR TWO-STEP**Request for Proposal ("RFP") process to retain one firm to provide program development and marketing support services related to marine energy activities for engagement with the U.S.
Federal Government, the National Laboratories, technology developers, utilities, international partners and other interested parties. The goal will be to strengthen ties between OSU and the above mentioned entities to foster and improve relationships and position OSU for future federal funding opportunities.

This effort would support both the Pacific Marine Energy Center ("PMEC"), www.pmec.us, a collaborative research center, and PacWave, a open ocean, wave energy test facility off the coast of Newport, Oregon, www.pacwaveenergy.org.

OSU WILL ONLY BE ACCEPTING SEALED RESPONSES ELECTRONICALLY - Responses are to be submitted to bids@oregonstate.edu by the Due Date/Time.

VIRTUAL NON-MANDATORY PRE-PROPOSAL CONFERENCE- A virtual ≠Non-Mandatory Pre-Proposal Conference will be held on 2:00 PM PT on September 18, 2025 via Zoom. Firms wishing to attend shall e-mail constructioncontracts@oregonstate.edu no later than 30 minutes in advance to receive the Zoom link. The email subject line should contain the Solicitation Number/Name and Firm Name.

All questions shall be submitted via e-mail to constructioncontracts@oregonstate.edu by the Question Deadline to be addressed. The email subject line should contain the Solicitation Number/Name and Firm Name.

1.2 Background

Pacific Marine Energy Center (PMEC)

OSU, along with the University of Washington and the University of Alaska – Fairbanks, co-manage the Pacific Marine Energy Center. Designated as a U.S. Department of Energy ("DOE") National Marine Renewable Energy Center in 2009, PMEC is an internationally recognized leader in efforts to commercialize the marine energy industry through research, development and testing support activities.

The PMEC team works closely with technology developers, regulatory and resource agencies, and community stakeholders to advance the marine energy industry. Faculty and students collaborate with developers on specific device related projects, communities on outreach initiatives, and the broader marine industry to conduct sector-wide research. Device developers rely on the PMEC test facilities to prove and develop their technologies; while PMEC faculty and staff are recognized by the regulatory and resource agencies as experts in multi-faceted aspects of various technologies. PMEC students are sought after by a variety of entities, including industry, government labs and funding agencies.

PMEC's programmatic strength is derived from its ability to conduct both fundamental research and physical/numerical testing in an iterative and integrated manner for wave, current and offshore wind energy. PMEC's world-class test facilities include the Large Wave Flume and

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Directional Wave Basin at O.H. Hinsdale Wave Research Laboratory, the Wallace Energy Systems and Renewables Facility, the Robotic Decision Making Laboratory, the Hatfield Marine Science Center, and PacWave.

PacWave

OSU has been developing PacWave, an offshore wave energy test facility near Newport, Oregon, since 2011. The project is designed to provide comprehensive support for testing, research and development, demonstrations, and deployments of wave energy converters (WECs) and other emerging marine technologies. In 2012, OSU launched PacWave North, a non-grid-connected test site, and in early 2025 completed PacWave South—the nation's first grid-connected, pre-permitted wave energy test facility. Collectively referred to as the PacWave, this facility is supported by DOE's Office of Energy Efficiency and Renewable Energy (Water Power Program Award Number DE-EE0007899), the State of Oregon, and other public and private partners. PacWave offers testing clients access through formal deployment agreements for both cabled and non-cabled systems.

One of only a handful of such facilities worldwide, PacWave accelerates the advancement of wave energy from early-stage ocean trials to full-scale demonstrations ready for commercialization. It serves as both an integrated testing hub and a training ground for the future marine energy workforce. The facility directly supports the mission of DOE's Water Power Technologies Office by enabling the development of innovative marine energy systems that can become cost-competitive with other electricity sources while also opening new off-grid market opportunities. PacWave provides a unique environment where researchers and developers can validate concepts, demonstrate performance, and assess pathways for cost reduction.

1.3 Oregon State University

Oregon State University in Corvallis, Oregon is located within the traditional homelands of the Mary's River or Ampinefu Band of Kalapuya. Following the Willamette Valley Treaty of 1855 (Kalapuya etc. Treaty), Kalapuya people were forcibly removed to reservations in Western Oregon. Today, living descendants of these people are a part of the Confederated Tribes of Grand Ronde Community of Oregon (https://www.grandronde.org) and the Confederated Tribes of the Siletz Indians (https://ctsi.nsn.us).

