

Kiowa Tribe Housing Authority

REQUEST FOR QUALIFICATIONS
FOR ON-CALL SERVICES
(Architectural/Engineering Design and Development & Construction Management)

Due: May 30, 2022



Kiowa Tribe Housing Authority
1701 E Central Blvd
Anadarko, Oklahoma 73005

P: 405-339-8100

Website: www.KiowaHousing.com

TABLE OF CONTENTS

1.0	INTRODUCTION	2
2.0	OVERVIEW	2
2.1	SUMMARY AND BACKGROUND	2
2.2	OBJECTIVES	2-3
2.3	DETAILS	3-4
2.4	GOALS & ACTIVITIES	4
2.5	LOCATION & DEMOGRAPHICS	4
2.6	SCHEDULE	5
2.7	PROJECTS	5
2.8	ADDITIONAL INFORMATION	5-6
3.0	SUBMITTAL REQUIREMENTS	6
3.1	COVER LETTER	6
3.2	OVERALL DDCMT INTRODUCTION	6-7
3.3	TEAM LEAD(S) OVERVIEW	7
3.4	CONSTRUCTION MANAGEMENT QUALIFICATIONS SECTION	7-8
3.5	ARCHITECTURE & ENGINEERING QUALIFICATIONS SECTION	8
3.6	PROCEDURES	9
3.7	REFERENCES	9
3.8	INDIAN PREFERENCE	9
3.9	PAST PERFORMANCE & ACTIONS	10
3.10	RATES	10
3.11	OTHER	10
4.0	SELECTION CRITERIA	11
4.1	SUBMITTALS	11
4.2	SCORING	12
4.3	PROCESS	12
4.4	GENERAL	13
5.0	CLOSING	13

1.0 INTRODUCTION

The Kiowa Tribe Housing Authority (herein “KTHA”) of the Kiowa Tribe in Oklahoma (herein “Kiowa Tribe” or “Nation”) is focused on providing safe, healthy, and affordable housing in collaboration with the Nation’s leadership, and other tribal programs that collaborate with the KTHA. The KTHA is focused on improving upon past plans and projects to provide long-term solutions for tribal members and their families that is community focused, and supportive of multiple generations who wish to uphold tribal identity, culture, and traditions.

2.0 OVERVIEW

2.1 Summary and Background

The KTHA intends to retain one (1) highly qualified Design, Development & Construction Management Team (herein “DDCMT”) to provide as-needed or “on-call” services for a variety of efforts to be undertaken over a performance period as determined by the KTHA upon award, which shall be a minimum of one (1) year, with options to extend based on performance. The KTHA anticipates entering into an On-Call Services Master Agreement with the DDCMT to provide professional services for a variety of program activities and projects. The selected DDCMT may be asked to provide professional services or technical assistance proposals on specific, project/task-by-project/task basis, based on agreed-upon specific scope of services and fees through Task Orders outlining scope, schedule, and fees for each activity or project requested of the DDCMT by the KTHA.

Funding sources for each project may vary for each project/task order, and any assignment shall comply with the requirements of the funding source or agency. Additionally, some technical assistance may be required to bolster the KTHA’s efforts to secure additional funds, and/or provide content (images, budgets, data, case studies, etc.) for presentations to various stakeholders as may be requested. Lastly, in regards construction, the KTHA intends to act as General Contractor, with the support of the construction management aspects of the DDCMT, in the implementation of any construction projects that result from any design and development activities undertaken.

2.2 Objectives

The KTHA is seeking a diverse team to comprise the DDCMT that will undertake various task orders for work done under On-Call Services Master Agreement. The overall team should have proven experience in working directly with tribally designated housing entities (TDHE), and the tribal communities they serve. Additionally, the proposed team must be familiar with working with multiple funding sources, pre-development activities, phased planning & implementation, as well as interacting with multiple local/tribal/federal programs and agencies. The KTHA desires to work with a DDCMT that takes part in and/or deeply understands indigenous lifeways, especially tribal cultures. The KTHA will look for a DDCMT with demonstrated solutions that keep the idea of resilient tribal governance and strong Native communities in mind while providing a viable plan for development, capitalization (funding), internal capacity building, and implementation. The DDCMT may be required to work closely with the KTHA to interface with the tribal leadership, tribal programs, and/or tribal communities to refine strategic direction and planning, creative leverage project funding, and generally provide services as need to get projects from planning to design to construction to completion.

