



CHEHALIS TRIBAL HOUSING AUTHORITY
MERRITT & PARSONS VILLAGE DUPLEX DEVELOPMENT
PUBLIC REQUEST FOR PROPOSALS (RFP)
10 MANUFACTURED DUPLEX BUILDINGS | 20 RENTAL UNITS

PUBLIC REQUEST FOR PROPOSALS | COMPREHENSIVE DUPLEX CONSTRUCTION REQUIREMENTS

PROJECT INFORMATION

Item	Requirement
Issuing entity	Chehalis Tribal Housing Authority (CTHA)
Contract	One combined firm-fixed-price turnkey construction contract
Project	Five duplex buildings at Merritt; five duplex buildings at Parsons Village
Solicitation issue date	October 16, 2026 (confirm actual website posting)
Written questions due	October 21, 2026, 12:00 PM Pacific
Proposal receipt deadline	October 27, 2026, 12:00 PM Pacific
Public opening	October 27, 2026, 12:15 PM Pacific, CTHA office
Proposal contact	Paula Klatush, Housing Specialist • Paula.klatush@chehalis tribe.org
Sealed delivery	CTHA, Attn: Paula Klatush, 10 Petoie Lane, Oakville, WA 98568

1.1 Project Description

The Confederated Tribes of the Chehalis Reservation Housing Authority (CTHA) publicly requests proposals from qualified contractors to purchase, supply, deliver, install and complete ten manufactured duplex buildings and associated site development at Merritt and Parsons Village. CTHA anticipates one combined turnkey construction contract, subject to applicable procurement and Indian preference requirements, Board approval, and contract execution. No CTHA estimate or available budget is disclosed. The contract will include all contract terms required by the CTHA Finance Manual and Tribal Law, as applicable. The selected contractor will be required to comply with Chehalis Tribal law and applicable federal law.

1.2 Communications

The Tribe's representatives for receiving questions, requests for clarification, or other communications about this RFP is Paula Klatush, Housing Specialist, Paula.klatush@chehalis tribe.org. All requests for clarification of the RFP must be made in writing (email is acceptable) addressed to this representative and must be submitted no later than October 21, 2026, at 12:00 PM Pacific. All answers to questions will be made in writing and delivered via email to all potential bidders who request such notification and provide

an email address. Prospective proposers who request additional documents may be charged a fee for the production and mailing of the requested materials.

1.3 Proposal Submission Instructions

Submit one signed original proposal in a securely closed envelope marked “PUBLIC RFP PROPOSAL — MERRITT & PARSONS VILLAGE DUPLEX DEVELOPMENT.” **The Proposal must be received by October 27, 2026 at 12:00 PM Pacific in order to be considered. Proposals must be mailed to the following address:**

CTHA, Attn: Paula Klatush, 10 Petoie Lane, Oakville, WA 98568

Proposals received after the stated deadline will not be considered. Optional site visits may be arranged through the listed contact. Material questions and responses will be provided to all prospective proposers through written addenda. Proposers shall acknowledge addenda on Form I.

1.4 Award of Contract

Proposals will be opened on October 27, 2026, at 12:15 PM Pacific, at the CTHA office and scored according to the evaluation criteria described herein. The proposal with the highest adjusted score will be awarded the contract. If no proposal is deemed sufficient or receives an acceptable score, all proposals will be rejected.

Once the award has been completed, CTHA will notify proposers of award or rejection via written communication.

CTHA reserves the right to waive irregularities and to reject any and all proposals at its sole discretion.

2 | PROJECT DESIGN BASIS AND CONTRACTOR RESPONSIBILITIES

- Ten buildings, each containing two residential units, using the same reference duplex floor plan and design basis at both sites. Reference layout indicates approximately 30 ft × 62 ft footprints; verify dimensions against issued building plans.
- The successful contractor shall PURCHASE AND SUPPLY all ten manufactured duplex buildings; CTHA will not furnish the buildings.
- Equivalent manufactured duplex models may be proposed only when documented to meet all mandatory dimensional, layout, material, accessibility, performance and quality requirements. Any proposed substitution must be identified and accepted by CTHA.
- Contractor shall provide personnel, project supervision, materials, equipment, cranes, transport permits, delivery, sitework, foundations, anchorage, utility installation, inspections, testing, final cleanup, closeout documents and warranty service.
- Contractor shall verify site conditions and coordinate surveys, required design and engineering, permits, utility providers, inspections and construction approvals. No work shall begin before applicable approvals and authorizations.
- Proposer shall include separate site prices, an itemized construction cost schedule, and a combined total; all required work is included unless a written addendum expressly excludes it.

