

State of Oregon



Oregon Housing and Community Services Department

REQUEST FOR INFORMATION (RFI)

RFI Number: 7386-22

Oregon Buys Number: S-91400-00004608

Seeking Information About:

**Manufactured Housing Pricing**

**Date of Issue: October 6, 2022**

**Responses Due Date/Time: October 27, 2022, at 3:00 p.m. PST**

Issuing Office: Oregon Housing and Community Services Department

Single Point of Contact: Alisha Schultz, Senior Procurement Specialist

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Please review the attached RFI. If you are interested in submitting information, you may send your response to the RFI to [OHCS.Contracts@hcs.oregon.gov](mailto:OHCS.Contracts@hcs.oregon.gov) by the Responses Due Date/Time.

## **1.0 Introduction**

The State of Oregon acting through its Oregon Housing and Community Services Department (OHCS) is issuing this Request for Information (RFI) to solicit pricing information based on the examples in section 3.0 Objectives and section 4.0 Specifications of this RFI.

In order to assess the best way to approach such a scope, OHCS is seeking responses from manufactured housing manufacturers or manufactured housing brokers.

**Responses to this RFI will assist in identifying market pricing of manufactured housing based on a manufactured housing specification attached to this RFI as Exhibit B.**

## **2.0 Background**

In recent years Oregon has seen wildfires ravage communities throughout the State of Oregon causing many of our citizens to become displaced and even homeless. To assist Oregon citizens recovery from such losses, OHCS has developed a new Disaster Recovery and Resilience (DRR) group. DRR, in partnership with non-profit organizations, local, county and State partners, will not only help those citizens who have suffered loss but will also help revitalize communities by providing grant funding for land acquisition and rebuilding efforts as well as housing replacement in the form of modular and manufactured housing.

## **3.0 Objectives**

The objective of this RFI is to:

Gather market pricing data for manufactured housing based on manufactured housing specifications developed by OHCS.

Example:

Per Unit:

Singlewide, 2bedroom, 1 bath

Doublewide, 3bedroom, 2 bath

Bulk Pricing:

Singlewide, 2bedroom, 1 bath

Doublewide, 3bedroom, 2 bath

## **4.0 Specifications**

See Exhibit B (attached separately)

## **5.0 Responder Submission**

Responses should be succinct providing OHCS adequate information to determine cost of the manufactured housing units whether per unit breakdown or bulk pricing breakdown.

**Identify the RFI name and number. Responses must be emailed to [OHCS.Contracts@hcs.oregon.gov](mailto:OHCS.Contracts@hcs.oregon.gov) by the Responses Due Date/Time listed on page 1. Include your entity name and contact information.**

All responses and any accompanying documentation become the property of the State of Oregon, subject to the Oregon Public Records Law, and will not be returned.

OHCS will not be responsible for any error or omissions from downloading the RFI. The official RFI document is the one held at OHCS.

## **6.0 Costs and Fees**

All costs associated with Responder's preparation and submission to this RFI is the sole responsibility of the Responder and shall not be borne by OHCS or the State of Oregon.

## **7.0 General Process Information**

### **7.1 Schedule**

The following are key dates specific to this RFI:

RFI Issued	October 6, 2022
Questions for Clarification	October 14, 2022
Responses Due Date/Time	See page 1.

### **7.2 Questions**

All questions for clarification must be sent electronically to [OHCS.Contracts@hcs.oregon.gov](mailto:OHCS.Contracts@hcs.oregon.gov) by the deadline published in section 7.1 Schedule. Reference the RFI name and number.

### **7.3 Responder Participation**

This RFI will not result in an RFP. Responses provided to this RFI will be used only for general information purposes and will not be considered binding on any party. Responses provided to this RFI will also not have any impact on any RFP selection process.

Submission of a response to the RFI does not constitute an agreement between the State of Oregon and the Respondent, nor does it secure or imply that Respondent will be selected or given any preferential access or availability to future funding opportunities that may arise as a result of this RFI.

