

FIRM NAME

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REQUEST FOR QUALIFICATIONS (RFQ)  
For  
Mashel Memorial Community Workshops

April 15, 2026  
Responses due April 29, 2026

Prepared By: Lisa Breckenridge  
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Nisqually Indian Tribe  
4820 She-Nah-Num Drive  
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## REQUEST FOR PROPOSALS RFQ# 2026-PK-MM01

DATE **April 15, 2026**

The Nisqually Indian Tribe Planning Department is issuing a Request for Qualifications (RFQ) for interested facilitators to submit qualifications for facilitating community workshops on the Nisqually Reservation. Minority and disadvantaged companies are encouraged to submit qualifications.

Contact information for [Parks Planner Lisa Breckenridge](mailto:lisa.breckenridge@nisqually-nsn.gov) is phone: 360.456.5221 x2108 OR [breckenridge.lisa@nisqually-nsn.gov](mailto:breckenridge.lisa@nisqually-nsn.gov)

### BACKGROUND

The Nisqually Tribe, through its Parks Commission, has been working with Washington State Parks to collaboratively plan, design, develop, and operate Nisqually State Park since 2008.

Nisqually State Park itself is within Nisqually homelands and it encompasses important places in Nisqually and Washington State history. Nisqually people have been living at the confluence of the Nisqually River, Mashel River, and Ohop Creek since time immemorial. This area is the birthplace of Chief Leschi and Quiemuth. It is also the location of the 1856 massacre of Nisqually people by the territorial militia.

The Nisqually Tribe is in the very early stages of planning a memorial to the victims of the massacre. This memorial will be located within the day use area of the park. The Tribe is currently planning this day use area in collaboration with Washington State Parks.

**The Parks Commission is seeking an indigenous firm with demonstrated experience in facilitating healing workshops to support this planning effort.**

### PROJECT GOAL AND SCOPE OF WORK

The goal of this project is to support the Nisqually community in beginning the planning process for this memorial.

Specifically, we are hoping that the selected consulting firm will work with the Parks Commission to design one or more community workshops for fall 2026. These could be large workshops or a series of smaller focused community meetings.

The purpose of these workshops is to support Nisqually community members in engaging with the history of the massacre and to begin to envision concepts for the memorial to those whose lives were unjustly taken.

**Specific scope elements include:**

- Meet with Parks Commission (kickoff meeting spring 2026)
- Workshop planning over the summer
- Develop proposal for workshops to present to Parks Commission in late August 2026
- Workshop window is late September-early November 2026.

**Desired outcomes include:**

- Identifying those community members who want to be a part of the memorial planning
- Offer one or more community events to support these community members in participating in this project
- Final report with recommended next steps
- Those community members who want to be a part of the memorial planning are ready to engage with a design team

**Specific in-person meetings will include:**

- Discovery meeting on-site with Parks Commission and field trip to future site of memorial
- One or more community workshops
- Final presentation to Parks Commission
- Final presentation to Tribal Council

**TIMELINE**

- Interviews and selection: Spring 2026
- All work completed on project by December 31, 2026.
- Substantive community meetings completed before November 20, 2026 at the latest

**SUBMITTALS:** Consultants will deliver six copies of their qualifications to the following address either by hand, US postal or delivery service:

Nisqually Indian Tribe  
4820 She-Nah-Num Drive SE  
Olympia WA. 98513  
Phone: 360-456-5221  
Attn: Jill Wall  
Financial Services - Contracts

**CLOSING DATE FOR SUBMITAL SHALL BE: 5PM April 29, 2026**

**PROPOSALS received after the above-cited time will be considered a late response and are not acceptable.**

Please mark the envelopes clearly with Sealed RFQ# 2026-PK-MM01

- Questions may be directed to Parks Planner Lisa Breckenridge is phone: 360.456.5221 x2108 OR [breckenridge.lisa@nisqually-nsn.gov](mailto:breckenridge.lisa@nisqually-nsn.gov)

