

## RFP Architectural & Engineering Services

Published on Sunday, 17 April 2016 13:00

Written by Housing Authority of the Seminole Nation of Oklahoma

Hits: 119

### REQUEST FOR PROPOSALS FOR ARCHITECTURAL & ENGINEERING SERVICES

The Housing Authority of the Seminole Nation of Oklahoma (HASNOK) is soliciting proposals from Indian Owned architectural and engineering firms to assist the Housing Authority in designing a Housing project located in rural Seminole County in compliance with all applicable requirements under NAHASDA and U.S. Department of Housing and Urban Development.

#### **The services to be provided will include:**

1. Master Plan.
2. Road construction engineering.
3. Geotechnical Engineering.
4. Utilities (water, electric and sewer)
5. Erosion control
6. 3-4 bedroom units
7. Preparing the construction bid package in conformance with applicable requirements.
8. Final Plat and documents for Seminole County.

#### **Responses should include:**

1. The firm's legal name, address and telephone number.
2. The principals of the firm and their experience and qualifications.
3. The experience and qualifications of the staff to be assigned to project.
4. A description of the firm's prior experience, including any similar projects (in particular those funded by HUD or another federal program), who has knowledge of the firms performance.
5. A description of the firm's current work activities and how these would be coordinated

with the project, as well as the firm's anticipated availability during the term of the project.

– a. include an approximation of the number of hours, the related costs to perform the services and the applicable hourly rate or multiplier for the base rate of individuals employed on the project.

#### 6. Complete overall Cost Estimate

Maximum total of 100 points. The evaluation criteria to be used by the selection committee for the RFP are as follows:

- A. Overall Quality of the Proposal 20 points
- B. Staff Qualifications and Experience 15 points
- C. Previous construction design 15 points
- D. Availability 10 points
- E. Appropriateness of proposed timeline 10 points
- F. Evidence of understanding scope of work, site and existing conditions 10 points
- G. Indian Owned 10 points
- H. Cost Effectiveness 10 points

The selection of finalists to be interviewed will be based on an evaluation of the written responses. The award will be made to the most qualified offeror whose proposal is deemed most advantageous to the Housing Authority of the Seminole Nation, all factors considered. Unsuccessful offerors will be notified as soon as possible.

Questions and responses should be directed to the Executive Director, Rebecca Stone at PO Box 1493, 101 S. Hitchite, Wewoka, Oklahoma; e-mail: [executivedirector@hasnok.org](mailto:executivedirector@hasnok.org) ; or (405) 257-6604. All responses must be postmarked no later than May 05, 2016 by 4:00 P.M. Please state "Housing Authority of Seminole Nation A&E Services Proposal" on the

outside of the response package.

This solicitation is being offered in accordance with NAHASDA and U.S. Department of Housing and Urban Development statutes governing procurement of professional services. Accordingly the HASNOK reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject any and all responses deemed unqualified, unsatisfactory or inappropriate.

Women and minority businesses are encouraged to apply.

### **Additional Information**

All costs related to the preparation of the proposals and any related activities are the sole responsibility of the applicant. The HASNOK assumes no liability for any costs incurred throughout the entire selection process.

### **Proposal Ownership**

All proposals, including attachments, supplementary materials, sketches, addenda, etc shall become upon submission, the property of the HASNOK and will not be returned to the applicant.

### **Non-Collusion**

The architect/firm guarantees that the proposal submitted is not a product of collusion with any other offer and no effort has been made to fix the proposal price of any offer or to fix any overhead, profit or cost estimate of any proposal or its price.