



Request for Proposal for Cusick Multi-Family Housing Project

PROJECT SUMMARY

The Kalispel Tribe of Indians (KTI) is requesting proposals for a new construction environmentally responsible Multifamily rental housing development project located in the Town of Cusick, WA. The multi-family housing project will build at least two (2) three-bedroom units (1500 square feet each) at 515 Monumental Way (443330530039) and a fourplex containing four (4) two-bedroom units (1000 square feet each) at 412 Monumental Way (443330540026, 443330540027, 443330540028).

SUBMISSION REQUIREMENTS

1. Mail, email, or hand deliver five (5) original copies of your response proposals to:

Kalispel Tribe of Indians
Attn: Planning Department
PO Box 39
Usk, WA 99180

Please contact Ms. Madi Casto for the full Request for Proposal and any questions at:

Ms. Madi Casto
Associate Planner
mcasto@kalispeltribe.com
509-447-7187.

2. Responses to the RFP must be received on or before **5:00 pm (PST), Thursday February 11, 2021**. **Late** applications will **NOT BE ACCEPTED**. All proposals become the property of the Kalispel Tribe and will not be returned.
3. All respondents will be contracted with a final decision on their RFP by **Thursday February 25, 2021**.
Request for Proposal Schedule:
 - a. RFP Issue Date Monday, January 11, 2021
 - b. RFP Questions Due Date Thursday, January 21, 2021
 - c. Response to Questions Monday, February 1, 2021
 - d. RFP Submission Date Thursday, February 11, 2021
 - e. Staff Recommendation Date Thursday, February 18, 2021
 - f. Final approval date Thursday, February 25, 2021

GENERAL PURPOSE INFORMATION

1. Application should submit a cover letter that includes Applicants agency/firm, address, telephone number, name of contact person, date, and title of the RFP. The cover page should also include the name

of the owner/developer, executive director, or highest-level official indication authorization of the agency for approval of participation.

2. Proposer must have a valid Washington State General Contractors License
3. Proposer must have valid insurance and bonding requirements.

GENERAL TERMS AND CONDITIONS

1. KTI reserves the right to reject all proposals received as a result of this RFP. If a proposal is selected, it will be the most advantageous regarding price, quality of service, the Contractors qualifications, and capabilities to provide the specified service and consider proposals for modifications at any time before a contract would be awarded, and negotiations would be undertaken with that Contractor whose proposal is deemed to best meet the KTI needs.
2. KTI reserves the right to reject any or all proposals, to waive or not waive informalities or irregularities in the proposal procedures, and to accept or further negotiate cost, terms, or conditions of any proposal determined by KTI to be in best interests of KTI even though not the lowest proposal.
3. Proposals must be signed by an official authorized to bind the Contractor to its provisions for at least a period of 30 days. Failure of the successful proposer to accept the obligation of the contract may result in the cancellation of any award.
4. All qualifications submitted in response to this RFP, meeting attendance and visits to the Kalispel Tribe Reservation Cusick/Usk area must be at the sole expense of the Contractor, whether any agreement is signed as a result of this RFP.

QUALIFICATIONS

1. Minimum Qualifications:

- a. Proposer must hold a valid Washington State General Contractors license
- b. Proposer must submit a proposal that demonstrates and provides evidence that the proposer has the capabilities, professional expertise, and experience to perform the professional services described in this RFP.

2. Form of Contract:

TBD after award.

3. Proposal Contract and Submission Requirements:

Proposals should include the following:

- a. Contractor's name, address, and name of primary contact person.
- b. A brief description of the specific staff that will comprise the project team for this assignment.
- c. Samples of related/comparable past projects that would serve as examples of experience and expertise necessary for this project.
- d. Expected workload during the project period, (i.e., readiness to serve).
- e. Evidence of ability to work within tight time constraints.
- f. A proposal fee schedule for the work to be performed, including costs from all anticipated subcontractors (if applicable). This information must be included in the proposal.

Additionally, A project schedule shall be provided demonstrating the time elements in weekly intervals. This project schedule must consider all major elements and their relations, as described in the Scope of Services. Please note, all submittals become the property of KTI and will not be returned.