Founded in 1868 as Oregon's land grant institution, OSU serves the state, the nation and the world as a premier 21st-century research university. OSU is committed to exceptional research, discovery, innovation and engagement — and to integrating its research and engagement mission with the delivery of a high-quality, globally relevant and affordable education for the people of Oregon and beyond. OSU is one of only two land, sea, space and sun grant universities in the U.S. and is the only university in Oregon to have earned both Carnegie Classifications for Very High Research Activity and Community Engagement.

The university's 570-acre main campus is located in the city of Corvallis, a vibrant college town of nearly 58,000 in the heart of Western Oregon's Willamette Valley. Corvallis consistently ranks among the safest, most highly educated and greenest small cities in the nation.

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1.4 U.S. Department of Energy Funding Agreement Terms

PacWave is supported by DOE's Office of Energy Efficiency and Renewable Energy (under the Water Power Program Award Number DE-EE0007899) and must comply with the terms of this Program Award ("Funding Agreement"). Copies of the *Water Power Program Award Number DE-EE0007899* ("Grant Agreement") are available by request to the Administrative Contact.

Agency Approval prior to Expenditure

The Funding Agreement requires that DOE must first review and approve any proposals prior to expenditure of funds. OSU reserves the right to rescind any proposal that the funding agency determines is not approved for expenditure.

Unallowable Expenditures

Term 12 'Lobbying' of the Funding Agreement between Oregon State University and the funding Agency, DOE.

Compliance with Term 12 'Lobbying' includes OSU reviewing invoice submissions for any activities in violation of Term 12. OSU will ensure compliance by rejecting payment on any such invoiced activities in violation of Term 12. Term 12 'Lobbying' of the Grant Agreement states the following:

None of the funds obligated on the Award shall be expended, directly or indirectly, to influence congressional action on any legislation or appropriation matters pending before Congress, other than to communicate to Members of Congress as described in 18 U.S.C. § 1913. This restriction is in addition to those prescribed elsewhere in statute and regulation.

1.5 Scope of Services.

Specifically, OSU requires support in the following areas "Scope of Work:"

- Task 1: Program Development Support OSU to develop a strategy related to securing additional federal funding to support future PMEC and PacWave activities.
- Task 2: Marketing Strategies Provide guidance on future federal marketing strategies for PMEC and PacWave activities.
- Task 3: Industry Outreach Work to build future collaborations between PMEC/PacWave and marine energy technology companies. Communications with private sector wave/tidal energy technology developers, the U.S. Navy, and National Lab staff to market OSU PMEC research, device testing capabilities, and workforce development.
- Task 4: Funding Recommendations related to ongoing and emerging efforts to secure dedicated research and center funding. Provide guidance on future funding announcements that would potentially support PMEC and PacWave activities.
- Task 5: Teaming Opportunities Advise on strategies to engage the federal entities and broaden funding support for PMEC and PacWave. Provide recommendations on potential partnering options for future funding opportunities, including with the National Labs.
- Task 6: Federal Contracting Provide guidance on potential contracting and cost share issues related to future funding opportunities.
- Task 7: General Policy Support Provide recommendations on evolving policy language in marine energy related legislation.

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Deliverables:

- Bi-weekly telephone calls: minimum one call per month with PMEC team and one call per month with PacWave team.
- Quarterly reports detailing activity
- Attend in-person meetings: Attend four in-person meetings annually, typically two in Oregon and two in Washington, D.C., with the option to hold some meetings at other mutually agreed locations.
- Other deliverables as mutually agreed to (through contract amendment)

1.6 Schedule

Work is expected to commence on or after November 3, 2025 and last one year with the option to extend for additional 1-year intervals up to 3 additional years per the contract terms and conditions.