This Request for Qualifications (RFQ) intends to establish a trusted, professional working relationship with a DDCMT with a breadth and depth of skills and abilities to assist, support, and deliver on multiple planning, design/engineering, technical assistance, capacity building, as well as construction management projects. Thus, the KTHA is viewing this RFQ as means of satisfying the CFR requirements for solicitations from multiple vendors that is often the requirement for federal funding, such as HUD, and other federal agencies. In addition, due to the nature of multiple funding sources often being utilized over time to complete a singular project, KTHA also wishes to procure the phased services, via multiple task orders, if necessary, from the same DDCMT through the vehicle of this solicitation / RFQ.

2.3 Details

The KTHA fully intends to strengthen its existing efforts, while opening up the avenues to project types and funding sources that will maximize the ways in which the KHTA and the Nation provides services, housing, and supportive community projects. Through the intentional integration of services, programs, and projects, the KTHA feels it can contribute to the creation of opportunities for citizens to live, work, and prosper close to home, as housing and community development plays a crucial role in a person's or family's overall well-being.

The successful DDCMT will have a wide range of experience and skill sets, with the proper licensure and insurance to practice in Oklahoma, in the following areas:

CONSTRUCTION MANAGEMENT SERVICES

- Capacity Building Support to the KTHA, acting as its own General Contractor
- Construction Services Coordination
- Construction Scheduling
- Cost Estimating and Value Engineering
- Permitting and Inspections Coordination
- Project Reporting

ARCHITECTURAL/ENGINEERING (A/E) PROFESSIONAL SERVICES

- Civil Engineering, which can also include indication of being able to secure:
 - Professional Land Surveying (including platting & re-platting)
 - Geotechnical Soils Testing and Engineering
- Landscape Architectural Design / Irrigation Layout
- Structural Engineering
- Architectural Design + Interiors
- M/E/P Engineering and Fire Protection Design
- Commissioning

PRE-DEVELOPMENT & PLANNING

- Facilitation and community engagement
- Visioning and goal setting
- Research on culture/traditions for inclusion in projects
- Site Selection / Due Diligence (re: land use, zoning, platting, easements, covenants, etc.)
- Life cycle analysis (first cost vs. longer term savings on systems selection)
- Special studies and reports (e.g., land use, resources, etc.)
- Master planning and economic feasibility for phased development
- Programming and concept development

TECHNICAL ASSISTANCE & CAPACITY BUILDING SUPPORT

- Support to the KTHA's development team which includes internal KTHA staff, and third-party development consultants and grant writing vendors
- Preliminary Engineering Reports
- Metrics and Building Performance Measurement

2.4 Goals & Activities

The KTHA intends to work with the Design, Development & Construction Management Team (DDCMT) to achieve the following activities and projects over time, which may include, but are not limited to:

- Site selection / due diligence
- Boundary and Topographic Surveying
- Geotechnical Soils Testing and Reports
- Platting and/or re-platting
- Master planning / phasing
- Land use analysis / reports
- Feasibility studies / reports
- Community engagement
- Visioning and goal setting
- Research on culture/traditions for inclusion in projects
- Grant-writing support
- Building efficiency optimization and analysis
- Compliance and organizational training
- Various support in accessing various funding sources
- Pro-formas and Sources/Uses
- Preliminary Engineering Reports (PER)
- Integrated Project Delivery / Integrated Project Methodology
- A/E Professional Design Services:
 - Programming
 - Concept and/or Prototype Development
 - Budgeting / Opinions of Cost
 - Renderings and presentation content / boards
 - Design & Engineering (SD, DD, CD, Bidding, CA, Closeout, etc.)
 - Energy and Lighting Analysis / Modelling
 - Life Cycle Analysis and Optimization
- Construction Management Services
- Various activities and/or projects as may be determined by the KTHA

2.5 Location & Demographics

The Kiowa Nation is a self-governed Native American tribe in Oklahoma. The area where the activities and projects will take place / will be built within the KTHA service delivery area in southwest Oklahoma. This landscape is a diverse geography, consisting of low hills, plains, ravines, as well as a multitude of creeks, rivers, and lakes. The region is subject to temperature extremes, high warm-weather humidity, severe thunderstorms / hailstorms, and occasionally, tornado conditions.

