



Quinault Housing Authority

P.O. BOX 160 | Taholah, WA 98587
(360) 276-4320 | FAX (360) 276-4778 | 1-888-891-0017

Request for Proposals PROJECT FY21-02 Engineering Services

The Quinault Housing Authority is in need of engineering services for the construction of a helicopter-landing pad for medical helicopters. The contract will include the following scope of work:

- Design of the landing pad
- A cost estimate to build the pad
- Consultation for FAA permits
- Consultation on Environmental Assessment
- Project management, in conjunction with QHA staff, in all stages of the construction from bid process to final closeout

An engineer or firm may partner with another engineer if necessary for needed expertise. The firm that is contracted with QHA will be the lead firm and any additional engineers will be subcontractors of the lead engineer. If a partnership type arrangement is proposed, include the name of the firm and all principles in the firm in proposal.

Proposals shall be evaluated based on the following criteria

- **Experience** 60 Points
 - Include past experience working on this type of project
 - Give examples of any prior experience working with the Quinault Housing Authority or with the Quinault Indian Nation.
 - List all staff members that would be assigned to the project and their years of experience
- **Cost** 20 Points
 - Include a schedule of fees as well as an estimate of the total cost of engineering for the project
- **Indian Preference** 20 Points

- If asserting Indian Preference provide documentation proving that the firm is at least 51% owned and operated by an enrolled member of a federally recognized tribe.
- Include a statement of how you plan to provide for the hiring of Native Americans for the project.

Other applicable provisions

- The contractor selected will be required to obtain a Quinault Indian Nation Business License
- Valid Washington State Business License
- Commercial General Liability insurance
- Automobile Liability insurance
- Workers compensation
- Proposals must include a completed Form HUD 5369-C
- A W-9 must be provided at contract signing
- The contractor chosen will be required to file a Tribal Employment Rights Office (TERO) plan and will follow all TERO requirements; including hiring from the TERO hall and paying the TERO fee.

The Quinault Indian Nation has enacted a Tribal Employment Rights Office (TERO) ordinance governing Indian Preference and the QHA has adopted an Indian Preference policy, set forth in Section 3000.10 of the QHA Procurement Policy. To the greatest extent feasible, preference shall be given to Indian organizations and Indian owned economic enterprises in the award of all contracts.

1. An Indian owned economic enterprise or Indian organization is eligible for Indian Preference.
How to apply for Indian Preference; Submit a statement requesting preference along with the following; proof of eligible Indian Ownership (51% or greater); proof of Indian Tribal membership; and proof of certification by the Quinault Indian Nation TERO office as a bona fide Indian Contractor.

For questions or to arrange a site visit email or call; to submit proposals, email or mail to:

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Proposals are due no later than 10/21/2020 at 4:30pm