1.7 Budget (Reserved)

2.0 PROCUREMENT SCHEDULE

Issue Date September, 5 2025

Non-Mandatory Pre-Proposal Conference (via Zoom) September, 11 2025 2:00 PM PT

Question Deadline September, 18 2025 2:00 PM PT

Final Addendum Issuance (if necessary)

By September, 22 2025

Proposal Due Date/Time October, 7 2025 10:00 AM PT

The following dates are tentative and subject to change without notice:

Estimated notification of finalists (If Applicable)

October, 14 2025 10:00 AM PT

Presentations/Interviews (If applicable) Week of October, 20 2025

Notice of Intent to Award

Estimated Contract execution

Estimated Notice to Proceed

By October, 22 2025

By November, 3 2025

OSU will make every effort to adhere to the above schedule. It is however, subject to change.

3.0 QUESTIONS, SOLICITATION REVISION REQUESTS, CHANGE OR MODIFICATION, APPEALS

3.1 Questions

3.1.1 All questions and contacts with OSU regarding any information in this RFP must be addressed in writing via email to constructioncontracts@oregonstate.edu no later than the **Question Deadline** as stated in Section 2.0. If an offeror is unclear about *any* information

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contained in this document or its exhibits (Project, scope, etc.), they are urged to submit those questions for formal clarification.

3.2 Solicitation Process Revision Requests

- **3.2.1** Offerors may submit a written request for change of particular solicitation process provisions to the **Chief Procurement Officer** at the address or email listed in this document. Such requests for change shall be received no later than the **Question Deadline** listed above.
- **3.2.2** Such requests for change shall include the reasons for the request and any proposed changes to the solicitation process provisions.

3.3 Change or Modification

- 3.3.1 Any change or modification provided by the Owner for this RFP or the documents included as exhibits to this RFP shall be made by a duly issued Addendum made available to all firms on the OSU Business and Bid Opportunities website. It is the responsibility of each Offeror to visit the website and download any addenda. No information received in any manner different than as described herein shall serve to change the RFP in any way, regardless of the source of the information.
- **3.3.2** OSU will not be responsible for any other explanation or interpretation of this RFP or the documents included as exhibits to this RFP.

3.4. Appeals

3.4.1 Appeals related to the OSU solicitation process and award decisions and actions shall be pursuant to OSU Standards (<u>Procurement Thresholds and Methods, Procurement Solicitations and Contracts</u>). All written appeals must be delivered to the Chief Procurement Officer, at the address given in this RFP.

4.0 PUBLIC RECORD

- 4.1 OSU will retain an electronic copy of this RFP and one electronic copy of each response received, together with electronic copies of all documents pertaining to the award of a contract. These documents will be made a part of a file or record, which shall be open to public inspection after OSU has announced its intent to award a contract. If a response contains any information that is considered a trade secret under ORS 192.345(2), you must mark each trade secret with the following legend: "This data constitutes a trade secret under ORS 192.345(2), and shall not be disclosed except in accordance with the Oregon Public Records Law, ORS Chapter 192."
- 4.2 The Oregon Public Records Law exempts from disclosure only bona fide trade secrets, and the exemption from disclosure applies only "unless the public interest requires disclosure in the particular instance."
 - **4.2.1** Therefore, non-disclosure of documents or any portion of a document submitted as part of a Proposal may depend upon official or judicial determination made pursuant to the Public Records Law.

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4.3 In order to facilitate public inspection of the non-confidential portion of the response, material designated as confidential shall accompany the response, but shall be readily separable from it. Prices, makes, model or catalog numbers of items offered, scheduled delivery dates, and terms of payment shall be publicly available regardless of any designation to the contrary. Any Proposal marked as a trade secret in its entirety may be considered non-responsive and be rejected.

5.0 FORM OF AGREEMENT

A Sample CONSULTANT Contract is included as an exhibit and contains contract terms and conditions applicable to the work. The sample contract may contain certain notes or alternative provisions. Those alternative provisions will be included at the sole discretion of OSU.

6.0 INSTRUCTIONS TO OFFERORS

6.1 Summary of Work

The Work contemplated in this document shall be for OSU in connection with the Project described in Section **1.0** of this document.