2.6 Schedule

The following overall schedule for this work is anticipated:

April 29, 2022	Request for Proposals Submittal Response Period Officially Begins
May 15, 2022	Deadline for Submitting Questions in Writing
May 30, 2022	Qualifications Due
June 10, 2022	Final or Shortlisted Firms Notified* <i>*The KTHA reserves the right to make final decisions at this date in time without shortlisting, or if limited responses are received.</i>
June 15-20, 2022	Follow-up / Interviews (if necessary / specific dates to be determined)
June 25, 2022	Successful Firm(s) Notified** <i>** Final Notification may occur earlier if no follow-up or interviews are done</i>
June 25-31 2022	Negotiations for On-Call Services Master Agreement

2.7 Projects

The KTHA / Nation has the ability to utilize HUD, tribal, and/or various other federal and state funding sources for activities and projects as may be needed. Additionally, other funding sources for future (currently not identified or planned) phases of work, which will be managed by the KTHA with inputs from the DDCMT.

The projected budget for future phases of planning, design, and construction of new building(s) and infrastructure has not yet been determined.

The KTHA reserves the right to add additional scope/services to the with the mutual consent of the contracting parties to the On-Call Services Master Agreement within the performance period.

The KTHA / Nation reserves the right to negotiate any and all elements of any On-Call Services Master Agreement resulting from this RFQ.

Reimbursable / Travel expenses for the successful applicant will be negotiated based on proximity to the project site on a task-by-task basis as a part of each individual Task Order requested by the KTHA.

2.8 Additional Information

The intent of the KTHA is to commence immediately with certain activities and scopes of work immediately, given that some funds are available now, while also having the intention to move into scopes and phases of work as soon as funding is available. The following key aspects shall guide the prospective respondent at this time:

- The first project shall be the design and construction of a community of Elder Homes in Carnegie, Oklahoma
- The second project shall be the design and construction of a single-family homes in Anadarko, Oklahoma
- Other projects may be assigned as the needs of the KTHA / Nation develop during the period of performance.

- The KTHA wishes the Project Lead(s) to be an entity or combination of entities led by a qualified Construction Management Firm for the construction related side of the services requested, and a qualified Architecture Firm for the A/E professional services side. Due to the risks and liabilities more inherent in the construction aspects of the services requested, **it is the KTHA's requirement that the Construction Management entity be the primary contract holder for the DDCMT proposed.**
- The DDCMT shall take responsibility for the accuracy and completeness of all applications, analyses, reports, plans, specifications, etc. (hereinafter the "documents") prepared. These may be reviewed by the KTHA for conformity with the requirements of funding source(s) applicable, in the case of certain projects. Reviews by the KTHA may contain comments or questions, but shall not include detailed directives, reviews, or checking of any professional design/engineering or the accuracy with which such designs are depicted in the documents vis-a-vis any regulations or codes, which is the responsibility of the design/engineering professional(s). The documents submitted under any agreement/task order shall be of a quality acceptable to the KTHA and local authority having jurisdiction, which may include planning and zoning requirements of any municipality as may apply.
- More detailed scope of work will be provided as needed when/if a specific Task Order proposal is requested of the DDCMT by an authorized representative of the KTHA / Nation. All Task Orders shall include the staff title, hours, hourly rate, and totals as related to the specific activity or project.
- The KTHA anticipates the term of any On-Call Services Master Agreement(s) awarded as a result of this RFQ will be for a minimum period of one (1) year, but no longer than four (4) years, with an option to renew at the KTHA's discretion for up to two (2) additional two-year terms, subject to need, funding availability and satisfactory delivery of services. The KTHA makes no guarantee, express or implied, of a specific volume of work or a total contracted amount from any award or awards from this RFQ.
- The KTHA / Nation may reject responses if it is deemed to be in the best interest of the KTHA / Nation.

3.0 SUBMITTAL REQUIREMENTS

Response submittals will be evaluated in accordance with the following Submittal Requirements and Evaluation Criteria. **Please organize your submittal corresponding to the order of the sections below. Each submittal shall be on letter-size pages with easy-to-read fonts and should include a cover, table of contents and back cover.**

3.1 Cover Letter

In a short (one or two page) cover letter, provide a statement of interest in the work and a summary of your proposal. The letter should display a clear understanding of what is needed by the KTHA, familiarity with the culture of the Kiowa people as well as Native American tribes in general. Explain why the proposed Team should be considered for selection.

3.2 Overall DDCMT Introduction

A brief description – no more than four (4) pages. At a minimum, include the following:

- A. A brief Statement of Qualifications expressing general approach, overview,

objectives, and structure being offered by the DDCMT. If a partnership is being proposed for the lead firm, please explain the relationship. Native American / Tribally owned businesses are preferred as project leads.

