REQUEST FOR PROPOSALS FOR
ARCHITECTURAL AND ENGINEERING SERVICES FOR
THE EASTERN SHOSHONE HOUSING AUTHORITY
37 NORTH FORK RD
P.O. BOX 1250
FORT WASHAKIE WYOMING 82514

The Eastern Shoshone Housing Authority (ESHA) is seeking Architectural and Engineering services for the development of 15-acre parcel of trust land located in Fort Washakie area. Up to 12 residential units, the plan will include potential sites for as many as 12 additional residential units.

The successful firm or individual shall provide the necessary architectural and engineering services to the ESHA for the specific purpose of plat design, all roads and infrastructure, reviewing sites, preparing bid and contract documents, conducting inspections throughout construction and acting as a representative to the Eastern Shoshone Housing Authority throughout the development and construction phases of the project.

The services to be provided shall include all architectural and engineering required as follows:

1. Conducting site evaluation, soil tests, infrastructure design, roadway design, compliance with applicable standards and all professional services related to the creation of a planned community. The services will include three or more meetings with stakeholder and the organization of a planning charrette.
2. Site plan development with cost estimates exclusive of residential construction.
3. Design development phase includes preparing schematic design documents consisting of drawing and specifications settings forth in detail the quality levels of materials and systems for the construction of the work.
4. The bidding process services shall include assisting in the competitive bid process, determining the successful bid, and awarding and preparing contracts for construction.
5. The construction phase services include site visits to monitor stages of construction and conformance to documents. The architect will certify payment requests to the contractor, monitor change orders, and will issue a Certificate of Substantial Completion.

Responsive, responsible proposals shall be evaluated based on a point system with a total possible score of 100. The criteria for selection will include points given in the following area.
Evaluation Criteria

1. Prior successful projects planning and design, experience with Indian Tribes- 15 points
2. General experience in engineering design and contracting- 15 points
3. Similar projects successfully completed- 10 points
4. Staff experience and team qualifications- 10 points
5. Demonstrated understanding of project outcomes- 10 points
6. Indian Preference- 5 points
7. Chemistry (communication) with Architect- 0-16 point
8. Prompt responses to communication- 0-5 points
9. References- 0-9 points
10. Location in relation to Eastern Shoshone Housing Authority- 5 points

The Eastern Shoshone Housing Authority plans to implement the Indian Preference procedure by the use of the procedure set forth in 24 CFR 1000.52 Indian Preference. Responsible Bids will be accepted from Non-Indian owned firms or individuals.

The proposal must be in written format and submitted to the address below on or before March 25, 2020 at 4:45 PM. MST. Proposal received after this date shall be considered unresponsive and shall returned unopened to the responding firm. The ESHA reserves the right to accept or reject any or all proposals, and to waive any informally in the proposal received if it is in the best interest of the Eastern Shoshone Housing Authority. The successful firm will be notified no later than April 3, 2020.

If your firm has questions pertaining to the proposal requirements, please contact Mr. Charles Washakie Sr. Director of ESHA at (307) 332-5832.

Please submit two (2) copies of the proposal, either by regular mail or in person, fax or email will not be acceptable.

Mr. Charles Washakie, Sr.
Eastern Shoshone Housing Authority
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Fort Washakie, Wyoming 82514
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