3 | DETAILED DUPLEX CONSTRUCTION SPECIFICATIONS

The following specifications are established as proposed minimum construction requirements for this duplex development. The issued Merritt duplex building plans and applicable codes govern; items marked

[CONFIRM] require CTHA approval before publication. Do not assume prior single-family-home garages, sheds or lot-specific features are required.

3.1 Building envelope and finishes

- Roof: minimum 30-year warranty roofing system; provide manufacturer, material, color, warranty and installation details.
- Windows: energy-efficient low-E glazing, code-compliant egress, screens and trim; furnish manufacturer and performance data.
- Exterior doors: insulated, weather-sealed doors with accessible hardware, deadbolts and code-required landings.
- Siding: James Hardie or comparable durable siding with suitable weather barrier, trim, flashing and exterior finish.
- Gutters, downspouts and drainage: complete roof runoff collection and positive discharge away from foundations.
- Interior/exterior painting: finished surfaces with appropriate primer, coatings, moisture protection and touch-up.
- Flooring: durable vinyl plank or comparable low-maintenance flooring; no carpet unless CTHA expressly approves.
- Cabinets: solid wood/plywood components rather than particleboard per prior RFP standard [CONFIRM manufacturer feasibility]; durable hardware.
- Counters: solid-surface countertops with matching backsplash or CTHA-approved equivalent.
- Window coverings, interior trim, closets, baseboards, door stops and complete residential hardware.

3.2 Mechanical, electrical, plumbing and appliances

- Mini Split air cooling/heating system sized for each individual unit; provide equipment model, efficiency, controls, installation, commissioning and warranty.
- Plumbing: PEX or approved equivalent; complete fixtures, valves, shutoffs, testing and code-compliant connections.
- Water heater for each unit; tank or tankless as permitted by plans and applicable energy standards.
- Electrical: complete panels, breakers, outlets, lighting, GFCI/AFCI protection, detectors, exterior lights and utility service connections.
- Kitchen package for each unit: refrigerator/freezer, range, exterior-vented kitchen exhaust/microwave combination, dishwasher.
- Laundry package for each unit: washer and dryer, including required connections, venting and drainage.
- Submit make/model, technical data, warranty and operating instructions for appliances and major equipment.

3.3 Accessibility, entries and life safety

- Meet applicable accessibility requirements for the development and all applicable building and life-safety codes; final unit-by-unit accessibility configuration must be verified against the issued plans and governing requirements.
- Prior RFP called for at least one ADA-compliant entry ways apply to duplex units.

- Provide code-compliant porches, decks, landings, stairs, handrails, guards, skirting and accessible routes as applicable to approved duplex plans.
- Provide smoke/carbon monoxide alarms, required ventilation, fire separation between dwelling units and safe egress.
- Provide two-vehicle off-street parking per dwelling unit only if required by approved site plans or jurisdiction [CONFIRM]; include approved driveways and pedestrian access.

3.4 Site finishes and exterior improvements

- Complete grading, drainage, trenching/backfill, erosion control, excavation, compaction, stabilization and site restoration.
- Concrete walks, curbing, driveways, accessible routes, and entrances as shown in approved site plans or required by code.
- Landscaping, seeding, soil stabilization.
- Temporary power, water, sanitation, waste collection, jobsite security, traffic controls, protection of adjoining property and repair of contractor-caused damage.