- B. Org Chart showing overall DDCMT lead entity, and subsequent tiers of the team indicating each service sector and team personnel comprising the entire DDCMT.
- C. Bullet pointed listing of services offered by the overall DDCMT being introduced. Must, at a minimum, possess capabilities to provide all services listed in this RFQ.

3.3 Team Lead(s) Overview

A brief description – no more than two (2) pages per Team Lead. At a minimum, include:

- A. Name(s) of Team Lead(s) covering the following:
 - a. Construction Management
 - b. A/E Professional Services
- B. For each Team Lead, provide:
 - a. Firm Profile – mission statement, general experience overview, and listing of services in paragraph form. If relevant, discuss knowledge, capabilities, cultural awareness/participation, resources, technology, expertise, methods, etc., to be leveraged in the delivery of services.
 - b. Business Type (e.g., Sole Proprietorship, Corporation, LLC, Partnership, etc.)
 - c. Ownership structure. Note: indicate percentage ownership by Native American tribes or tribal members, when applicable
 - d. Date of formation / incorporation
 - e. State of Incorporation
 - f. Tax Identification Number (EIN)
 - g. Number of years the organization has been in business
 - h. Business location(s) and address
 - i. Business phone number
 - j. Primary point of contact Name, Phone and Email.
 - k. Awards or accolades

3.4 Construction Management Qualifications Section

A more detailed section – no more than eight (8) pages highlighting details on the Construction Management side of the DDCMT, and shall contain the following:

- A. Project Experience covering the any of the following:
 - a. Projects showcasing construction management and/or construction, as well as any planning, pre-development, training & technical assistance, capacity building, and overall project development aspects.
 - b. Housing and Community Development projects, including, but not limited to:
 - i. American Indian / Tribal housing
 - ii. Affordable housing – single family, multi-family, etc.
 - iii. Housing with public funding sources (e.g., HUD, LIHTC, NMTC, etc.)
 - iv. Master planned developments with housing / community components
 - v. Supportive housing for vulnerable populations
 - c. On-Call Service Contracts (e.g., IDIQ, blanket services agreements, etc.)
 - d. Provide references to a primary contact person (i.e., Owner's Rep) and phone

number for each project. If applicable, list value of the activity or project, start and end dates and a brief description of services utilized on the project.

- B. Key Personnel Experience / Qualifications for each individual staff member being proposed on the overall team, covering the following:
 - a. Name, Title, and Credentials
 - b. Role on the project + firm affiliation
 - c. Brief bio listing years of experience, skills, abilities, qualifications, and applicable experience
 - d. Education (institution of learning attended, degrees obtained, etc.)
 - e. Professional affiliations
 - f. Certifications (e.g., licenses, registrations, etc.)
 - g. Heritage – Indicate any Native American citizenship or descendency
- C. Firm Licensing and Insurance
 - a. List the jurisdiction and trade categories legally qualified to do business and indicate registration and/or license number, if applicable.
 - b. List types of insurance products held by Team Lead for Construction Mgmt. Include: insurers name, policy number, types of insurance & limits, and expiration date.

3.5 Architecture and Engineering Qualifications Section

A more detailed section – no more than sixteen (16) pages highlighting details on the A/E professional services side of the DDCMT, and shall contain the following:

- A. Project Experience covering any of the following:
 - a. Projects showcasing architectural and engineering services, as well as any planning, pre-development, training & technical assistance, capacity building, and overall project development aspects.
 - b. Housing and Community Development projects, including, but not limited to:
 - i. American Indian / Tribal housing
 - ii. Affordable housing – single family, multi-family, etc.
 - iii. Housing with federal and or state funding sources (e.g., HUD, LIHTC, NMTC, etc.)
 - iv. Master planned developments with housing / community components
 - v. Supportive housing for vulnerable populations
 - c. On-Call Service Contracts (e.g., IDIQ, blanket services agreements, etc.)
 - d. Provide references to a primary contact person (i.e., Owner’s Rep) and phone number for each project. If applicable, list value of the activity or project, start and end dates and a brief description of services utilized on the project.
- B. Key Personnel Experience / Qualifications for each individual staff member being proposed on the A/E team for the services required in this RFQ, covering the following:
 - a. Name, Title, and Credentials
 - b. Role on the project + firm affiliation
 - c. Brief bio listing years of experience, skills, abilities, qualifications, and applicable experience

- d. Education (institution of learning attended, degrees obtained, etc.)
 - e. Professional affiliations
 - f. Certifications (e.g., licenses, registrations, etc.)
 - g. Heritage – Indicate any Native American citizenship or descendency
- C. Firm Licensing and Insurance
- a. List the jurisdiction and trade categories legally qualified to do business and indicate registration and/or license number, if applicable.
 - b. List types of insurance products held by Team Lead for A/E Services. Include: insurers name, policy number, types of insurance & limits, and expiration date.

