



The Suquamish Tribe  
Department of Community Development  
**Request for Proposal**

May 31, 2024

**Suquamish Tribe – Commercial New Construction – Tribal Tiny Home Development**

The Suquamish Tribe is seeking proposals for civil site design, construction and project management to create a tiny home development within the boundaries of the Port Madison Indian Reservation for the purpose of providing additional housing for Suquamish Tribal Members.

**Subject Parcels:** Parcel #: 292602-2-006-2001

**New Construction Project located at 5055 NE Totten Rd, Poulsbo, WA 98370**

**Approximate Project Acreage:** 5 acres

**Submittal Deadline & Questions:** **July 1, 2024 at 5pm** Pacific Standard Time. Proposals are due in accordance with Section 2 of this document. Direct questions to Chuck Deam at [cdeam@suquamish.nsn.us](mailto:cdeam@suquamish.nsn.us) (360) 394-8420 or Shenowah Purser at [spurser@suquamish.nsn.us](mailto:spurser@suquamish.nsn.us) (360) 394-8423 anytime before the submittal deadline.

**Estimated Time Period for Contract: August 2024-August 2025**

**1. Project Overview**

**Total Design:** Work with the Suquamish Tribe development team to create civil site design specifications to develop approximately ten tiny homes located on 5 acres of Tribally owned land at 5055 NE Totten Rd, Poulsbo, WA 98370.

The site is mostly clear but does have some brush. The development designs shall include coordination with environmental requirements, utility permitting agencies, Suquamish IT and the Suquamish Tribe Historic preservation office. The proposal shall include costs associated with installing power, water, septic, and Internet/Broadband Connectivity.

**Civil Engineering**

Civil Design work shall involve developing design plans for approximately ten tiny homes that each consist of one bedroom, one bathroom, kitchen/dining, living space, and a detached 10x10 storage shed for each unit.

Site civil plans shall consist of erosion control, clearing and grubbing, grading, underground and overhead utility work, storm drainage facilities, drain field and septic tank installation, gravel

and/or paving, signage, street lighting (interior and exterior perimeter lighting and parking area lighting), and site cleanup once work is completed.

Infrastructure designs and construction plans of ten tiny homes (either built on site or built off site and installed), ten 10x10 detached storage units, water spickets for each unit.

## 2. Submittal Requirements:

1. Single person contact for all information
2. Descriptive narrative demonstrating that the vendor understands the proposed scope
3. A proposal broken into three parts with a total price for each section and a development total:

### Section 1

- Site Civil Engineering
- Surveying, legal descriptions, construction staking
- Sending out for bids, collecting bids, bid evaluation, recommendation and managing the bid opening and all associated documents
- All construction management, RFI, submittals, construction meetings, utility coordination & permitting

### Section 2

- A realistic schedule with milestones showing beginning and ending dates for both design and construction.

### Section 3

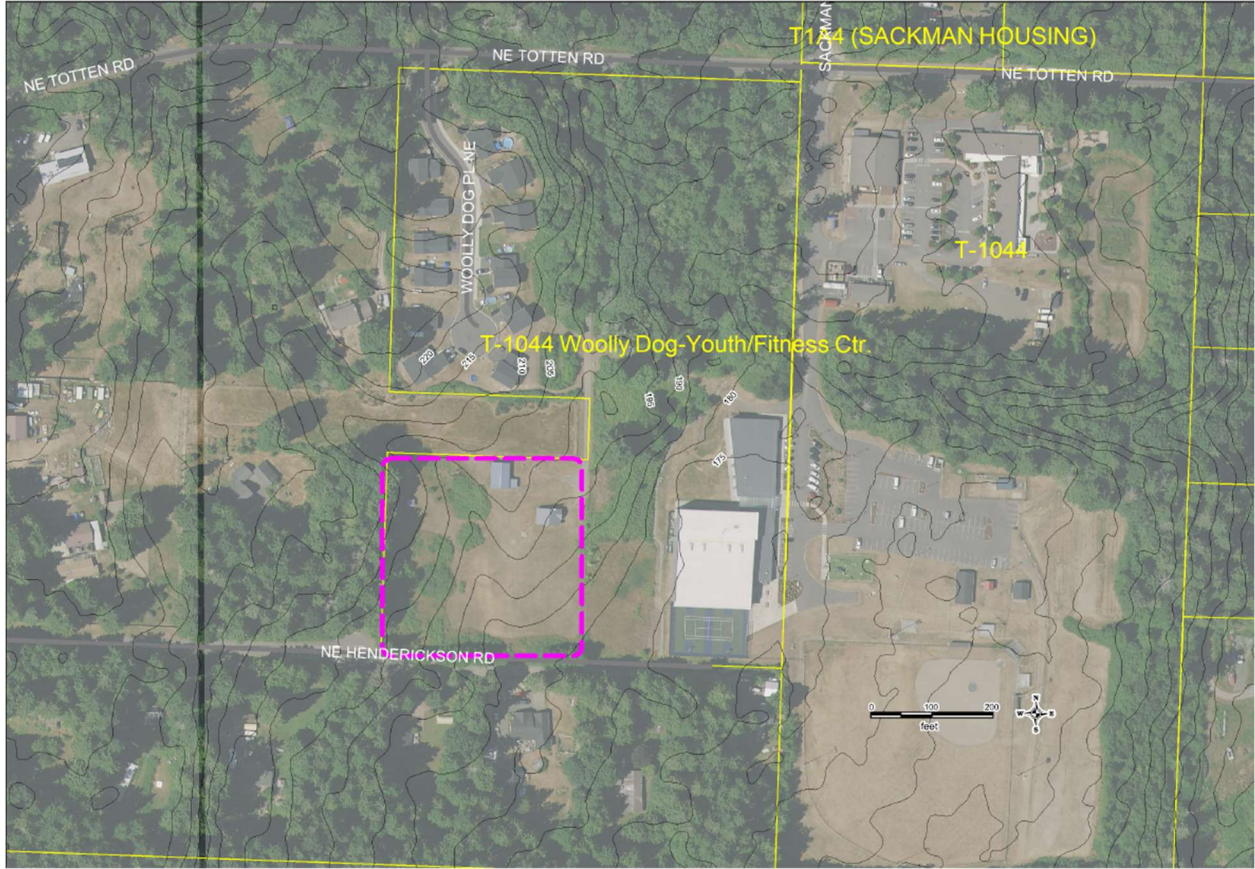
- A list of all work completed for the Suquamish Tribe for the last 7 years
4. Submit all proposals to Shenowah Purser in hard copy or electronic form as follows:
    - a. US Certified Mail Attention: Shenowah Purser, Dept. of Community Development PO Box 498 Suquamish WA 98392
    - b. Drop off at our office located, Attention: Shenowah Purser, Department of Community Development, 18490 Suquamish Way, Suquamish WA 98392
    - c. Electronic send to: [SPurser@Suquamish.nsn.us](mailto:SPurser@Suquamish.nsn.us)