4 | MERRITT SITE — FIVE DUPLEX BUILDINGS

Use the furnished Merritt site layout, utility markings and septic/grading reference drawings. Contractor shall verify actual conditions and provide all engineering, permitting, installation and completion work required for five duplexes (ten units), including foundations, access, driveways, grading, stormwater, power, water and complete septic installation and connections. Septic system design/equipment specifications and approval status must be confirmed against the issued Merritt septic drawings; the project specifications's single-family septic model shall NOT be assumed to govern this project.

- Coordinate location and connection of five duplexes with the Merritt site layout and setbacks.
- Install complete approved septic collection, tanks, distribution and disposal systems as shown or required by approved Merritt design; inspections and testing included.
- Include necessary excavation, trenching, water service, electrical service, utility coordination, site drainage, paving/driveways, walks, final grading and restoration.
- Identify any conflict between reference site drawings and actual field conditions by the written questions deadline.

5 | PARSONS VILLAGE — FIVE DUPLEX BUILDINGS

The two-page Parsons Village preliminary duplex layout depicts three duplex buildings near Petoie Lane and two near Niederman. Treat as a preliminary location reference, not a final engineered site plan. The contractor shall supply all five duplexes (ten units), coordinate the approved site layout and provide necessary site-specific design and construction.

- Wastewater: furnish on-site collection and connecting infrastructure to the previously designed sewer pipeline; obtain required connection approvals, inspections and tests. Do not include septic systems or redesign of the previously designed sewer pipeline.
- Road access: design and construct or widen roadway access necessary to serve the development. Contractor may propose an approach from Niederman or Petoie Lane, or another lawful feasible access, subject to CTHA and applicable authority approval. Include earthwork, drainage, base, surfacing, utility adjustments and required safe resident/emergency access. CTHA does not prescribe a route or width in this IFB.

- Include water, electric and specified communication connections, foundations, drives, walks, grading, drainage, site restoration, inspections and completion.
- Proposer shall explain its roadway/access and sewer-connection approach and include ALL such work in the Parsons Village base price.

6 | PLANNING, ENGINEERING, PERMITS AND DELIVERABLES

- Before construction: field verification; proposed site layout and access approach; surveys as required; grading/drainage and erosion control plans; foundation/anchorage engineering; utility connection plans; permit applications; manufacturing and delivery schedule.
- Construction: approved building/foundation plans, framing and roof details as applicable, elevations, cross-sections, manufacturer installation instructions, inspections and testing records.
- Completion: final approvals/occupancy documents, as-built site and utility plans, warranties, operation and maintenance manuals, equipment schedule, appliance documentation, punch-list clearance and turnover orientation.
- Contractor shall coordinate all necessary permits and fees; which permit fees are owner-paid versus contractor-paid must be resolved in the final contract [CONFIRM].
- No site work or ordering commitment shall be authorized until required contract, environmental and other preconstruction approvals are satisfied.

7 | PROPOSAL REQUIREMENTS

Proposers shall complete Forms A-I and provide manufacturer product literature and construction specifications demonstrating compliance.

8 | EVALUATION CRITERIA

Following the date for opening proposals noted herein, CTHA will evaluate and assign a score to each proposal based on the following criteria:

Specialized knowledge, experience, and technical competence that the bidder displays for the work required, based upon qualifications and work history. Proposal includes examples of similar projects completed with the names of representatives from the organizations served that can be contacted as a reference for your work on the project.	[Up to 25 points]
Overall quality of the proposal submitted, based upon the opinion of the evaluators. Proposals will be evaluated on format, incorporation of requested proposal content, and readability.	[Up to 15 points]
Approach to project includes a comprehensive plan for working with stakeholders to produce an end result with which community and tribal leaders are excited to move forward.	[Up to 30 points]
The proposed cost of the services. Bid amount will be scored based on both the reasonableness of the proposed costs and the thoroughness of the detail provided for expected expenses. Preference	[Up to 15 points]

will be given for detailed cost breakdown that clearly shows the bid amount for each item in the Scope of Work.	
TOTAL POINTS	100 Points

The highest scoring proposal will be awarded the contract. However, if no proposal achieves a sufficient score, no proposal will be awarded the contract. CTHA will receive proposals by the published deadline and follow the proposal opening, evaluation, clarification, and selection procedures established in the final public RFP. CTHA may reject proposals or cancel the solicitation at its sole discretion as permitted by applicable law and policy. Any award is subject to Board of Commissioners approval, funding availability and execution of a written contract. CTHA Board approval is required before award. No award is guaranteed solely on the basis of the lowest proposed price.

