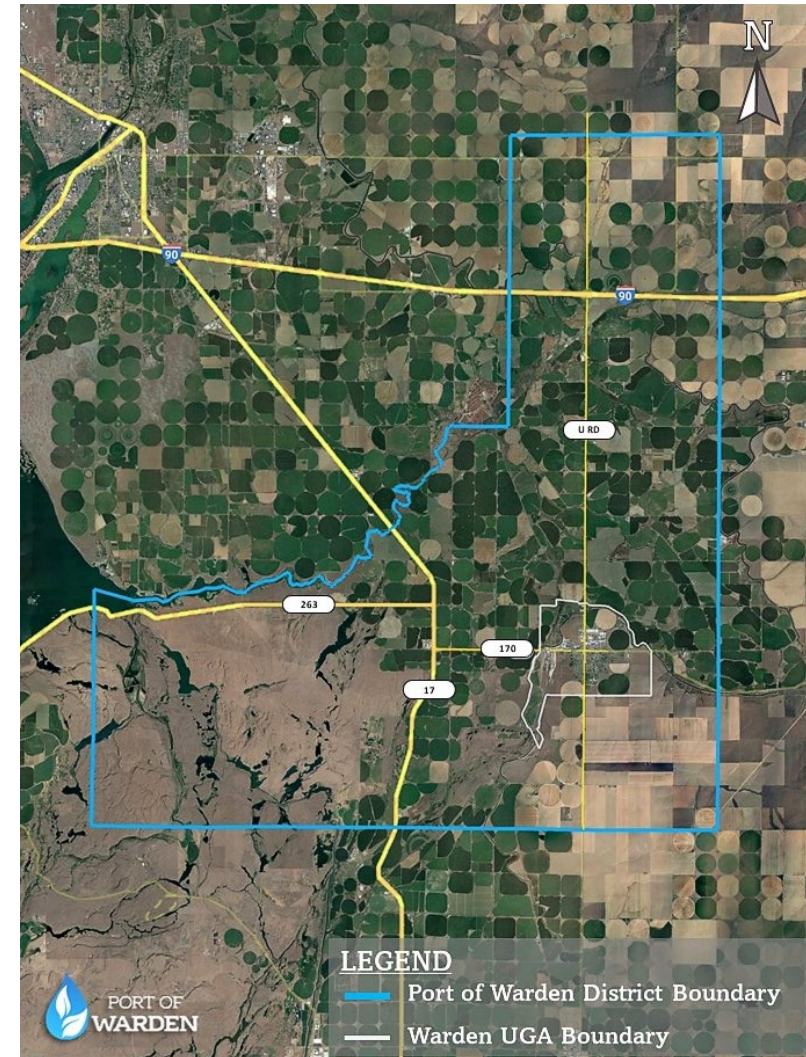




PORT OF  
**WARDEN**

# Port of Warden - Overview





# Comprehensive Plan Process

How do you know when to update?

How do you go about soliciting support?

Role of commissioners?

Role of public?





# Example of Port of Warden RFQ?

## Request for Qualifications – A&E Services Request

Grant County Port District No. 8 is requesting interested firms to submit qualifications for the Port District Comprehensive Plan/Scheme update. Grant County Port District No. 8 will retain the services of a consultant to provide professional consulting, planning, and engineering services for preparation of updates to its comprehensive plan/scheme, including but not limited to:

1. Provide comprehensive review and updates to the existing comprehensive plan
2. Incorporate and execute a public participation/involvement plan
3. Complete required environmental review.
4. Identify goals and objectives utilizing adopted resolutions, existing plans, etc.
5. Provide updated demographic information.
6. Attend meetings and work with project stakeholders, Port Commissioners and staff to determine goals and objectives.
7. Create a review and update procedure.
8. Participate in Strategic planning, including port property plan, capital improvement plan and other pertinent elements.
9. Prepare document updates and exhibits for reference.

### QUALIFICATIONS

Please submit one (1) printed copy of qualifications by October 28, 2024 by 2:00 P.M. Submittals should be marked “Comprehensive Plan Update” and be addressed to:

Grant County Port District No. 8  
Pat Millard, Manager  
P. O. Box 841  
Warden, WA 98857

Submittals will be evaluated by the below-listed criteria. They should be organized and identified in the same order if possible.

1. Company’s history and capability to perform all or most aspects of potential project.
2. Demonstrated understanding of the Port District.
3. Recent experience in similar projects.
4. Key personnel’s professional background and qualifications including the project team for possible projects. Include only those people which will be assigned to the projects at the Port District.
5. Knowledge of Port District Comprehensive Schemes, Standards and Policies.

