

YUROK ECONOMIC DEVELOPMENT CORPORATION



SHORELINE VISITOR AND TRAVEL CENTER

REQUEST FOR QUALIFICATIONS ARCHITECTURAL & ENGINEERING SERVICES

The Yurok Economic Development Corporation is seeking qualification-based proposals for architectural and engineering services for the development of the Shoreline Travel and Visitor Center, located in Orick California.

● Proposal Due Date:

Proposals are due by 3:00P.M. on
November 14, 2025

● Project Contact:

Contact Mandy Mager, Project Manager,
at YEDCProject@yuroktribe.nsn.us
All questions and communication must be
in writing, via email.

● RFQ Address:

The RFQ is available at:

www.yuroktribe.org/request-for-proposals-and-qualifications



Yurok Economic Development Corporation
144 Klamath Boulevard
Klamath, CA 95548

Yurok Tribe Economic Development Corporation



Shoreline Visitor and Travel Center

ARCHITECTURAL AND ENGINEERING SERVICE

REQUEST FOR QUALIFICATIONS AND PROPOSALS (RFQ)



YUROK TRIBE ECONOMIC DEVELOPMENT CORPORATION

SHORELINE VISITOR AND TRAVEL CENTER

Request for Qualifications and Proposals

Economic Development Administration Grant-07-01-07950

The Yurok Economic Development Corporation (YEDC), a subsidiary of the Yurok Tribe, is soliciting proposals from qualified architectural and engineering teams, for the design and engineering of a visitor and travel center, to be located in Orick, California.

The YEDC will receive sealed proposals until 3:00PM on November 10, 2025; all proposals must be delivered either by hand or postal delivery to the following addresses:

Mail: PO Box 1043, Klamath, CA 95548

Hand Delivered: 144 Klamath Boulevard, Klamath CA 95548

Email: YEDCProject@yuroktribe.nsn.us

Project Description: The YEDC is soliciting proposals from qualified architectural and engineering teams for the design of the Shoreline Visitor and Travel Center, located at 120001 Highway 101, Orick, CA 95555 (APN: 520-151-015 and 520-151-014).

RFQ Contact:

Mandy Mager-Project Manager

All questions related to this solicitation must be provided in writing, via email to YEDCProject@yuroktribe.nsn.us

RFQ Timeline:

Release of RFQ: October 20, 2025

Proposals Due: November 14, 2025

Interviews: November 24-28, 2025

Anticipated Selection: December 5, 2025

DESCRIPTION:

The Yurok Tribe Economic Development Corporation (YEDC) presents this Request for Qualifications and Proposals (RFQ) for Architectural and Engineering Services for the design and engineering of the Shoreline Visitor and Travel Center Project.

The YEDC is soliciting proposals from qualified Architectural and Engineering teams that have the proven skills, qualifications, licensing and vision, to partner with the Tribe to develop a gateway/destination facility that will serve the needs of the local community and tourism populations by providing access to fuel, food, visitor information, merchandise, and small business offerings.

The YEDC is seeking a team that can develop the vision, articulate the vision through the design and engineering process and ensure that the final design can be constructed within the budget parameters of the available funding.

Funding: This project is funded by the Yurok Tribe and the U.S. Department of Economic Development Administration (EDA).

Compliance: Please note that as a federally funded project, all deliverables must comply with the following:

- 41 CFR Part 60-4
- Uniform Administrative Requirements
- Build America, Buy America
- NEPA, if applicable
- Davis-Bacon Act
- Civil Rights and ADA Compliance
- Humboldt County Code and Permit Requirements
- CEQA Conditions of Approval
- Yurok Tribe Tribal Historic Preservation Office Conditions
- All other requirements as may be applicable

Project Location: The Shoreline Visitor and Travel Center Project will be a gateway destination facility, located in Orick, California. The project is located in the heart of the Redwood National and State Park system and the Traditional homelands of the Yurok people.

The project is located on property fronting Highway 101 and is surrounded by coastal features, including the Pacific Ocean, Redwood Creek, Freshwater Lagoon and the coastal redwoods of Redwood National and State Park.

Project Description: The facility will provide visitor information, souvenirs, food, drinks, restrooms, fuel and more. The project will be designed to create a gateway destination similar in scope to other national park visitor centers.