3.6 Contractor Qualification Statement

Complete and notarize the KTHA Contractor Qualification Statement to summarize the above submittal requirements.

3.7 Procedures

On no more than four (4) pages, outline clearly and concisely how your proposed DDCMT proposes to undertake this effort. Share your knowledge and experience as it relates to an integrated process and on-call service contracts. Comment on the team's capacity and availability to provide services and undertake the work. Discuss methods of project management, scheduling, collaboration and how best to achieve project milestones and deliverables. The KTHA is looking for a highly integrated process and team, one capable of engaging key stakeholders and the community appropriately, able to interpret and express culture in design, as well as offer key assistance on grants and funding applications. One that is technically proficient and masterful in its delivery of design and construction projects from concept to completion. It is very important the team show how it is capable and well-versed in working with Native American communities and tribally designated housing entities. Share knowledge and experience as it may relate to planning, development, fund-sourcing, technical assistance, capacity building, design, and implementation.

3.8 References

Include, on no more than two (2) pages, at least three (3) professional/trade references (identify contact person, address, telephone number, project) for each of the following:

- a. Construction Management Lead
- b. A/E Professional Services Lead

Additionally, as an option, provide quotes or supportive comments from former clients or collaborators that may further illustrate the quality and character of the Team Lead(s).

3.9 Indian Preference

Submit evidence of tribal or individual citizen ownership and control of the Team Lead(s) showing at least 51% or more. This may include one or more of the following:

- a. Individual enrollment with a federally recognized Native American tribe, including, but not limited to a tribal identification card or Certificate of Indian Blood. Include stock certificate of majority ownership that matches the name on the identification provided.
- b. Tribal ownership documentation of the business by a federally recognized Native American / American Indian Nation ("Tribe"), or instrumentality (e.g., tribal economic development program, etc.) of said Tribe.
- c. References to Native-Owned Business certification (i.e., TERO, CESO, Preferred Vendor, etc.) by other Tribes may be listed as supporting evidence but are not considered as the primary proof for Indian Preference. In some regards, it will be looked upon favorably if the DDCMT is led or co-led by Native American / American Indian business or businesses that not only has achieved TERO certifications but shows a strong commitment to hiring and retaining Native American employees and sub-consultants, as well as partakes in Native American activities, cultures, languages, and traditions.

3.10 Past Performance and Actions

Statement addressing the following questions, which must be answered for the proposal response to this RFQ to be considered for review and scoring:

1. Bullet point listing all tribes any DDCMT team member, individually or on a combined team, has worked with inside the past ten (10) years, including sub-bullets for tribal programs, tribally designated housing entities, tribal non-profits, and/or federal agency offices (e.g., BIA, IHS, etc.) supporting the local tribal functions.
 - *Any member of the Construction Management Team and/or A/E Team.*
2. Has your organization ever failed to complete work it has been awarded inside the last five (5) years? If so, please explain the circumstances and outcomes.
 - *Construction Management Lead response only is requested.*
3. Is your organization registered with Beta.Sam.gov? If so, please provide the exact spelling of your name as it appears in the system, as well as your CAGE Code.
 - *Construction Management Lead + A/E Team Lead response requested.*
4. Are there any judgements, claims, mediation / arbitration proceedings, or lawsuits pending or outstanding against your organization or its officers?
 - *Construction Management Lead + A/E Team Lead response requested.*
5. Has your organization had any claims, lawsuits or requested arbitration with regards to construction management and/or construction contracts within the past five (5) years?
 - *Construction Management Lead response only is requested.*
6. Within the past five (5) years, has any officer or principal ever been an officer or principal of an organization which failed to complete a construction contract?
 - *Construction Management Lead response only is requested.*

3.11 Rates

Listing of hourly rates for personnel and staffing for each firm and position type on the DDCMT. Add any known rates for reimbursable expenses.

3.12 Other

In addition to these requirements, feel free to include any other helpful information.

4.0 SELECTION CRITERIA

4.1 Submittals

Selection of a qualified Design, Development & Construction Management Team will be based on review of the responses to this Request for Qualifications. However, the KTHA reserves the right to interview the most qualified firms based on the number of submittals and relative credentials. Unnecessary marketing information or firm boilerplate is discouraged and will not be considered.