Submittals shall be made electronically only (or physical submittals if preferred) and limited to 20 pages (each page with wording counts as a page, excluding resumes and cover pages). The Port District shall take no liability for submittals that are not received until after the due date in any circumstance.

### SELECTION

The selection of the firm to do the work will be made by Port Commissioners. After the deadline for receipt of qualifications, the Commissioners will review the qualifications. If deemed necessary by the Commissioners, firms may be invited for interviews. The final selection of the firm with which to negotiate a contract will be made by the Commissioners.

Grant County Port District No. 8 reserves the right to occasionally work with other airport consultant firms for projects requiring expertise that may be outside the selected firm’s area of expertise.

### ADDITIONAL INFORMATION

No cost or fee schedules shall be submitted. Fees for services will be presented during contract negotiations after the selection of the most qualified consultant.

### QUESTIONS REGARDING THIS RFQ OR THE AIRPORT

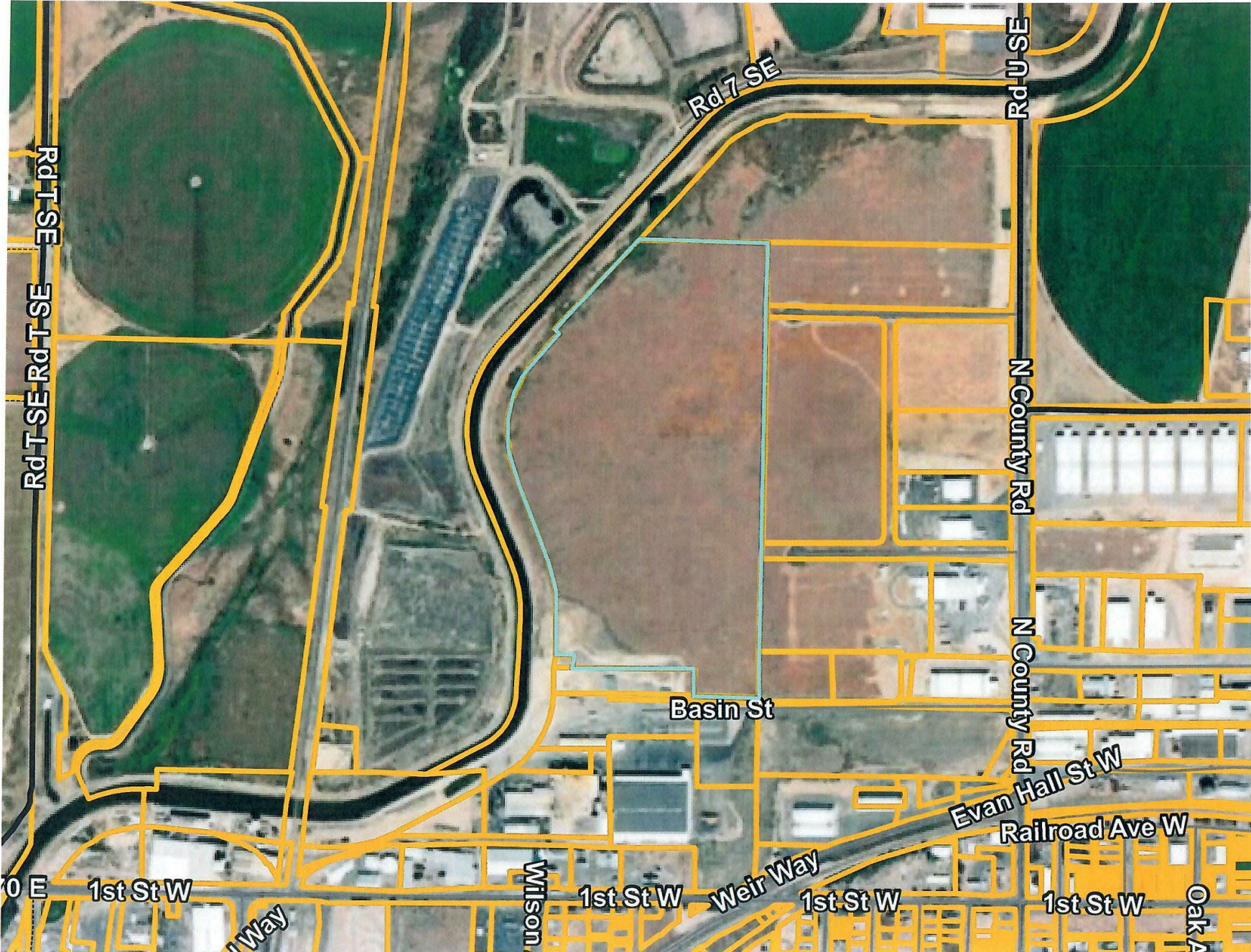
Please direct all inquiries regarding this Request for Qualifications to:

Ms. Pat Millard  
Grant County Port District No. 8  
P. O. Box 841  
Warden, WA 98857  
(509) 349-2480  
[portofwarden@ifiber.tv](mailto:portofwarden@ifiber.tv)

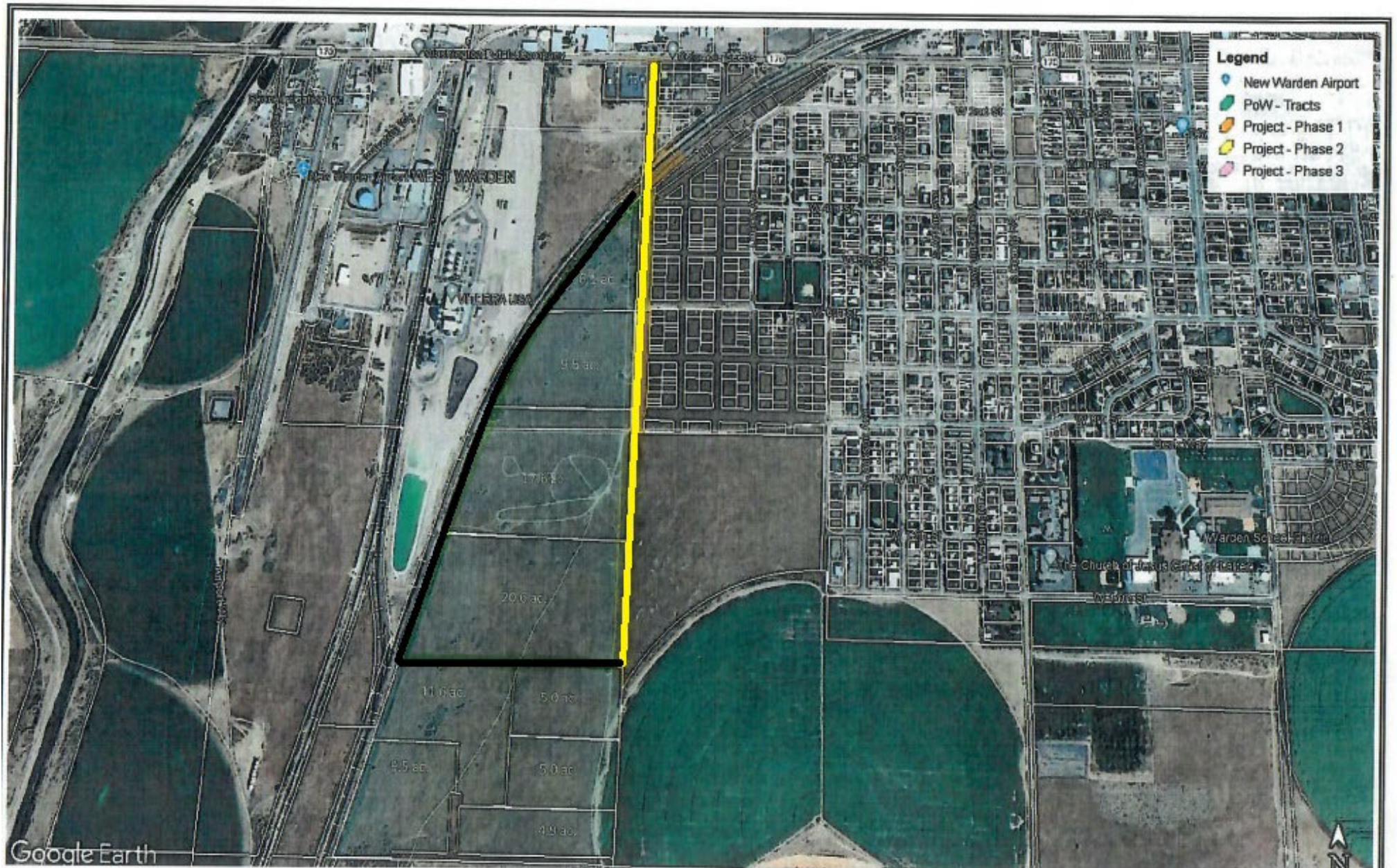
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# Questions?