The facility will provide an economic infusion for the community of Orick and the Yurok Tribe and should be designed to increase opportunities for small business development, such as recreation focused rentals, guide services and more. The facility will consist of the following elements:

- Approximately 6000 Square Feet of Retail Space, Restrooms, Visitor Information Displays, Coolers, Food Preparation Space and Food Sales Areas
- Fueling Facilities: Approximately Six (6) Fuel Pumps
- Fuel Canopy
- Two (2) Above Ground Fuel Tanks
- Two (2) Electric Vehicle Charging Stations
- 2600 GPD On-Site Septic System
- Parking
- Gateway/Monument Signage
- Traffic Calming on Highway 101
- Outdoor Seating Space
- Outdoor Space for Pop-Up Retail, Food Trucks, Markets, etc....
- Dog Park and Trail Connectivity
- All Site Work, Paving and Utility Installations

Project Goals, Objectives and Special Considerations:

Profitability Sectors: The Shoreline Visitor and Travel Center must be designed to accommodate a range of visitors, including RVer's, local residents, beach goers, hikers, motorcyclists, bicyclists, through-travelers and park explorers.

The facility must be designed to maximize profitability during the tourist season in order to sustain operations during the off season.

Traffic Calming & Signage: The facility is located on Highway 101 at the southern entrance to the town of Orick. Due to its location on Highway 101, it will be important to consider opportunities to slow down traffic and to properly sign the facility and the surrounding areas to ensure that customers are able to access the site safely.

Special consideration must be paid to ingress and egress designs to maximize accessibility, functionality and safety. The design of a painted turn lane to facilitate customers will be part of the overall design and must be coordinated with and designed to Caltrans standards.

Yurok Culture: Special consideration must be shown to the Yurok Culture, and it will be the responsibility of the design team to work with the Yurok Cultural staff to create informational displays that are culturally appropriate for display purposes.

Small Business Opportunities: The facility should be designed to facilitate small business opportunities; this can include opportunities for guided services (fishing, park tours, birding, wildlife viewing), kayak rentals, farmer's/artisan markets, food trucks and more.

Sustainability and Environmental Considerations: The facility will be designed to maximize energy efficiency, including energy efficient lighting, HVAC systems and water saving features. It is the goal of the Tribe that the project be designed to meet or exceed applicable green building standards.

Construction Administration: The Design team will ensure that the final design complies with the Economic Development Administration ("EDA") grant requirements and budget. The Design team will ensure compliance with the federal construction requirements as required by EDA, as well as compliance under the provisions of the appropriate AIA contracting documents.

Budget Considerations: The project must be designed and engineered to meet the budget parameters established by the construction budget. Constructability must be at the forefront of the design process.

Work to Date: The Yurok Tribe has completed a CEQA analysis and preliminary engineering studies to determine utility needs and site constraints. A preliminary site layout has been completed, but it is expected that this layout will be modified based upon the approach of the Architectural and Engineering team. A coastal development permit has been approved for the project.

It is the intent of the Owner to maintain the development parameters identified in the CEQA analysis; if changes beyond what was scoped in the CEQA analysis are proposed, this may be considered but will be weighed against cost and time constraints.

A traffic study has been completed and conversations with Caltrans are in process to determine short- and long-term traffic calming improvements for the property's Highway 101 frontage.

The preliminary project has been approved by the Orick Design Committee; it is anticipated that the Architectural and Engineering team will consult with the Orick Design Committee as the project progresses and final designs take shape.

Conversations regarding traffic calming and gateway signage have been started; it is the desire of the Orick Design Committee that the project enhance the existing gateway

signage, and/or develop additional signage that promotes the Shoreline development and the community of Orick.

Permitting and Authorities:

The project is located in Humboldt County and will be subject to all local, State and Federal regulations including zoning and permitting. The development will be designed to comply with all applicable building codes and standards, and permits will be obtained through the Humboldt County Planning and Building Department.

The property is located in the Coastal Zone; special considerations may be necessary to ensure that all coastal development permit requirements are adhered to.

