

# Whitman County Commissioners

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January 5, 2026

## REQUEST FOR QUALIFICATIONS (RFQ) 2026 ARCHITECTURAL/ENGINEERING CONSULTING SERVICES WHITMAN COUNTY

The Whitman County Commissioners are soliciting Architecture, Engineering- (Mechanical/Electrical/Civil/Structural and Building Systems), Surveying and Environmental Consulting firms (including Culture Resource study providers) to submit their Qualifications and Letters of Interest for consideration. Submitters are not required to submit an application covering all areas of expertise listed in this RFQ and may submit for only those areas of expertise they possess.

Currently there are several capital projects scheduled for the 2026 to 2030 timeline which require professional assistance, many of which are time sensitive. Agreements: under the terms of “Negotiated Hourly Rates”, will be for an initial three (3) year period with the option for Whitman County to extend the initial Agreement with up to three (3) one (1) year extensions.

Whitman County intends to select one or more Architectural, Engineering, Surveying and Environmental consultant firms and negotiate an On-Call agreement for their services for Whitman County. The Consultants will be evaluated, ranked and selected from the respondents to this notice. The professional capabilities of consultants must include the appropriate Professional Registration for Architects, Engineers (by discipline), Surveying and Environmental consulting specialties in the State of Washington.

### **Consultant Tasks:**

Consultant work may include the following:

- Project Management
- HVAC systems assessment, design, improvement and replacement
- HVAC Design/Build & Engineering
- Campus wide ADA compliance
- Campus Security and Access Control improvements
- Capital Maintenance Projects
- Building Structural Assessment/Design
- Building Mechanical Assessment/Design
- Hazardous Materials Assessment(s)
- Pre-Design Services
- Cultural Studies

- Design Services
- Surveying Services
- Construction Trade Management/Oversight Services
- Post-Construction Services
- Right-Of-Way/Easement Plans and Acquisition
- Transportation studies
- Geotechnical investigation
- Site Disturbance plans
- Biological and environmental studies/reports/permits
- Other related construction/permitting/land projects, environmental documentation, or studies required to meet project requirements as directed by the County

**Estimated Schedule:**

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| • Advertise RFQ on County Website         | January 20, 2026                        |
| • Advertise RFQ in Whitman County Gazette | January 22 & 27, 2026                   |
| • Qualifications Due                      | February 23, 2026<br><b>-5 p.m. PDT</b> |
| • Evaluation of Qualifications Complete   | February 27, 2026                       |
| • Interviews                              | March 10-13, 2026                       |
| • Notice of Award                         | March 16, 2025                          |
| • Sign Contract                           | March 23, 2025                          |

**Submittal:**

Submittals should include firm name, contact information, project manager, and firm/personnel qualifications. Submittals will be evaluated and ranked based on the following criteria: 1) key personnel, 2) firm experience with similar projects and events in the area, 3) ability to meet schedule, 4) past performance, 5) references. Please submit three (3) copies of your Statement of Qualifications (maximum of 15 pages in length) to: Corey Mitzimberg, Clerk of the Board, Whitman County Commissioners, 400 N. Main-Suite 125, Colfax, WA 99111. Questions regarding this work should be directed to: Art Swannack, Whitman County Commissioner at email: [ArtS@whitmancounty.gov](mailto:ArtS@whitmancounty.gov) (preferred) or phone at (509) 397-5247.

Whitman County in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat.252, U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all consultants 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 bids 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.

Arrangements will be made to accommodate questions and provide responses to non-English speaking residents. Upon receiving 72 hours' advance notice, the County will make arrangements to reasonably accommodate the needs of special groups of citizens, including those who are physically disabled or otherwise impaired. Please call (509) 397-5251 if such assistance is needed. Accommodation for the handicap to the Whitman County Courthouse Building is available at either entrance.