Statement on exercise of tribal preference:

CTHA will award the contract to an Indian-owned economic enterprise over a non-Indian-owned economic enterprise, if such Indian-owned and non-Indian-owned enterprises are equally qualified and submit equally priced bids. In addition, CTHA will award the contract to the qualified Chehalis Tribe or Chehalis tribal member-owned economic enterprise with the lowest responsive price if such price is reasonable and is no more than 10% higher than the lowest responsive quotation received from an equally-qualified bidder.

Acceptable documentation of Indian-owned enterprise must show that a federally-recognized Indian Tribe or enrolled member(s) of such a Tribe own at least 51% of the enterprise.

9 | CONTRACT CONDITIONS — FOR LEGAL COMPLETION

The project contract will include, but is not limited to, the following terms

- Insurance, indemnity, liability allocation, liquidated damages, warranty, change orders, payment milestones, retainage if applicable, delay and completion provisions, dispute resolution, termination, inspections and acceptance.
- Bonding:
 - each bidder/proposal must include proposal guarantee equivalent to five percent of the bid price. The bid guarantee must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute any required contractual documents within the specified timeframe.
 - The selected contractor must obtain a performance bond for 100% of the contract price, and a payment bond for 100% of the contract price unless an approved alternative applies
- Indian preference, applicable NAHASDA labor standards, debarment, environmental clearance, records access, audit rights, federal contract provisions, Tribal codes and governing law must be reviewed and included as applicable.
- Tribal prevailing wage and/or Davis Bacon prevailing wages will apply.
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RFP EVALUATION AND AWARD | LEGAL REVIEW

CTHA will review proposals for completeness, mandatory technical compliance, demonstrated contractor qualifications and capacity, project delivery approach, schedule, and proposed price.

FORM A | PROPOSAL PRICE SCHEDULE — COMPLETE AND SIGN

All prices below are PROPOSER-ENTERED. CTHA does not publish an estimate or budget. Include all work in the combined fixed-price proposal.

Proposal category	Merritt — 5 duplexes	Parsons — 5 duplexes
Ten duplex building supply (allocate by site)	\$ _____	\$ _____
Manufacturing, delivery, setting and anchoring	\$ _____	\$ _____
Survey, engineering, plans, permits	\$ _____	\$ _____
Sitework, grading, drainage, foundations	\$ _____	\$ _____
Utilities / septic (Merritt) / sewer (Parsons)	\$ _____	\$ _____
Roads, driveways, sidewalks and site improvements	\$ _____	\$ _____
Interior/exterior completion, appliances, warranties	\$ _____	\$ _____
Other required work, overhead and profit	\$ _____	\$ _____
SITE FIXED-PRICE TOTAL	\$ _____	\$ _____

COMBINED FIRM-FIXED-PRICE BASE BID: \$ _____

Any proposed equivalent duplex model: _____ Addenda acknowledged:

FORM B | CONTRACTOR WORK EXPERIENCE AND RESPONSIBILITY

Legal business name / entity / Washington registration or license:

Years in business; former business names; owners and key principals:

Relevant manufactured housing / duplex / Tribal construction projects (attach up to five with references):

Current projects, remaining workload and ability to perform this contract:

Any contract default, termination, claims or litigation in past five years (attach explanation):

Key staff, project superintendent, project manager and relevant experience (attach resumes):

FORM C | PROPOSED PROJECT SCHEDULE

Submit a realistic schedule by activity for EACH SITE, including design and permits, manufacturing, foundation work, septic/sewer, road/access, utility work, delivery/set, inspections, punch list and turnover. Include lead times and major subcontractor dependencies. The old Merritt preliminary schedule is not a required bid milestone.