The project is located in the traditional territory of the Yurok People; it may be necessary to consult with the Yurok THPO as ground disturbing activities take place. It is not anticipated that the site contains historical or culturally significant artifacts, but this will be a conversation that will need to take place through the permitting process.

Estimated Budget: The Yurok Tribe has been awarded funding from the United States Department of Economic Development Administration in the amount of \$6,022,800.00 The Tribe will be contributing funding in the amount of \$300,000.00 to support the project.

The Architectural and Engineering team will be required to provide a project that can be constructed and opened for operation within the budget parameters identified.

The project scope may be adjusted in order to meet budget constraints as long as the overall intention of the grant is met to the satisfaction of the Tribe and the funding agency.

The Architectural and Engineering team will be expected to work closely with the Owner Representative(s) to ensure that costs and outcomes are balanced appropriately.

The available funding will be allocated between the following project items:

- Architecture
- Engineering
- Special Studies
- Permitting
- Site Demolition and Preparation
- Utilities (Water, Wastewater, Power and Lighting)
- Building Construction
- Regular Inspections
- Special Inspections
- Furniture, Fixtures and Equipment

- Landscaping, Signage & Traffic Calming
- Fueling Station Equipment and Canopy
- EV Charging Station(s)
- Security & Surveillance
- Project Management
- Project Close-Out
- Facility Opening

Coordination and Communication: The Architectural and Engineering Team will work closely with the Owner representatives; it is essential that regular meetings take place to ensure alignment of design goals and budget parameters. The Architectural and Engineering Team will work closely with vendors and contractors to ensure that design specifications are feasible and cost-effective.

Budget and Cost Management: The Architectural and Engineering Team will work with the owner to control costs and to ensure that each phase of the Architectural and Engineering process adheres to budget parameters. The Architectural and Engineering Team will provide alternative design options and will facilitate budget controls through the value engineering process as appropriate.

Project Deliverables: The Architectural and Engineering Team (“team”) will provide the YEDC with the following project deliverables:

Project Scoping and Design Meetings: The team will conduct the following meetings:

- One (1) project scoping meeting with the YEDC to establish project goals.
- One (1) or more meetings with the YEDC, and potential project partners and stakeholders, to receive project input and to review and establish design parameters.
- Bi-Monthly meetings with the YEDC team to review designs and project progress.

Schematic Plans, Renderings, and Presentation Documents: The design team will prepare the following documents:

- Prepare schematic level plans for the site to determine the most feasible designs to support exterior and interior spaces that meet the needs of the project. Develop concept and circulation plans for the interior and exterior spaces identified above.
- Develop schematic level color renderings of proposed layouts (minimum three) accurately depicting entryways, parking areas, facilities (including structures, bike racks, etc.) and landscape buffers, and submit to the YEDC team and interested stakeholders for review and comment. Final color renderings and schematics to be submitted to the YEDC in electronic format (.PDF or JPG.)

- Assist in the selection of a final schematic design by presenting advantages and disadvantages of each option, including probable construction costs for each option.
- Refine project costs of the preferred option, including line-by-line breakout of all fees, architectural costs, construction costs, FF&E, technology, and contingencies.

Design Development:

- Recommend any special reports and/or inspections necessary to finalize the design and assist the YEDC with procurement of services.

Plans, Specifications, and Estimates (PS&E):

- Prepare construction drawings containing title sheet, general note sheet, plan sheets, typical cross section sheets, and detail sheets for the Project.
- Plot typical cross sections to illustrate existing and proposed conditions.
- Prepare complete project specifications, including special provisions and proposal forms.
- Incorporate project specifications into construction contract documents provided by YEDC, including a description for each bid item.
- Submit 70% PS&E construction documents, including structural calculations, to YEDC for review.
- Address any comments generated from the 70% submittal.
- Based on the input received from the previous submittal, complete the design and prepare final PS&E documents.
- Submit 100% PS&E construction documents, including structural calculations to YEDC for review and to obtain preliminary approvals.
- Submit final set of PS&E documents (printed and electronic formats) with the necessary details and instructions to carry out the work in accordance with the approved construction phasing. Final plans will be stamped for construction and will provide adequate detail to ensure that construction bidders have adequate details and documentation to provide a comprehensive and inclusive construction bid.

