



## Request for Qualifications

Pre-design Services for the Suquamish Tribe  
Shellfish Hatchery Building

Suquamish Indian Tribe of the Port Madison  
Reservation



# Contents

REQUEST FOR QUALIFICATIONS..... 2

BACKGROUND ..... 2

PROJECT GOALS ..... 2

    GOAL 1 ..... 2

    GOAL 2. .... 3

    GOAL 3. .... 3

PROPOSED BUILDING SITES ..... 4

CONTENTS OF PROPOSAL ..... 4

SELECTION CRITERIA ..... 5

PROPOSAL FORMAT AND SUBMISSION..... 5

SITE VISIT AND QUESTIONS/CLARIFICATIONS ..... 5

AVAILABLE DOCUMENTS ..... 5

DISCLAIMER ..... 5



## REQUEST FOR QUALIFICATIONS

The Suquamish Tribe is seeking qualifications from experienced professional design teams led by an Architectural Firm to provide Predesign Services for the development of a new Shellfish Hatchery Building to be located on the Port Madison Reservation.

## BACKGROUND

The Suquamish Tribe Fisheries Shellfish Program is responsible for managing macroinvertebrate fisheries for commercial, subsistence, and ceremonial (C&S) use by Tribal Members. Wild and naturalized species comprise the bulk of annual landings and the Tribe engages in low intensive cultivation of native wild and naturalized species such as Manila Clams, Pacific Oysters, and Geoduck. The Tribe has also reared California sea cucumbers and Basket cockles with the help of Puget Sound Restoration Fund (PSRF) in the past.

Changes in habitat and water quality over the last few decades has led the Tribe to turn to cultivation as a way to enhance existing populations and build economic resilience, and to provide food for Tribal families. The Tribe has set aside funding for a shellfish hatchery endeavor to sustain its current and future operations. In this Request for Qualifications (RFQ) – Phase 1, the Tribe is seeking expertise to help find a suitable site for the hatchery and provide pre-design for multiple alternative building options.

Suquamish Seafood Enterprises (SSE) started cultivating Pacific oysters in 2015 on approximately 25 acres, requiring hatchery seed year-round. The enterprise has recently initiated a geoduck aquaculture venture that will require hatchery production. Manila clams are a naturalized species with important economic, ceremonial, and Subsistence (C&S) value. Due to water quality deterioration in many places within the Suquamish Tribe’s Usual and Accustomed fishing area (U&A), the Tribe has limited access to this resource. As a result, the Tribe is currently enhancing existing clam beds in areas open to harvest to maximize production. Manila clam landings yielded nearly \$760,000 in 2023, of which roughly 75% were harvested from beaches enhanced with hatchery clams.

In 2015, the Tribe identified the need to address an observed decline in the local Basket cockle populations. The Tribe worked with PSRF and co-managers to find ways to enhance local beaches to support C&S harvests. Collaboration with PSRF was critical to develop cockle hatchery techniques where small batches of cockles can be produced in hatchery settings. The Tribe is interested in increasing capacity for native species restoration and participating in meaningful research to learn more about important species and populations within the context of a changing climate.

## PROJECT GOALS

### GOAL 1

**Work with the Tribe and its consultant(s) to document a complete space program, adjacency requirements, sustainability goals, and technical program for the building. Building program is anticipated to include:**

- Hatchery operations to support both commercial and non-commercial shellfish programs for multiple shellfish species (geoduck, manila clams, and Pacific oysters) and additional



capacity to work with other species on a smaller scale for research and restoration purposes, approximately ~10,000 ft<sup>2</sup>.

- Research laboratories, seawater intake/outflow and processing, offices, storage, maintenance shop and other support spaces accessory to the Hatchery, approximately ~5,000 ft<sup>2</sup>.
- Greenhouse for cultivating microalgae as feed for shellfish species, approximately ~5,000 ft<sup>2</sup>.
- Office space for other governmental departments to be considered. The Tribe would like to see design options for the following:
  1. A single-story structure serving solely as a hatchery.
  2. A multi-story structure with the hatchery on the ground floor and office space on upper floor(s) with: capacity for 45+ personnel, meeting rooms/venues of various capacities, kitchen, lobby, outdoor space facing water, parking capacity for 80+ vehicles.