6.2 Pre-Proposal Conference

- **6.2.1** The Pre-Proposal Conference will be administered virtually via Zoom. Proposers <u>must</u> contact the **Contract Administrator** to request virtual Conference access. This request must occur no later than thirty (30) minutes prior to the meeting time, as stated in this RFP.
- **6.2.2** No statement made by any officer, agent, or employee of OSU in relation to the physical conditions pertaining to the Work site will be binding on OSU, unless included in writing in the documents included as exhibits to this RFP or an Addendum.
- **6.2.3** Date and Time of the Pre-Proposal Conference are located on the cover sheet of this RFP.

6.3 Response Submission

- 6.3.1 Submit one (1) electronic version via email to be received by the Due Date/Time listed in this document to bids@oregonstate.edu as stated in this RFP. Electronic versions must be sized appropriately for transfer (under 10 mb).
- 6.3.2 All responses must be received by OSU before the Due Date/Time. OSU's official clock shall prevail in any time conflict. Any response received after the Due Date/Time will be rejected and will be retained and made part of OSU's archive records in accordance with OSU Standards.

6.4 Response Submission Requirements

6.4.1 Your response must be contained in a document not to exceed twenty (20) single sided pages including pictures, charts, graphs, tables and text you deem appropriate to be part of OSU's review of your Proposal. Resumes of key individuals proposed to be involved in this Project are exempted from the page limit and must be appended to the end of your response. No supplemental information to the page limit will be allowed. Appended resumes of the proposed key individuals, along with a Transmittal letter, table of contents, front and back

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covers, references, exceptions and blank section dividers will not be counted in the page limit.

6.4.2 Your response must follow the format outlined below and include a Transmittal/Cover Letter signed by an officer of your firm(s) with the authority to commit the firm(s) and must also acknowledge receipt of all addenda. <u>Include an email address</u> for communication purposes.

6.4.3 RESERVED

- 6.4.4 The electronic response should be **should be sized appropriately for transfer (under 10 MB)** and formatted with page size of **8 ½ x 11 inches** with no fold-outs (except for any large format documents required by evaluation criteria). The basic text information of the response should be presented in standard business font size, and reasonable margins.
- **6.4.5** OSU may reject any response not in compliance with all applicable OSU solicitation procedures and requirements, and may cancel this solicitation or reject for good cause, all Proposals upon a finding by OSU that it is in the public interest to do so.
- **6.4.6** Note that throughout this procurement process, OSU will not accept responses that require OSU to pay the cost of production or delivery.
- **6.4.7** Telephone and facsimile transmitted **responses will not be accepted**. Proposals received *after* the Due Date/Time **will not be considered**.
- 6.4.8 Each response shall be emailed to bids@oregonstate.edu. Responses must be received by the date/time and in the format specified herein. The email line should contain the Solicitation Number/Name and Firm Name. Only those responses received at this email address by the Due Date/Time shall be considered responsive. Responses submitted directly to the Contract Administrator will NOT be considered responsive. It is highly recommended that the offeror confirms receipt of the email with the Contract Administrator. The Contract Administrator or designee may open the email to confirm receipt but will NOT verify the integrity of the attachment(s), answer questions related to the content of the response, or address the overall responsiveness.

6.5 Acceptance or Rejection of Solicitation Responses by OSU

- **6.5.1** The procedures for Contract awards shall be in compliance with the provisions of OSU standards and policies adopted by OSU.
- 6.5.2 OSU reserves the right to reject any or all responses and to waive minor informalities in compliance with the provisions of OSU standards and policies adopted by OSU.

6.6 Withdrawal of Solicitation Response

- **6.6.1** At any time prior to the Due Date/Time, an Offeror may withdraw its response in accordance with OSU Standards. This will not preclude the submission of another response by such Offeror prior to the Due Date/Time.
- **6.6.2** After the Due Date/Time, Offerors are prohibited from withdrawing their response, except as

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provided by OSU Standards.

6.7 Evaluation Process

The written response to this RFP is the first in a **potential** two-step process in the selection of a firm for this Project. The responses to this RFP will be evaluated by a selection committee with the top scoring firms being invited to advance to further evaluation steps including virtual Proprietary Discussions and Presentations/Interviews should the committee determine they are necessary.

Presentations/Interviews will include a **twenty (20) minute** presentation period, immediately followed by a separate **thirty (25) minute** Q&A session.