Construction Documents and Plan Information:

- Ensure plans and specifications comply with all applicable governmental and professional standards.
- Provide detailed specifications, including material and equipment brands, sizes, colors, application specifications, quantities, styles and other details required to accurately bid the project for construction.
- Develop a schedule for construction of the Project.
- Confirm that Civil and Landscape documents conform with the Preliminary Engineering Report and approved topographic and property surveys.

- Confirm that structural foundations and pavement and surfacing sections conform with the approved geotechnical report.
- Attend the pre-bid meeting, attend the pre-construction meeting, and provide assistance during procurement and management of the construction phase of the Project.

Construction Management, in Coordination with the YEDC Project Manager:

The Architectural and Engineering Team may be asked to act as the Owner’s Representative as appropriate.

- The team will conduct inspections and may sub-contract for special inspections as necessary.
- The team shall review and make determinations regarding contractors’ shop drawings, submittals, Requests for Information (RFIs), product substitutions, change orders and other related documents.
- The team shall participate in weekly Owner-Architect-Contractor (OAC) construction meetings. Participation shall be via virtual participation all weeks except when the Consultant shall be required to visit the site for the OAC meeting and on-site observations.
- The team shall provide coordination to governmental and funding agencies as required and shall help facilitate the coordination and communication activities with the general contractor, city, utility companies, and other agencies.
- The team shall review Contractor’s Payment Requests for accuracy.
- The team shall review and negotiate construction change order requests and claims.
- The team shall stay current and aware of critical construction operations, scheduling issues, and overall progress of construction.
- The team will participate in the Substantial Completion Inspection and develop punch-list items to be finished and/or corrected.
- The team will participate in the final inspection and all close-out paperwork required by the YEDC, EDA and the County.

Assistance During the Bidding Process:

- The team will assist the YEDC during the bidding process; including providing responses to RFIs, facilitating a pre-bid site visit and shall prepare written addendums as necessary.
- The team will review all bids submitted and make appropriate recommendations on contractor’s abilities to complete the work. The review shall include the preparation of bid abstracts and a bid comparison document.

Final Record Drawings: The team shall require the general construction contractor maintain and complete an accurate set of “As-Built” drawings that will be finalized into a formal set of

digital record drawings and delivered electronically to the YEDC. An electronic copy of the construction specifications shall also be provided to the YEDC.

Architectural and Engineering Procurement Process: The following is a proposed procurement schedule and process; the Owner reserves the right to cancel, change and/or modify any part of the proposed process as necessary. The Owner will reserve the right to reject all proposals without cause and all work product produced as part of the RFQ process shall remain the property of the Yurok Tribe.

Request for Qualifications: The Yurok Tribe will release the RFQ for the services of an Architectural and Engineering team. The team will be comprised of a qualified architect and engineer. The team must demonstrate their ability, professional licensure and capacity to complete the scope of work identified in the RFQ.

Request for Qualifications Proposal Review: The Yurok Tribe will establish a review team; the team will conduct a thorough review of all RFQ submissions. The review will include verification of licensing and professional reference checks. The Yurok Tribe will develop a review matrix that each proposal will be weighed against to ensure consistency and fairness.

The Tribe will conduct interviews with the submitting parties as they determine qualifications and responsiveness to the RFQ. Once a team is selected, the Owner anticipates executing a contract with the selected team. The Owner reserves the right to reject all submissions without cause and bears no responsibility for any costs associated with the development of a response to the RFQ.

Selection Criteria: The final contract for services shall be awarded only after review of the selected team's fee proposal and any necessary negotiations with the selected team to establish a fair and reasonable price within the budget for this project. The YEDC actively encourages submission of proposals from disadvantaged business enterprises and companies owned by Native Americans, minorities, women, immigrants and veterans. The YEDC does not discriminate on the basis of race, color, religion, creed, sex, age, ancestry, national origin, disability, or veteran status in consideration of this award.