Milestone	Merritt proposed date	Parsons proposed date
Design/permit submission	_____	_____
Manufacturing order / delivery	_____	_____
Foundation/site readiness	_____	_____
Utility connections complete	_____	_____
Substantial completion	_____	_____
Final inspection / turnover	_____	_____

FORM D | BONDING AND INSURANCE ACKNOWLEDGMENT

Proposer acknowledges that the final solicitation and contract will state applicable proposal guarantee, performance bond, payment bond, contract terms, and insurance requirements as confirmed by CTHA Legal. Proposer must demonstrate ability to meet the final mandatory requirements.

Surety / insurance carrier and contact: _____ Authorized signature: _____

FORM E | DRAWING AND PRODUCT SUBMITTAL REGISTER

- Proposed duplex manufacturer, model, floor plan, elevations, dimensions, unit layout, technical sheets and deviations/equivalency matrix.
- Site concept/layout for each location; Parsons roadway access concept; utility, drainage and grading approach.
- Foundations, anchorage and manufacturer certification or certificate of origin as applicable.
- Finish/materials schedule identifying manufacturer, model, specifications and warranties for roofing, siding, windows, doors, flooring, cabinetry, counters, HVAC, hot water, plumbing, lighting and appliances.
- List any required design work to be completed after award, with a schedule for engineering and approval.

FORM F | CONSTRUCTION SAFETY PLAN

Provide or commit to submit before notice to proceed a project-specific safety plan identifying responsible personnel, employee training, protective equipment, accident prevention, emergency response, traffic control, utility trench safety, equipment/crane operations, site security, regular safety meetings and compliance with applicable Tribal construction safety requirements.

Safety officer: _____ Contact: _____

FORM G | INDIAN PREFERENCE DISCLOSURE

Provide information supporting any claim to applicable Indian preference and proposed use of Indian-owned subcontractors/workforce. See Section 8 for details on the exercise of Indian preference.

Preference claimed (if any): _____ Supporting documentation attached: Yes / No

FORM H | SUBCONTRACTOR LIST

Subcontractor / trade	License / registration	Scope and site
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

FORM I | PROPOSER SIGNATURE AND CERTIFICATION

The undersigned submits a firm-fixed-price combined proposal, acknowledges receipt of all listed addenda, and certifies authority to bind the proposer and accuracy of the information provided.

Legal proposer name: _____

Authorized representative and title: _____

Signature: _____ Date: _____

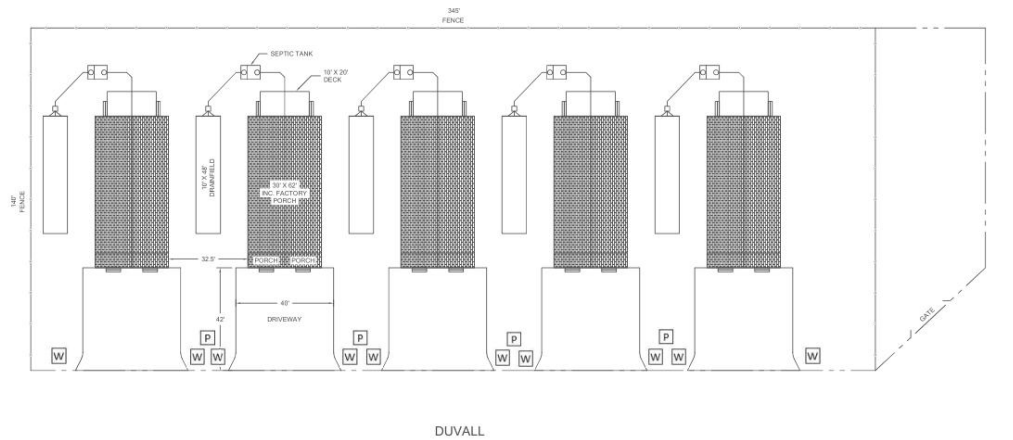
Phone / email: _____

Addenda received (numbers/dates): _____

APPENDIX 1 | SITE DRAWINGS AND PHOTOGRAPHIC REFERENCES

The following images are included to make the proposal package useful to proposers. They are furnished for reference only unless separately issued as approved contract drawings. Aerials are not surveys. All proposers must receive the same reference materials.