## **8.0 Public Record/Confidential or Proprietary Information**

Responses to this RFI will be kept by OHCS and made a part of a file or record that may be open to public inspection. If an RFI response contains any information that is considered a trade secret under ORS 192.501(2), or is otherwise exempt from disclosure under the Oregon Public Records Law, ORS 192.410 through 192.505, if applicable, Responder must complete and submit the Affidavit of Trade Secret (Attachment A to this RFI) and a fully redacted version of its response, clearly identified as the redacted version.

If applicable, the Oregon Public Records Law exempts from disclosure only bona fide trade secrets, and some exemptions from disclosure apply only "unless the public interest requires disclosure in the particular instance." Therefore, non-disclosure of documents or any portion of a document submitted as part of a response to this RFI may depend upon official or judicial determinations made pursuant to the Oregon Public Records Laws and requirements. If applicable, OHCS may give Responder notice of any required disclosure and cooperate with Responder, at Responder's expense,

in seeking reasonable protective arrangements. However, OHCS will not be required to act in a manner which would result in any sanctions or other penalties.

Responders are cautioned that cost information generally is not considered a trade secret under Oregon Public Records Law (ORS 192.410 through 192.505) and identifying the submission, in whole, as exempt from disclosure is not acceptable.

**Attachment A – AFFIDAVIT OF TRADE SECRET**

\_\_\_\_\_  
(Affiant), being first duly sworn under oath, and representing [insert Responder's Name] (hereafter "Responder"), hereby deposes and swears or affirms under penalty of perjury that:

1. I am an employee of the Responder, I have knowledge of the Request for Information (RFI) referenced herein, and I have full authority from the Responder to submit this affidavit and accept the responsibilities stated herein.
2. I am aware that the Responder has submitted a submission, dated on or about [insert date] (the "Submission"), to OHCS in response to RFI #7386-22 for Manufactured Housing Pricing and I am familiar with the contents of the RFI and Submission.
3. I have read and am familiar with the provisions of Oregon's Public Records Law, Oregon Revised Statutes ("ORS") 192.410 through 192.505, and the Uniform Trade Secrets Act as adopted by the State of Oregon, which is set forth in ORS 646.461 through ORS 646.475. I understand that the Submission is a public record held by a public body and is subject to disclosure under the Oregon Public Records Law unless specifically exempt from disclosure under that law.
4. I have reviewed the information contained in the Submission. The Responder believes the information listed in **Exhibit A** is exempt from public disclosure (collectively, the "Exempt Information"), which is incorporated herein by this reference. It is my opinion that the Exempt Information constitutes "Trade Secrets" under either the Oregon Public Records Law or the Uniform Trade Secrets Act as adopted in Oregon because that information is either:
  - A. A formula, plan, pattern, process, tool, mechanism, compound, procedure, production data, or compilation of information that:
    - i. is not patented,
    - ii. is known only to certain individuals within the Responder's organization and that is used in a business the Responder conducts,
    - iii. has actual or potential commercial value, and
    - iv. gives its user an opportunity to obtain a business advantage over competitors who do not know or use it. or
  - B. Information, including a drawing, cost data, customer list, formula, pattern, compilation, program, device, method, technique, or process that:
    - i. Derives independent economic value, actual or potential, from not being generally known to the public or to other persons who can obtain economic value from its disclosure or use; and
    - ii. Is the subject of efforts by the Responder that are reasonable under the circumstances to maintain its secrecy.
5. I understand that disclosure of the information referenced in Exhibit A may depend on official or judicial determinations made in accordance with the Public Records Law.

\_\_\_\_\_  
Affiant's Signature

State of \_\_\_\_\_)

)ss:

County of \_\_\_\_\_)

Signed and sworn to before me on \_\_\_\_\_ (date) by \_\_\_\_\_ (Affiant's name).

\_\_\_\_\_  
Notary Public for the State of \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**EXHIBIT A - AFFIDAVIT OF TRADE SECRET**

Responder identifies the following information as exempt from public disclosure:

[Insert if applicable]

## **Exhibit B- Specifications**

**Attached separately**