Review Matrix:

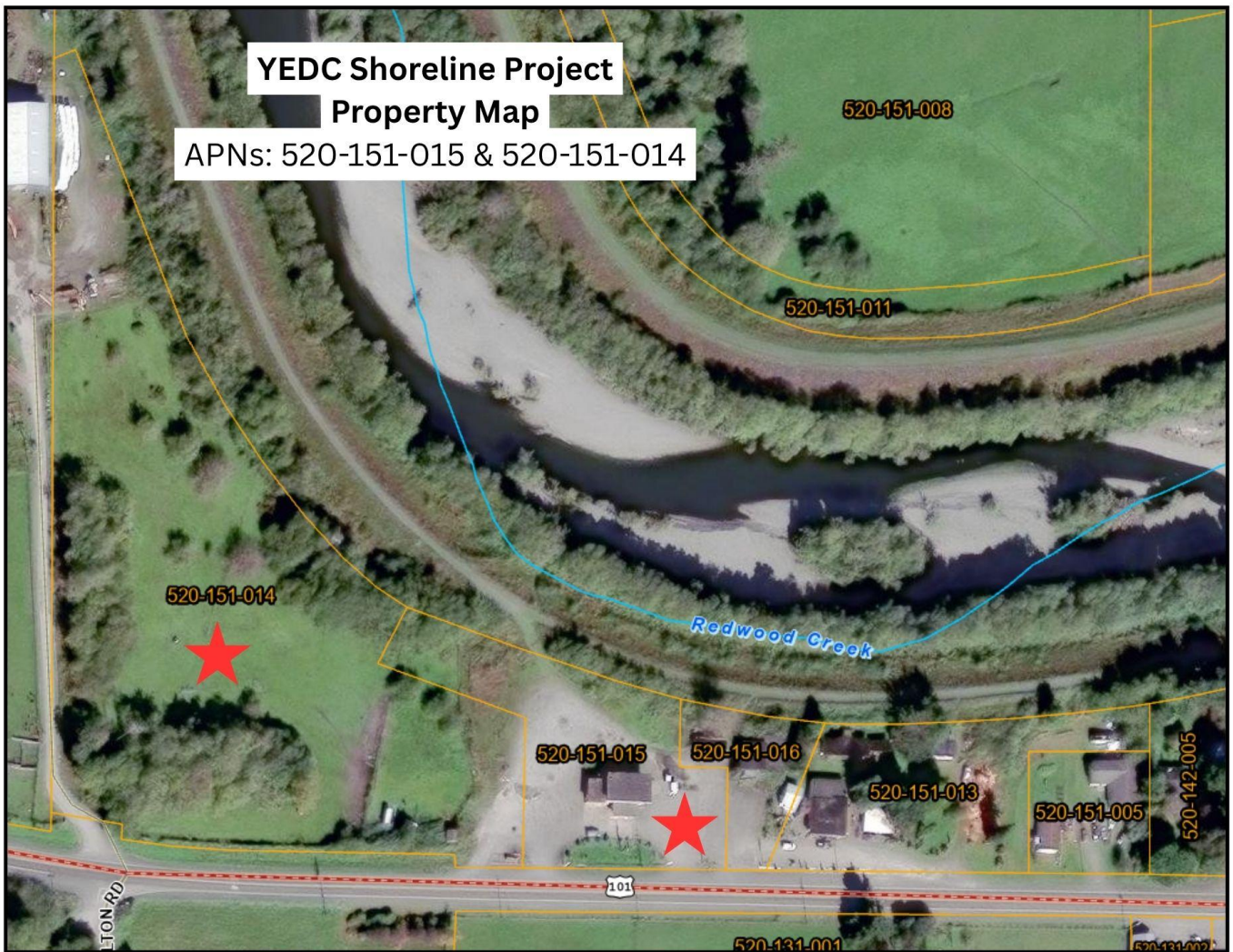
| | | |
|---|--|----------------|
| 1 | The Consultant's scope of work, methodology, work plan and budget | 40 |
| 2 | The Consultant's general experience, qualifications, and ability to perform timely execution of the project work as evidenced by previous projects similar in scope and scale | 30 |
| 3 | The Consultant's professional credentials in architecture, civil engineering, and cost estimating, including qualifications, expertise and experience of the individuals assigned to the project | 25 |
| 4 | The Consultant's references | 5 |
| 5 | Majority Indian Owned Business | 5 Bonus |

Terms and Conditions:

