



QUINAUT INDIAN NATION

PO Box 189 | Taholah, WA 98587 | Phone: 360.276.8211



QUINAUT INDIAN NATION DESIGN OF A CANNIBAS RETAIL OPERATION REQUEST FOR PROPOSAL

NEW DEADLINE: NOVEMBER 23, 2022

The Quinault Indian Nation (QIN) through the QIN Cannabis Task Force (CTF) is soliciting proposals from qualified firms for architectural and engineering services for the design and construction cost estimate of a Cannabis Retail Operation. This RFP is seeking services for concept/preliminary design and final engineered design plans and specifications.

I. INTRODUCTION

The Quinault Indian Nation (QIN) is a federally recognized tribe with a constitutional form of government with inherent sovereign authority to govern itself and to interact with other nations and states on a government-to-government basis. By-laws established in 1922 and a constitution approved in 1975 form the foundations of Quinault's modern-day government. In addition, the Quinault government has established a business arm, the Quinault Nation Enterprise Board, to oversee business enterprises including: Quinault Pride Seafood, Quinault Land and Timber Enterprise, Quinault Beach Resort and Casino, Maritime Resort, the Queets Trading Post, the Taholah Mercantile, Q-Mart I, II, and III, Jolly Roger Seafoods, and Sweet Grass Hotel, all of which promote the growth and development potential of the Quinault Indian Nation.

The CTF is seeking proposals for comprehensive architectural services including design and building/mechanical engineering for the renovation and improvements of one existing building to create two separate operation/retail spaces.

The goal of the project is to:

1. Redesign the space to create two separate spaces, one of which will be a Cannabis Retail Operation
2. Provide a structural review of the existing building
3. Evaluate existing building mechanical systems, windows, doors, and roofs for needed improvements
4. Produce construction documents/plans/bid documents for demolition and construction
5. Provide a detailed engineered cost estimate for the project

II. PROJECT DESCRIPTION

The building is located in Aberdeen, Washington and is currently home to a Seafood Buying Location. The intent is to update the existing facility so that it can continue to house the Seafood Buying Station and house a separate Cannabis Retail Operation. The expectation is to have the



QUINALT INDIAN NATION

PO Box 189 | Taholah, WA 98587 | Phone: 360.276.8211



necessary meetings to get input on the most practical and efficient design and function of the building prior to beginning design. Design Plan review between CTF and the architect will occur at 30%, 60% and 90% completion. The feedback and recommendations from the CTF and the project budget will be the basis for the preliminary design. All improvements to the site should be made to comply with current ADA requirements and should be as user-friendly as possible for all employees and guests.

III. PROJECT SCOPE

1. Preliminary design and cost estimates: Create preliminary design plans and representative images.
2. Present preliminary design: Present preliminary design to the CTF
3. Final design and engineering: Develop design based on input from CTF to create final design and plans.

III. PROPOSAL SUBMITTAL

Firms are solely responsible for all costs incurred in the preparation and submittal of the RFP. Respondents shall submit their response to this RFP by **November 23, 2022** at 5:00 PM.

Proposals shall demonstrate that the firm(s) has the professional capability and availability to satisfactorily and timely complete all the tasks as described in the Scope of Work section of this RFP. Responses shall include:

1. The Prime Consultant firm legal name, address, telephone number and principal contact email address;
2. The principal assigned to this project, the project manager (if different) and a brief description of their qualifications (experience, professional registration, education) and list of projects and date of completion for projects similar in scope.
3. The proposed work plan and schedule for activities to be performed;
4. Fee proposal based on the proposed scope of work, work plan and schedule, hourly rates by design team members, anticipated hours by team member and anticipated reimbursable costs;
5. Describe how you would establish the estimated cost of construction, life cycle costs and costs of operation and maintenance of the facility;
6. A minimum of three references that are knowledgeable regarding the firm's recent performance on projects.

IV. EVALUATION CRITERIA

Proposals will be evaluated by a committee of professional staff and policy representatives. The following will be considered:

- Ability to meet all proposal requirements
- Technical evaluation of the proposal



QUINAULT INDIAN NATION

PO Box 189 | Taholah, WA 98587 | Phone: 360.276.8211



- Assessment of capacity to deliver the required services
- Cost estimate
- Indian preference

V. MISCELLANEOUS

The Nation's Indian Preference Policy applies (attached). The successful submitter will sign the attached Agreement with the Nation, obtain a Quinault Nation business license for all firms/subcontractors doing work on the Quinault Reservation, provide a W-9, and submit certifications of required insurance coverage.

Respondents must not have been suspended or debarred by the federal government and will need a UEI number and registry in <https://sam.gov>.

This RFP does not commit the Nation to award a contract, to pay any costs incurred in preparation of a response to this invitation, or to procure or contract for services or supplies. Respondents will not offer any gratuities, favors or anything of monetary value to any employee, officer, or agent of the Nation for the purpose of influencing favorable disposition toward either their proposal or any other proposal submitted as a result of this RFP. The Nation reserves the right to accept or reject all or part of the proposal, or to decline the whole proposal, and to negotiate with the respondents to ensure Nation receives the appropriate deliverables within the required timeframe. Submissions become the property of the Nation and will not be returned.

VI. PROPOSAL DUE DATE

Proposal Due Date: **November 23, 2022** by 5:00 pm PST (Late submissions will not be considered)

Submission Method: Via email (preferred), U.S. Mail or other delivery services.

Email: bids@quinault.org

cc: mliss.dewald@quinault.org

Subject Line: Cannabis Retail Operation

Submission Address:

ATTN: Ryan Allen, Finance

P.O. Box 189

Taholah, WA 98587

Requests for clarification and interpretations of the RFP must be made via email by no later than 5pm PST on November 10, 2022.

All questions regarding the RFP shall be directed to M'Liss DeWald mliss.dewald@quinault.org and Andrea Halstead AEBLING@quinault.org by e-mail. Two types of questions generally arise. One may be answered by directing the questioner to a specific section of the RFP. Other questions may be more complex and may require a written amendment to the RFP. The QIN Representatives will make that decision.



QUINALT INDIAN NATION

PO Box 189 | Taholah, WA 98587 | Phone: 360.276.8211



The QIN Representatives shall make clarifications, interpretations, corrections, and changes to the RFP by written Addenda.