After all of the Presentations/Interviews are completed, the members of the selection committee will discuss the strengths and weaknesses of the finalists. The members of the selection committee will then score the finalists based on all information received, presented and heard during the Presentations/Interviews. Optional Reference Checks may also be undertaken to aid in final scoring. Upon completion of final scoring, negotiations may commence with all Offerors submitting responsive proposals or all Offerors in the competitive threshold.

Final scoring of the Presentations/Interviews and Reference Checks (if applicable) will be **separate** and not cumulative from the short-listing.

6.8 Evaluation Criteria

The following items constitute the evaluation criteria for the selection committee to score responses. For ease in reviewing, provide tabs keyed to each of the following criteria:

6.8.1 Experience and Capabilities (30 points)

Provide information about your proposed team's experience and capabilities performing similar services as described in this RFP, including details and discussion on your success in program development, program marketing, and securing opportunities for federal funding consistent with the scope of this RFP.

Provide a brief summary of three or more successful endeavors similar to that described in this RFP, that your proposed team has completed or are currently contracted to complete, including methods of approach and timelines. Include details specific to your success in the marine energy space, including any examples representing Oregon or the west coast region of the United States. Identify clients you have served in the west coast region.

Describe your experience in engaging Oregon elected officials, U.S. Congress, including any members and staff on committees of jurisdiction, industry, and US Department of Energy national laboratories, consistent with the work described in the Scope of this RFP.

6.8.2 Qualifications (25 Points)

Provide a brief description of your proposed team and their overall qualifications related to the description of services sought in this RFP. Provide an organization chart with names, title, and job classification of personnel and identify key personnel, along with

subconsultant's key personnel as applicable, to be assigned to the Scope in this Project. Please provide percentage of time allocated for each team member assigned. Include proposed key personnel's CV or resumes including their project experience and identify their roles in scopes of work similar to the scope in this RFP. If different personnel are to be involved for different aspect of the RFP scope of work, those personnel shall be listed separately. Indicate current availability and proposed percentage of involvement for this Scope and whether the proposed team has worked together on previous projects.

6.8.3 Firm Background and Description (20 Points)

Provide a brief description of your firm. Include an organizational chart. List the projects your firm is currently contracted for and at what stage you are in terms of completion.

6.8.4 Workplan and Staff Availability (10 Points)

Provide a proposed work plan and schedule for accomplishing the multiple projects that is achievable by your firm's staffing availability. Confirm the availability of the team members to work on multiple roof designs simultaneously for the duration of the project.

6.8.5 Workforce Diversity Plan (15 Points)

- (a) Provide a description and identification of Minority Business Enterprise (MBE), Women Business Enterprise (WBE), Emerging Small Business (ESB), or Disabled Service Veterans (DSV) certifications for your team and a description of your nondiscrimination practices. Provide historical information on MBE, WBE, ESB, or DSV Joint Ventures, subcontracting or mentoring plan, and utilization history for projects completed by your firm within the past three (3) years.
- (b) Provide a narrative description of your current workforce diversity program/plan, and the plan for obtaining subcontracting, consulting, and supplier diversity for this Project. Include a description of the outreach program or plan, including a schedule of events and specific steps that will be taken to maximize broad based and inclusive participation and the plan to provide mentoring, technical or other business development services to subcontractors/subconsultants needing or requesting such services.

The Offeror must perform the Work according to the means and methods described in the workforce plan described in its response, unless changes are requested and approved in writing in advance by OSU or are required by applicable laws, ordinances, codes, regulations, rules or standards.

6.9 Point Summary Table

Criteria	Point Value
Experience and Capabilities	30 Points
Qualifications	25 Points
Firm Background and Description	20 Points

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Workplan and Staff Availability	10 Points
Workforce Diversity Plan	15 Points
Total Points	100 Points

6.10 Optional Presentation and Interview, or Other Optional Evaluation Processes and Reference Checks

6.10.1 Presentation and Interview (60 Points)

OR

6.10.2 Other Optional Evaluation Process (50 Points)

AND

6.10.3 Reference Checks (10 Points)

In addition to responding to the evaluation criteria above, *all Offerors* (not just finalists) *must* provide the names, addresses, phone numbers and e-mail addresses of three (3) references. Do not include references from any firms or individuals included in your consulting team for this Proposal or any OSU personnel. OSU may check with these references and with other references associated with past work of your firm.