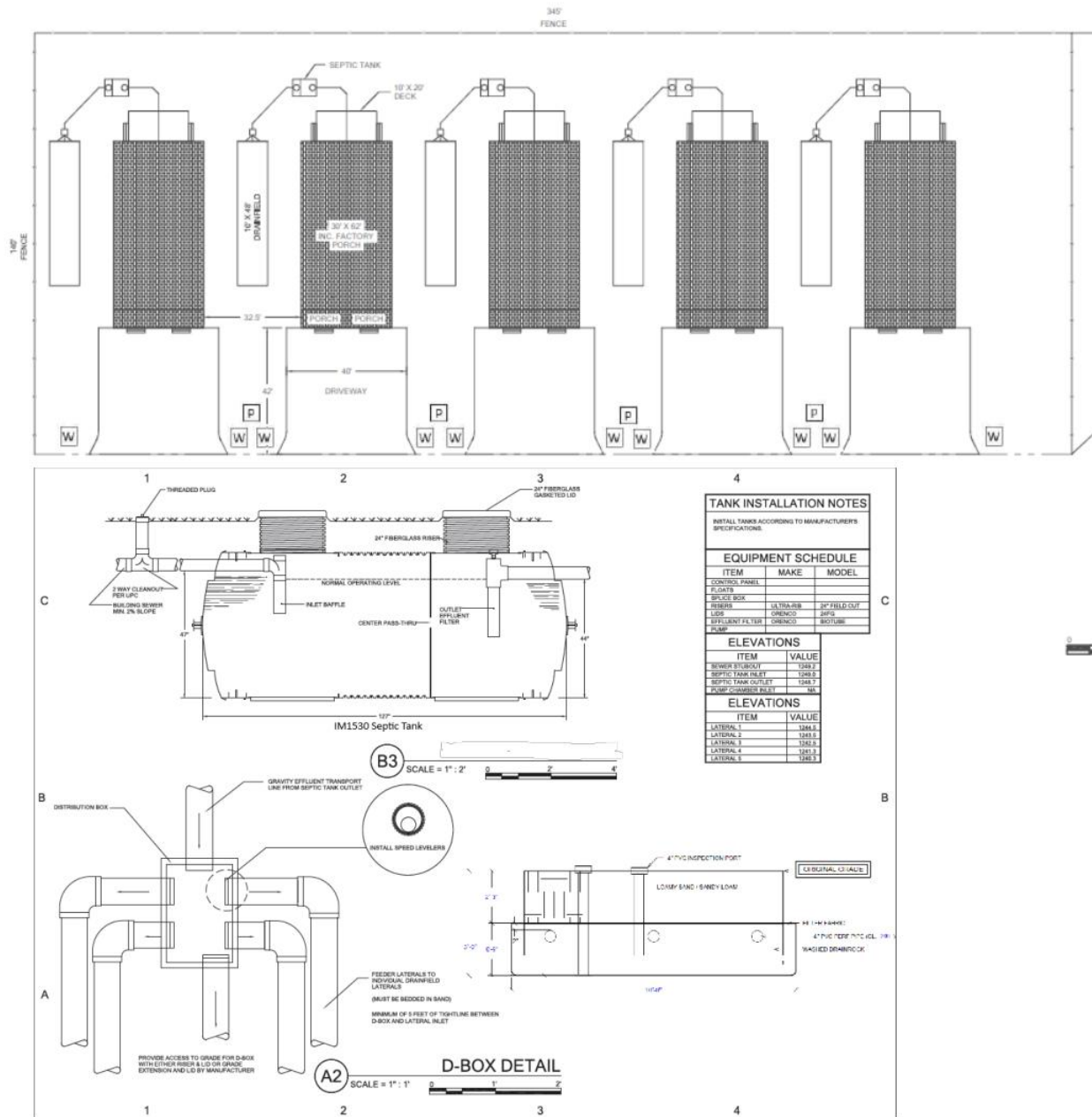
MERRITT — SITE LAYOUT WITH UTILITIES



0 30' 60'
 DRAWN BY: J YACKLEY
 OCTOBER 6, 2025

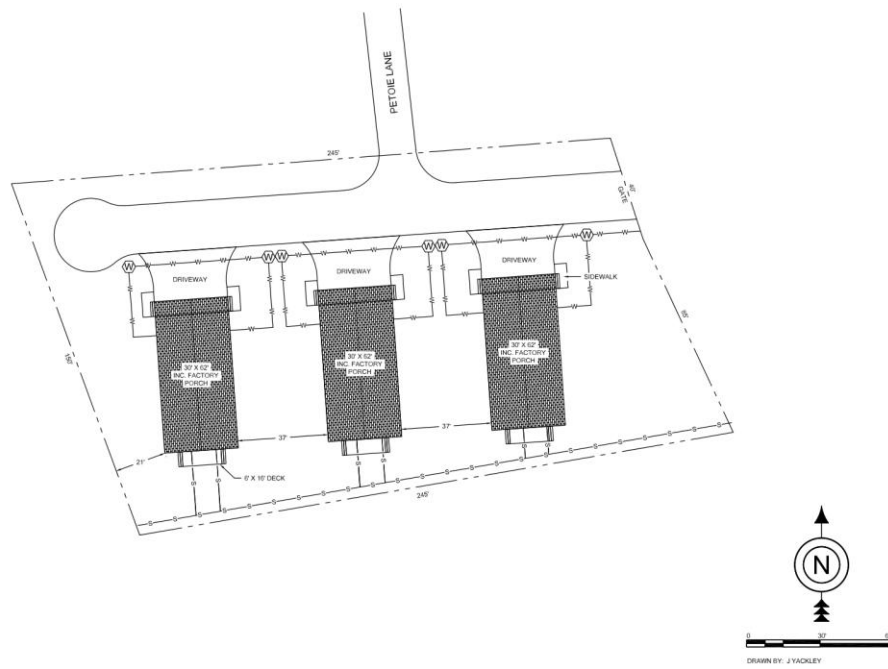
Merritt reference layout showing five duplex placements and utility/site features.