Any official responses to questions or requests for clarification will only be issued in writing before the cut-off date. Verbal discussions are non-binding. All requests and clarifications shall be coordinated via phone or email with:

Kiowa Tribe Housing Authority
Billy Komahcheet
Executive Director
KTHA Headquarters
P: 405-339-8100, M-F, 8a-4:30p
Bkomahcheet@kiowahousing.com

Compliance Officer to the KTHA
Allecia Morgan
Compliance Officer
KTHA Headquarters
P: 405-339-8100, M-F, 8a-4:30p
Amorgan@kiowahousing.com

One (1) electronic PDF copy of the Submittals of Qualifications must be sent **no later than (4:30 PM CST) Monday, May 30, 2022**. No late or faxed submittals will be accepted. Emails shall contain the subject “KTHA - RFQ “DDCMT” + the **submitting firm or firms’ name** on the email subject header.

The submission of the electronic PDF of the Submittals of Qualifications shall be remitted to:

Yvette Zotigh
Assistant to the KTHA Executive Director
yzotigh@kiowahousing.com

The KTHA shall have the right to reject any or/and all Submittals of Qualifications, waive informalities, or accept any Submittals of Qualifications with intent to enter into contract negotiations, or combination thereof which appears to serve the best interest of the KTHA. Award of the project(s) may be subject to Kiowa Tribe regulatory requirements. Upon request, and as a part of any negotiations, Teams shall be required to provide proof of suspension and debarment certification.

4.2 Scoring

The objective is to select the most qualified Team with sensitivity towards tribal / Native American housing and community needs for the professional services to be rendered, at a compensation determined at a fair and reasonable price on a task-by-task basis.

POINTS: FACTORS FOR EVALUATION:

10 Cover Letter, Introduction and Overview

30 Prior and applicable experience on projects, especially for Native American tribes and housing programs. Specialized experience and technical competence in all applicable aspects of standard model designs and custom designs for public / tribal housing, including experience by all disciplines in planning, design & construction, cost controls, as well as systems maintainability and reliability in rural, and remote regions.

25 Proposed team and personnel qualifications and experience. Special consideration for members of staff who are either Native American and/or have deep understand and connections to Native American communities.

15 Understanding how to implement scope(s) of work using clear procedures and timeframes. Capacity to respond and accomplish the work in the required time. Sensitivity to Native American culture and life on Indian Reservations.

10 Overall quality and content of proposal and its demonstration of understanding and adherence to the Format of the Request for Qualifications.

10 Indian Preference

100 TOTAL POSSIBLE POINTS

4.3 Process

Qualifications received from this request will first be reviewed by the KTHA Executive Director and assisting staff for completeness and compliance with all submittal requirements.

Before any scoring or final decisions, the KTHA may, at its discretion, schedule face-to-face interviews or telephone/video conferences with each Team(s). The KTHA also reserves the right to *not* schedule face-to-face interviews or telephone/video conferences with each Team, and instead assemble a Selection Committee to review and score the proposals submitted.

Following the completion of the evaluation, the KTHA will enter into contract negotiations with the Team(s) selected. If a mutually satisfactory agreement cannot be negotiated with the Team(s) selected, said Team(s) will be asked to document a final offer in writing before terminating negotiations. Negotiations will then be initiated with the next-ranked Team(s) and so forth, until a contract has been negotiated with a qualified Team(s) or halted at the discretion of the KTHA.

4.4 General

1. There is no expressed or implied obligation for Owner to reimburse responding firms for any expenses incurred in preparing proposals in response to this request.
2. Owner reserves the right to retain all submitted proposals and materials.

5.0 CLOSING

Thank you in advance for your interest in Kiowa Tribe Housing Authority's **RFQ for a Design, Development & Construction Management Team RFQ** as it relates to the potential activities and project services listed herein. Please contact the KTHA staff and KTHA consultants above at the emails indicated above if you require additional information. Questions will be accepted and responded to only if submitted in writing by email.

It is understood that confidential information may be provided by the Offeror to the KTHA / Kiowa Nation that is and must be kept confidential. To ensure the protection of such information, it is agreed that the KTHA / Nation shall limit the disclosure of confidential information within its own government to its directors, officers, employees, or independent contractors having a need to know. The Nation will not disclose the confidential information obtained to anyone unless required by law to do so.