For questions regarding submittal address or directions to our offices, contact Shenowah Purser, [spurser@suquamish.nsn.us](mailto:spurser@suquamish.nsn.us) or 360-394-8423

**Supporting Documents:** Aerial image of the parcel is attached.

Shenowah Purser  
Administrative Assistant  
Suquamish Tribe DCD  
[spurser@suquamish.nsn.us](mailto:spurser@suquamish.nsn.us)  
(360) 394-8423

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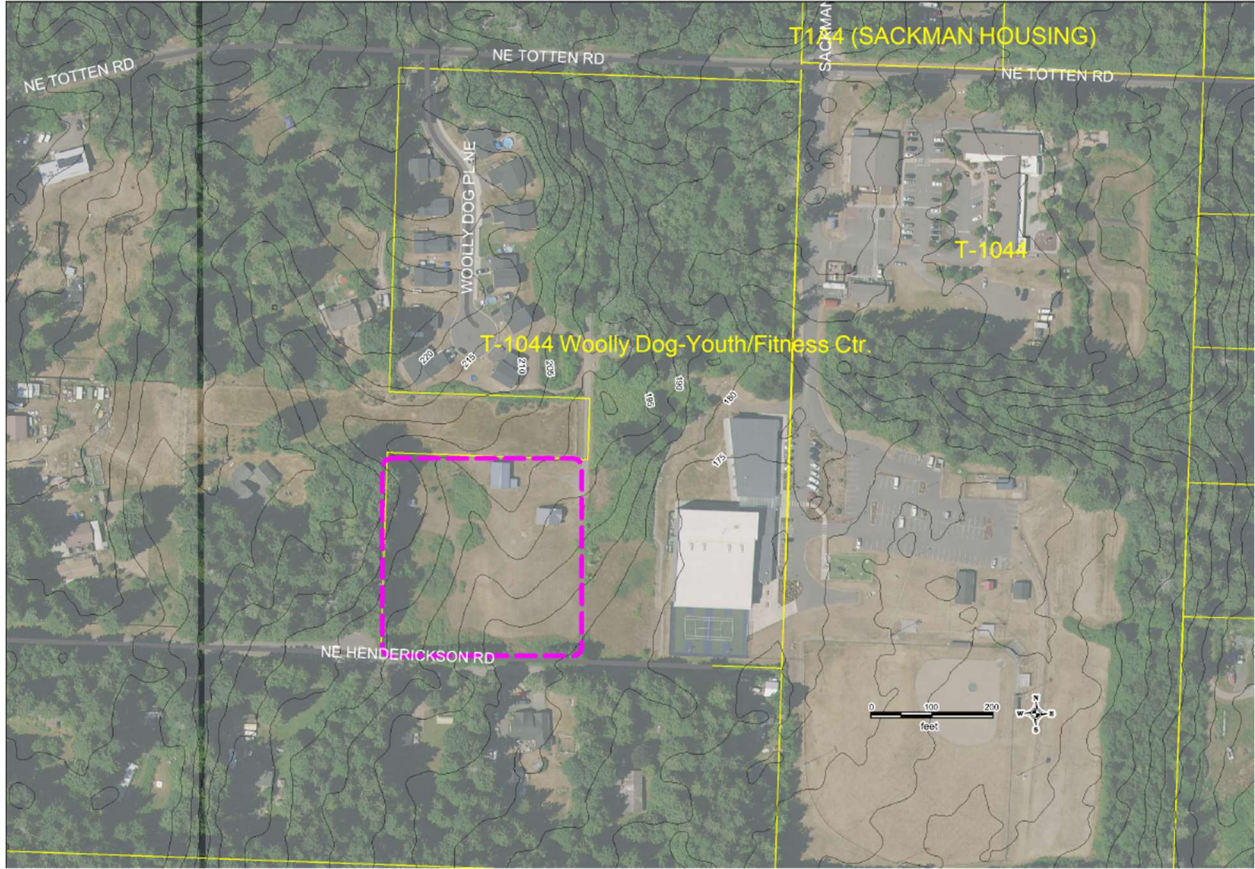
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