- The YEDC reserves the right to reject any and all proposals submitted; to select one or more responding parties; to void the RFQ and the review process and/or terminate negotiations at any time; to select separate responding parties for various components of the scope of services; and to select a final party(ies) from among the proposals received. Additionally, any and all RFQ project elements, requirements and schedules are subject to change and/or modification. YEDC further reserves the unqualified right to modify, suspend, or terminate, at its sole discretion, any and all aspects of this RFQ process, to obtain further information from any and all responding parties, and to waive any defects as to form or content of the RFQ or any responses by any party.
- This RFQ does not commit the YEDC to award a contract, or defray any costs incurred in the preparation of a response to this RFQ, or contract for any services. All submitted responses to this RFQ become the property of the YEDC as public records, and may become subject to public review, unless specifically exempted.
- By accepting this RFQ and/or submitting a proposal in response thereto, each responding party agrees for itself and its successors and assigns, to hold the YEDC and its agents, directors, consultants, attorneys, officers and employees harmless from and against any and all claims and demands of whatever nature or type, which any such responding company, its representatives, agents, contractors, successors or assigns may have against any of them as a result of issuing this RFQ, revising the RFQ, conducting the selection process and subsequent negotiations, making a final recommendation, selecting a respondent, or negotiating or executing an agreement incorporating the commitments of the selected party(ies).

- By submitting responses, each responding party acknowledges having read the this RFQ in its entirety and agrees to all terms and conditions set out in this RFQ.
- Responses shall be open and valid for a period of ninety (90) days from the due date of this RFQ.

SITE MAP



Request for Qualifications

SUBMITTAL REQUIREMENTS

The Yurok Tribe requires comprehensive responses to every section within this RFQ. To facilitate the review of the responses, respondents shall follow the described qualifications format. The intent of the qualifications format is to expedite the review and evaluation process and not to constrain the respondent with regard to content. It is requested that qualification packets be limited to no more than 50 pages, excluding resumes.

Proposal Submission: Proposals shall be submitted as a paper document, along with a .pdf file of the proposal provided with the paper submittal via a flash drive. Proposals should be bound professionally, and **three** copies of the proposal must be provided.

Cover Letter & RFP Signature Page: Include a Cover Letter and executed Attachment A-Signature and Authority Affidavit Form. The Signature and Authority Affidavit Form must be signed by the person in the proposer’s organization that has the authority to bind the organization to the fees and services proposed.

Selection Criteria: Proposals will be reviewed for completeness and qualifications. Final selection of a team for contract negotiations will be made on the basis of the criteria contained below, utilizing the point system identified in the review matrix.

Review Matrix:

| | | |
|----------|--|----------------|
| 1 | The Consultant’s scope of work, methodology, work plan and budget | 40 |
| 2 | The Consultant’s general experience, qualifications, and ability to perform timely execution of the project work as evidenced by previous projects similar in scope and scale | 30 |
| 3 | The Consultant’s professional credentials in architecture, civil engineering, and cost estimating, including qualifications, expertise and experience of the individuals assigned to the project | 25 |
| 4 | The Consultant’s references | 5 |
| 5 | Majority Indian Owned Business | 5 Bonus |



1. Professional Experience:

Provide a profile of experience for the architect, engineer and any sub-consultants proposed (“team”). This section shall include, but not be limited to the following:

- A. Experience of the team, including the number of years in their respective field(s) and the number of professional staff employed by each team member: Include a brief description of responsibilities and summary resumes of key professional personnel employed by each team member. Include any special certifications which demonstrate special qualifications.
- B. Experience of each team member: Identify the number of years in business and number of employees. Include a brief overview of accomplishments and provide a list of office locations where each phase of this work will be accomplished. Include names, titles, work addresses and work telephone numbers of the responsible corporate officer(s) in the proposed office locations.

2. Past Performance: (Five Project References)

- A. Identify and describe the proposed team’s past experience in providing services that are most related to the services requested within the past ten (10) years. For each project, provide the following information:
 - *Project name, location, contract delivery method and description*
 - *Final project cost and time for completion*
 - *The nature of material change orders*
 - *The nature of adverse claims or litigation*
 - *The Architect/Engineer’s name and representative who served as the day-to-day liaison during each phase of the project (include telephone number and email addresses)*
- B. Identify and describe the proposed team’s past experience working with Tribes.
- C. Identify and describe the proposed team’s past experience working together.