MERRITT — SEPTIC AND GRADING REFERENCE



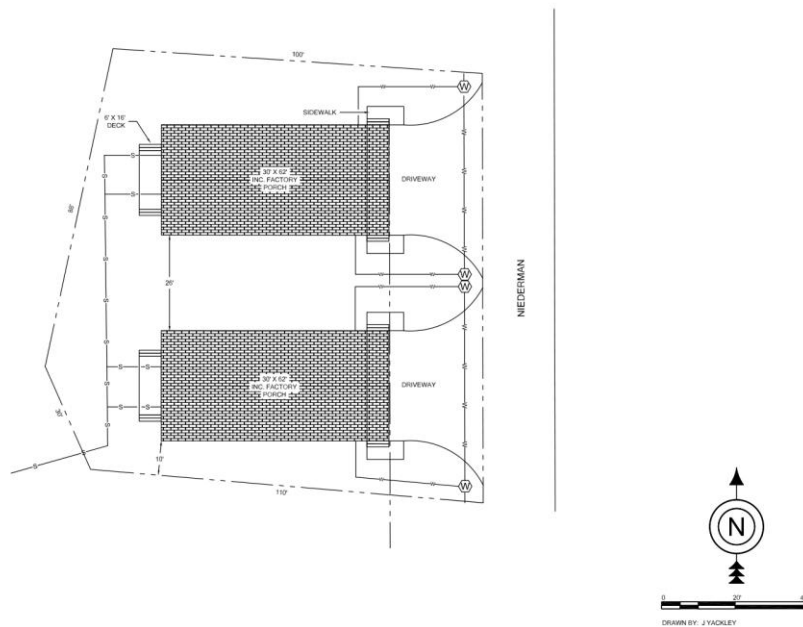
Merritt septic and grading drawing; engineering/approval status to confirm.

PARSONS VILLAGE — PRELIMINARY DUPLEX SITE LAYOUT, SHEET 1



Parsons Village preliminary drawing: three duplexes near Petoie Lane.