OSU *may* check with these references or other references associated with past work of your firm.

6.11 Equity Contracting

OSU will require the successful Offeror to comply with OSU Standards, policies, rules and procedures requiring good faith efforts in subcontracting with minority, women, emerging small business or service-disabled veteran owned business enterprises.

6.12 Negotiations

6.12.1 If OSU and the Apparent Successful Offeror are unable to reach agreement on contract terms and conditions, OSU may cease negotiations with the Apparent Successful Offeror and enter negotiations with the next highest scoring Offeror, etc.

7.0 MISCELLANEOUS

7.1 Financial Responsibility

7.1.1 OSU reserves the right to investigate, at any time prior to execution of the contract, the Offerors financial responsibility to perform the anticipated services.

Submission of a response will constitute approval for OSU to obtain any credit report information OSU deems necessary to conduct the evaluation. OSU will notify Offerors, in writing, of any other documentation required, which may include, but need not be limited to: recent profit-and-loss history; current balance statements; assets-to-liabilities ratio, including number and amount of secured versus unsecured creditor claims; availability of

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short and long-term financing; bonding capacity and credit information. Failure to promptly provide this information may result in rejection of the response.

7.1.2 OSU may postpone the selection of finalists or execution of a contract in order to complete its investigation and evaluation. Failure of a firm to demonstrate financial responsibility may render it non-responsible and constitute grounds for rejection.

7.2 Project Termination

7.2.1 OSU reserves the right to terminate the Project or contract during any phase in the Project.

7.3 Insurance Provisions

During the term of the resulting contract, the awardee will be required to maintain in full force, at its own expense, from insurance companies authorized to transact the business of insurance in the state of Oregon, each insurance coverage/policy as set forth in the contract.

7.4 Nondiscrimination

By submission of a response, the Offeror certifies under penalty of perjury that the Offeror will not discriminate against minority, women, emerging small business or service-disabled veteran owned business enterprises in obtaining any required subcontracts.

7.5 AA/EEO Employer

OSU is an AA/EEO employer.

7.6 Compliance with Applicable Law

Offeror agrees to comply with all federal, state, county, and local laws, ordinances, and regulations as well as all applicable OSU Standards and Policies while on campus.

- **7.6.1 Smoke and Tobacco Free Campus.** Owner's grounds and premises are smoke and tobacco free. Contractor and Contractor's employees, agents, Subcontractors, if any, agree not to smoke or use tobacco products while on Owner property.
- **7.6.2 Sexual Misconduct Policy.** OSU has policies that prohibit sexual misconduct against members of the university community and in keeping with those policies Contractor and Contractor's employees, agents, and Subcontractors are prohibited from engaging in sexual misconduct against members of the university community.
- **7.6.3 Firearms Policy.** The Owner has adopted a policy that prohibits Contractor and Contractor's employees, agents and Subcontractors from possessing firearms on Owner's property.

7.7 Background Checks (Reserved).

7.8 Communication Blackout

Notwithstanding the Pre-Proposal Conference, Presentation/Interview and Proprietary Meeting (as applicable), all communication, whether written or verbal, regarding any aspect of this RFP shall be directed at the Contract Administrator, the Chief Procurement Officer or designated member of Procurement, Contracts, and Materials Management (PCMM). Proposers are strictly prohibited from communicating with any other OSU employee, agent, or representative concerning the

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content, evaluation, or process of this RFP at any time during the solicitation process. Any such unauthorized communication may result in rejection of the Proposal as non-responsive.

7.9 Execution of Agreement

- **7.9.1** The Offeror shall be required to execute the Contract as provided, within any time period provided in an award notification. The Contract Documents shall be delivered to OSU in the manner stated in an award notification.
- **7.9.2 Work Commencement.** Work shall commence upon execution of a Contract with the selected Offeror unless otherwise stated in the award notification or Contract.
- 7.10 Reserved

8.0 RESERVED

Exhibit 1 – Sample Consultant Contract

END OF RFP

RFP No. 2026-019835 – Program Development and Marketing Support Services for Marine Energy: PacWave and PMEC

Due Date/Time: 10/08/2025 at 10:00 AM Pacific Time

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Exhibit 1 – Sample Consultant Contract