

**REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL CONSULTANT SERVICES –
Planning Ordinances (Critical Areas, Solar Energy Facilities, Battery Storage Facilities)**

Whitman County is requesting a Statement of Qualifications (SOQ) to hire a professional consultant firm for the purpose of managing the creation of land use ordinances relative to Critical Areas, Solar Energy Facilities, and Commercial Battery Storage Facilities.

The County will review SOQs and the firms will be ranked by a selection committee. A contract will be awarded to the most qualified firm whose proposal is deemed most advantageous to the County considering all related factors. Proposals that are deemed incomplete by the selection committee will not be considered.

Whitman County reserves the right to reject any and all responses deemed unqualified, unsatisfactory, inappropriate or incomplete. Proposals become the property of Whitman County. The County is not responsible for paying costs associated with preparing a proposal.

Consultants shall submit at least three (3) copies of their proposal (Statement of Qualifications) to the Whitman County Planning office. The proposal itself shall be limited to eight (8) single-sided pages with at least 11-point font. A one-page cover letter, corporate brochures, and personnel resumes will be excluded from the proposal page limit.

Proposals must be submitted by 4:30 p.m. local time on December 23, 2025. The Proposal must be in a sealed envelope and marked on the outside of the envelope "Proposal for Professional Consultant Services- Planning Ordinances", and delivered to:

Brandon Johnson
Whitman County Public Works
310 North Main, PO Box 430
PSB Building, Second Floor
Colfax, WA 99111

Whitman County in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all responders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit SOQ's in response to this invitation and will not be discriminated against on the grounds of race, color or national origin in consideration for an award.

ADA accommodation requests should be made 72 hours in advance by calling (509) 397-6206.

Arrangements will be made to accommodate questions and provide responses to non-English speaking residents.