3. Project Approach:

- A. Provide a brief description of the Team’s plan for accomplishing the work and services to be provided to the Tribe, including but not limited to:

- *Activity delivery*
- *Technical approach to each phase of work.*
- *Indicate which team member will participate in each area of the work*
- *Design ideas or concepts*

B. Briefly describe the team’s approach to anticipating, recognizing and controlling safety risks.

C. Briefly describe the team’s approach to anticipating, recognizing and controlling costs associated with the constructability of the project

D. Provide any other details regarding special services, products, advantages or other benefits offered to the Owner by the team.

E. Describe your plan for communicating constructability, phasing, value engineering, and other issues requiring decision-making by the Owner.

F. Provide an explanation of your understanding of the project and how the unique cultural aspects of this project will be handled.

G. Explain your team’s creative process to design a unique, innovative facility that excites visitors to experience the facility.

H. Explain how your team will maintain compliance with all applicable State, Federal, County and Tribal regulations.

4. Legal Concerns:

A. Explain the circumstances and outcome of any litigation, arbitration, or claims filed against any member of the team by a client or any of the same you have filed against a client.

B. Explain the circumstances and outcome of any litigation, arbitration, or claims filed against any member of the team by any client or any of the same you have filed.

5. Fees:

Consultants shall understand that the project is funded by Federal Reimbursement Grants and if the grant funding is frozen or cancelled for any reason, the Consultant and sub-consultants work on the project will also cease.

All proposals shall be a cost reimbursement with an agreed maximum. The fee shall cover all services necessary for the successful execution of the project, including consultations, surveys, soil investigations, supervision, “as-built” drawings, and incidental costs.

Note: The contract for architect/engineer services may not be based on the use of the cost-plus-a percentage-of-cost or percentage of construction cost form of compensation.

Provide information on your preliminary fee structure based on the criteria indicated below, including anticipated reimbursable costs.

- A. Basic architect/engineer services (not to exceed prevailing fees for comparable services in the region).
- B. Submit a schedule of hourly rates by employee classification, including terms and rates of overtime for additional work if requested.
- C. Breakdown by phase and design discipline.
- D. Geotechnical, survey or other supporting engineering services for the design should be broken out separately.

6. Licensure:

Provide documentation that the architects and engineers that will stamp documents are licensed to practice in California. Has the Principal or Project Architect had their license revoked or suspended to practice architecture in any jurisdiction? If so, provide detailed information of the jurisdiction that suspended the license and the reason for the suspension.

7. Point of Contact for the Proposal:

Please identify the point of contact for the proposal submission; please include the following information:

- Name & Professional Title
- Office Phone Number
- Cell Phone Number
- Email Address

8. Majority Indian Owned Business:

If claiming Majority Indian Owned Business status, please provide adequate documentation to support this claim. Documentation must be sufficient for the review team to validate the claim, including corporate ownership structure identifying the majority ownership structure, Tribal affiliation, and supporting documentation by the affiliated Tribal nation.

Attachment A
SIGNATURE AND AUTHORITY AFFIDAVIT FORM

Proposing Company Name: _____

Federal Employer ID Number: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Number of Years in Business: _____

Name the person to contact for questions concerning this proposal.

Name: _____ Title: _____

Phone: _____ Email Address: _____

In signing this proposal, we also certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or team to submit or not to submit a proposal; that this proposal has been independently arrived at without collusion with any other proposer, competitor or potential competitor; and that this proposal has not been knowingly disclosed prior to the opening to any other proposer or competitor. The undersigned, having familiarized themselves with the conditions affecting the cost of the work, having read completely the requirements, hereby proposes to perform everything required and to provide and furnish labor, materials, equipment, tools and all other services and supplies necessary to produce in a complete and workmanlike manner all the materials or products described in the project relating to this proposal.

I further certify that I have carefully examined the proposal documents and all terms herein, and site where the work is to be done and have no agreements to prevent completion of said work.

Signature

Date

Printed Name

Title