**Definitions:**

**“Tribe”** is Nisqually Indian Tribe

**“Proposer”** an individual or business submitting a proposal for services to Nisqually Tribe

**“Contractor”** One who contracts to perform services in accordance with a contract

## 1. QUALIFICATION TERMS

- A. The Nisqually Tribe reserves the right to reject any and all submittals received as a result of this RFQ. If a proposal is selected, it will be the most advantageous regarding price, quality of service, the Proposers qualification and capabilities to provide the specified service(s), and other factors in accordance with the Tribal Procurement policy. The Tribe does not intend to award a contract fully on the basis of any response made to the proposal; the Tribe reserves the right to consider proposals for modifications at any time before a contract would be awarded and negotiations would be undertaken with the Proposer deemed to best meet the Tribe’s needs.
- B. The Tribe reserves the right to reject any or all proposals/RFQ’s, to waive or not waive informalities, and to accept or further negotiate cost, terms, or conditions of any proposal determined by the Tribe to be in the best interest of the Tribe.
- C. In the event it becomes necessary to revise any part of the RFQ, addenda will be provided. Deadlines for submission of the RFQ may be adjusted to allow for revisions.
- D. Proposals for professional services should be prepared simply and economically providing a straight-forward, concise description of the proposer’s ability to meet the requirements of the RFQ.

## 2. SUBMITTAL FORMAT

The deliverables for this RFQ’s submittal shall be a Statement of Qualifications package. The package should include information regarding the:

- Design team
- Relevant project experience
- Relevant experience with tribes
- Proposed fee for the scope listed above

There is no limit on page numbers, but succinct and clear information is preferred.

### 3. MINIMUM QUALIFICATIONS

- Contractor must have demonstrated expertise in public sector park planning, design, and construction.

### 4. PREFERRED QUALIFICATIONS

- Tribal owned and/or indigenous principal or project staff
- Previous park design work completed for Tribal nation

### 5. CONTRACT PROVISIONS

#### REPORTING OF DESIGNER

Section 1 – The Designer is to report to the Planning Department Project Manager and/or Director and confer with them as necessary to insure satisfactory work progress.

Section 2 – All reports, estimates, memoranda and documents submitted by the Designer must be dated and bear the Designers name.

Section 3 – All reports made in connection with these services are subject to review and final approval by the Planning Department Project Manager and/or Director.

Section 4 – When Applicable, the Designer will submit a final written report to the Planning Department Project Manager and/or Director.

Section 5 – After reasonable notice to the Designer, the Tribe may review any of the Designer’s internal records, reports, or insurance policies.

#### PERSONNEL

Section 1 – The designer will provide the required services and will not subcontract or assign the services without prior written approval of the Planning Department Project Manager or Director. Subcontractors, as well as primary contractors, are subject to the TERO ordinance and the Tribe’s Native American preference policy (detailed below.) This ordinance applies to all sub tiers as well.

#### INDEMNIFICATION AGREEMENT

The consultant will protect, defend and indemnify the Nisqually Tribe, its officers, agents volunteers and employees from any and all liabilities, claims, liens fines, demands and costs, including legal fees, of whatsoever kind and nature which may result in injury or death to any persons, including the consultants own employees and loss of damages to any property, including property owned or in the care, custody or control of the Nisqually Tribe in connection with or in any way incident to or arising out of the occupancy, use, service, operations, performance or non-performance of work in connection with this contract resulting in whole or in part from negligent acts

or omissions of consultant, any sub-consultant, or any employee, agent or representative of the consultant.

### NATIVE AMERICAN PREFERENCE

The owner wishes to make available all opportunities for employment and training for Nisqually Tribal Members, their immediate families, and all other Native Americans.

### INSURANCE REQUIRMENTS

Consultant shall maintain the following insurance for the duration of the agreement/contract.

- Consultant is required to provide proof of current workers Compensation Insurance with Washington State statutory limits and Employers liability Insurance with a policy of no less than 1,000,000 per occurrence.
- Consultant will provide proof of Commercial General Liability Insurance of no less than 1,000,000 combined single limit and property damage in the amount of no less than 1,000,000 per occurrence.
- Automobile Liability Insurance covering all owned hired and non-owned vehicles with Personal Protection Insurance and Property Protection insurance in the amount of no less than 1,000,000 combined single limit.
- Professional Liability. The architect will secure and maintain errors and omissions insurance in the amount of no less than 1,000,000 per claim and 2,000,000 aggregate.