## GOAL 2.

### **Facilitate a site selection process to identify the preferred project site.**

- The Tribe has identified two potential sites located on tribal trust property on Sandy Hook Road, Poulsbo, Washington (Kitsap County parcel number 322602-2-005-2007).
  - Replace the Old Tribal Center building, potentially utilizing existing foundation *or*
  - A new structure on undeveloped land occupying the south end of the same property. Please see Figure 1 and additional site related documents for information about the property and potential site locations.
- The Consultant will perform a preliminary site assessment that compares the two sites in terms of development potential, environmental impact, relative site development costs, historical and cultural value, and other factors that will allow the Tribe to determine which site to move forward with.
- The Consultant will develop a scope of work for investigative work necessary for subsequent phase of Predesign, such as topographic survey, geotechnical report, environmental site assessment, wetland assessments, hazardous materials survey, archeological assessment, and the like. The Tribe will contract for these additional surveys separately and make them available to the Consultant prior to commencement of Project Goal #3.

## GOAL 3.

### **Preliminary architectural design**

- Site Analysis Drawings that indicate building footprint and its relationship to adjacent facilities and site features.
- Preliminary building design drawings that indicate the nature and purpose of each space, occupancy numbers, and basic configuration of the building including square footage, number of floors, and significant features.
- Preliminary Civil Engineering design indicating vehicular and pedestrian access; stormwater collection and mitigation; ROM grading calculations; site utility access



including required septic system components, domestic water supply, and electrical power availability.

- Preliminary analysis of required shoring, foundation, and major structural system types, including potential re-use of components of existing structure(s) if deemed advantageous.
- Preliminary Hatchery Process Engineering drawings indicating major components, adjacencies, required connections and relationships between components, component size and clearance areas.
- Cost Estimate for site development costs, building construction costs, and process equipment costs. Assist the Tribe with development of complete Project Budget.
- Life Cost Analysis

## PROPOSED BUILDING SITES



Figure 1: Proposed sites for the Shellfish Hatchery Building, Kitsap County parcel number 322602-2-005-2007

## CONTENTS OF PROPOSAL

- Qualifications & Experience of Architectural Firm and Proposed Subconsultants.
- Description of Approach, Process, and Proposed Scope of Services.



- Proposed fee for Project Goals 1 and 2 as well as an expected fee or estimate of fee for Project Goal 3 based on highest expected value. It is anticipated that a fee for Project Goal 3 will be negotiated based on the outcome of this initial work.
- Proposed Schedule.

## SELECTION CRITERIA

Received bids will be evaluated and weighed against the following criteria:

Criteria	Points
Firm Profile	5
Project Team	10
Relevant Experience	15
Experience Working in Indian Country	15
Project Approach, Work Plan, Schedule	30
Itemized Fee Proposal	20
References	5
Appendices	N/A
Total	100

## PROPOSAL FORMAT AND SUBMISSION

- Proposals shall be limited to a maximum of 25 pages, not including cover, blank pages, and section dividers.
- Proposals shall be submitted electronically in PDF format to Viviane Barry by 4:30PM, April 4, 2024 to [vbarry@suquamish.nsn.us](mailto:vbarry@suquamish.nsn.us).
- It is anticipated that the selected firm will be notified by email.

## SITE VISIT AND QUESTIONS/CLARIFICATIONS

A site visit for interested firms is scheduled for March 7, 2024 Between 1:00PM and 3:00PM. Written questions may be submitted via email to Viviane Barry until 4:30PM on March 25, 2024. Questions and responses will be emailed to the applicants.

## AVAILABLE DOCUMENTS

- Old Tribal Center 1<sup>st</sup> floor as-built plans (JPG)
- Old Tribal Center 1<sup>st</sup> floor as-built plans (DWG)
- Land survey of parcel, 2019 (4 images)
- Lidar image of parcel

## DISCLAIMER

The Suquamish Tribe reserves the right to accept any submittals deemed to be in the interest of the Tribe, to waive any minor irregularities in any submittal, to re-solicit for new submittals as deemed necessary by the Tribe, or not to award any contracts at all. The Tribe reserves the right to award a contract based on the submittal expected to be the most beneficial to the Tribe based on qualifications.



The Tribe may elect to move forward with subsequent phases of design with the selected consultant without requiring further selection process; or at their discretion may publish another Request for Qualifications.