PARSONS VILLAGE — PRELIMINARY DUPLEX SITE LAYOUT, SHEET 2



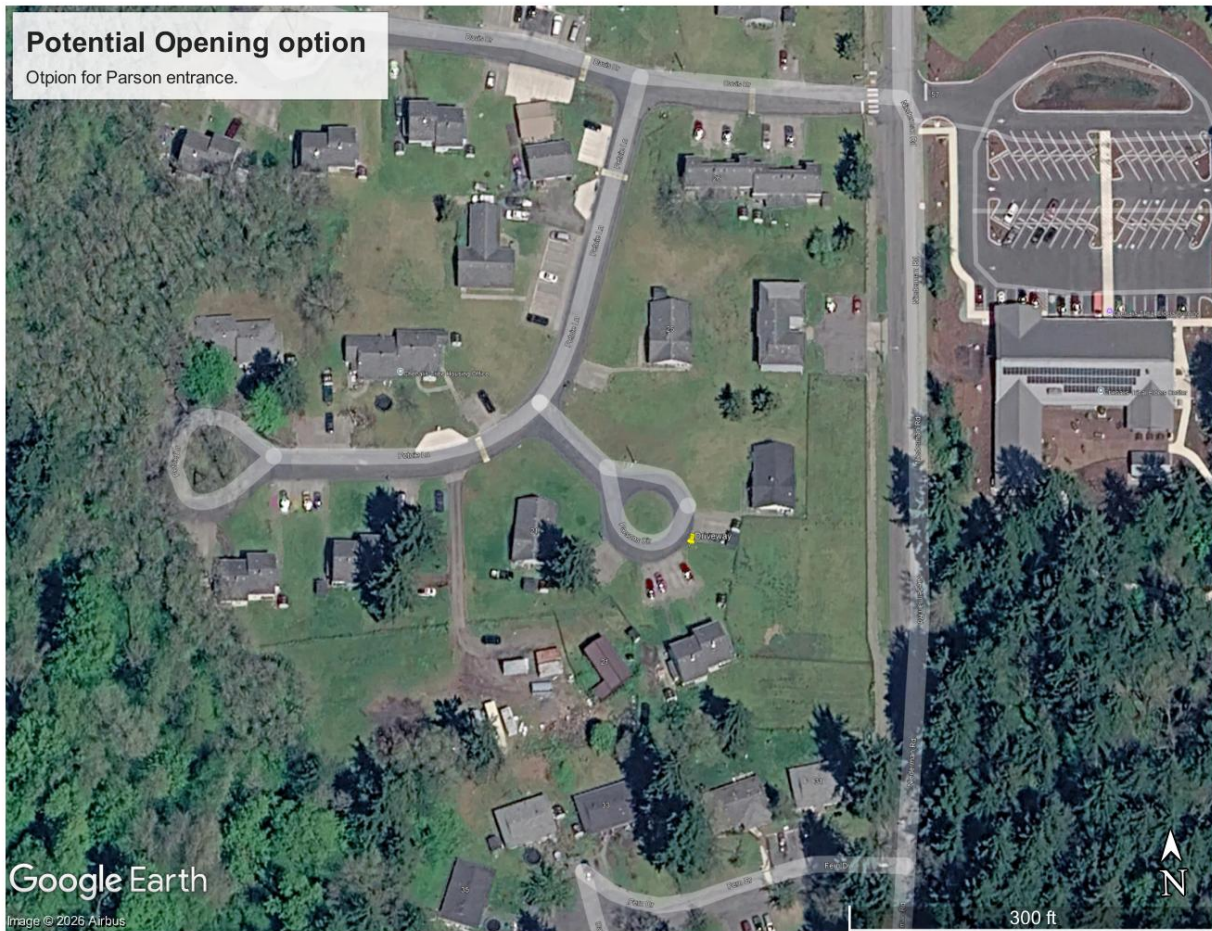
Parsons Village preliminary drawing: two duplexes near Niederman.

MERRITT / DUVAL — PROPERTY AERIAL



Property aerial for Merritt/Duval site; not a boundary survey.

PARSONS VILLAGE — ACCESS AERIAL



Preliminary aerial showing possible Parsons Village entrance; not an approved roadway design.