



Cowlitz Indian Tribe

Request for Qualifications

Description: The Cowlitz Indian Tribe is seeking a qualified individual or A/E firm to provide Technical Assistance (TA) in support of the Tribal Transportation Program (TTP). The Tribe intends to obtain the services of one firm, selected through this competitive evaluation process, to support the administration and implementation of the TTP program. Resulting from this selection process, the Tribe intends to enter into a two (2) year TA contract with three (3) option years for services to include but that are not limited to TTP:

- Planning
- Roadway Condition Assessment
- Transportation Safety Studies
- Preconstruction Engineering
- Construction Management and
- Contract Administration
- Maintenance Planning

Specific projects under this TA contract will be negotiated individually as specific task orders.

Submittal Instructions: Please submit your Statement of Qualifications no later than November 16, 2015 @ 3:00 pm PST. Submit your qualifications to: Kim Stube, Director of Transportation - Cowlitz Indian Tribe via email to kstube@cowlitz.org. Please limit the electronic submittal to 25 pages or less with an electronic file size less than 10MB.

Statement of Qualifications (SOQ) Requirements:

1. Contact name, address, telephone number, fax number and e-mail address.
2. Detailed description of skills, experience and ability to meet project requirements including identification and designation of roles/responsibilities of key project staff.
3. Client references including project type and year of project completion.
4. Detailed description of approach to providing TTP technical services as bulleted above.
5. Statement of acceptance, ability and willingness to enter into a Professional Services Contract.
6. Statement addressing minority, women, or Native American / Alaska Native business ownership if applicable.

Ranking: The following proposal components will be rated from 1-10 with 1 being the lowest:

- Demonstrated project experience and skills
- Capabilities of key project staff
- Experience working with Native American or Alaska Native tribes or entities
- Experience working in project vicinity or in communities with similarly-sized transportation systems
- Inclusion of required Statements
- Client references
- Minority, Women, or Native American/Alaska Native owned entity

Questions: If you have questions about the RFQ, please email Kim Stube at kstube@cowlitz.org.