



PUEBLO OF ISLETA

P.O. BOX 760
ISLETA, NM 87022

REQUEST FOR QUALIFICATIONS (RFQ): OWNER'S REPRESENTATIVE/ CONSTRUCTION MANAGEMENT

Project: Infill Apartment Development (Development)

Owner: Isleta Pueblo

Lead Agency/Developer: Isleta Pueblo Housing Authority (IPHA)

Services: Owner's Representative / Construction Management Oversight

1. INTRODUCTION & OBJECTIVE

The Isleta Pueblo (Owner), represented by the IPHA (Lead Agency), invites qualified firms or individuals to submit their qualifications to serve as the Owner's Representative (OR) for a new multi-family infill apartment project located on Bernalillo County land. IPHA intends to include the selected Owner's Representative (OR) in its future Proposal to an anticipated Bernalillo County Request for Proposal (RFP) regarding the Development. If IPHA's Proposal is selected by Bernalillo County, the IPHA will lead the development, capital stacking (LIHTC/NAHASDA), and long-term management. The selected OR will act as a technical extension of the IPHA, providing specialized construction oversight, Davis-Bacon compliance, and project coordination to ensure successful delivery.

2. PROJECT DESCRIPTION

- Location: Bernalillo County
- Scope: Construction of an 80–100-unit apartment building.
- Funding Profile: The project anticipates a "capital stack" including LIHTC equity, NAHASDA/IHBG funds, private funds, and potentially other federal/state sources.
- Status: Pre-Proposal; issuing this RFQ in anticipation of IPHA's Proposal in response to Bernalillo County's future RFP.

3. STATEMENT OF WORK (SOW)

The OR will report directly to the IPHA Executive Director. Key tasks include:

- Pre-Development: Technical review of the IPHA Proposal to the land RFP; initial budget and schedule validation.
- Procurement Support: Assisting the TDHE in the competitive selection of Architects and General Contractors per 2 CFR 200 standards.
- Construction Oversight: On-site quality assurance, verification of "percent complete" for pay applications, and monitoring of the Critical Path schedule.
- Compliance Management: Ensuring the General Contractor adheres to Section 3, Indian Preference, and Davis-Bacon labor standards.

4. SUBMITTAL REQUIREMENTS

Interested parties must submit the following:

1. Letter of Interest: Summary of the firm's approach to supporting an IPHA-led project.
2. Key Personnel Resumes: Identification of the specific individual(s) who will be assigned to the project.
3. Relevant Project History: Documentation of experience with multi-family housing, specifically projects involving federal grants or tax credits.
4. Indian Preference Documentation: Evidence of 51% or more Indian ownership (if applicable) to qualify for preference points.
5. Fee Schedule: Hourly rates for key personnel and any standard administrative multipliers.

5. EVALUATION & SCORING

Proposals will be evaluated based on the following 100-point scale:

- Indian Preference (Section 7b): 15 Points
- Technical Approach & Alignment with TDHE: 25 Points
- Regulatory Knowledge (NAHASDA/LIHTC/2 CFR 200): 20 Points
- Capacity & Availability of Lead Personnel: 20 Points
- Past Performance/References: 10 Points
- Cost Reasonableness (Hourly Rates): 10 Points

6. TRIBAL AND INDIAN PREFERENCE REQUIREMENTS

Solicitation and award of this contract as well as activities under the contract are subject to the Indian preference requirements of Section 7(b) of the Indian Self-determination and Education Assistance Act (25 U.S.C. 450e(b)) and the applicable Indian preference regulations set out at 24 CFR 1000.48-54. Section 7(b) provides that to the greatest extent feasible, preference shall be given to Indian organizations and Indian-owned economic enterprises in the award of all contracts and subcontracts. Preference must be provided in accordance with the methods set forth in 24 CFR 1000.52. Where Indian preference is determined not to be feasible, IPHA will document the procurement file with the basis for its findings. The Indian preference requirements described above also apply to the firm selected, and the firm must follow these requirements in solicitation, evaluation, and award of any subcontracts.

7. OTHER APPLICABLE LAW AND FEDERAL FUNDING REQUIREMENTS

The selected firm will be responsible for identifying and ensuring compliance with applicable Federal laws, regulations, and Executive Orders, and Tribal laws, regulations, policies, and rules, including but not limited to:

- The applicable provisions of the Native American Housing Assistance and Self-Determination Act of 1996 (NAHASDA) and the regulations promulgated pursuant thereto;
- The Indian Preference provisions of section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e(b)), which provides that, to the greatest extent feasible: (1) preference and opportunities for training and employment shall be given to Indians; and (2) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned economic enterprises;
- The Build America, Buy America Act ("**BABAA**") under Title IX of the Infrastructure and Jobs Act, Pub. L. 177-58, if applicable;
- The laws, regulations, policies, and rules of the Isleta Pueblo;
- Applicable federal regulations, including but not limited to 2 CFR Part 200 regulations and any other applicable federal laws and regulations;

- The IPHA Procurement Manual;
 - National Environmental Policy Act (NEPA) compliance requirements applicable to this award; and
 - Such other federal laws, regulations, and Executive Orders as may be applicable.
- The selected firm will be required to enter into a contract that requires compliance with these applicable Federal and Tribal laws, regulations, policies, Executive Orders, and rules.

8. ADMINISTRATIVE REQUIREMENTS

- Insurance: The selected OR must maintain Professional Liability (Errors & Omissions) insurance of at least \$2,000,000 per claim / \$2,000,000 aggregate, and \$3,000,000 excess liability, for a combined limit of \$5,000,000.
- Debarment: Proposers must certify they are not debarred or suspended by the Federal Government (SAM.gov).

9. NON-DISCRIMINATION

IPHA does not discriminate and does not do business with others who discriminate on the basis of race, color, national origin, sex, religion, age, familial status, disability, marital status, ancestry, sexual orientation, or gender identity in the employment or provision of services. IPHA reserves the right to reject any and all proposals.

10. CONFIDENTIALITY

To the extent permitted under applicable law, all proposals will be kept confidential. In the event any offeror believes that any information submitted with its proposal is confidential, classified, or proprietary business information, such information should be explicitly identified and marked. The reason for such designation should also be stated.

11. IPHA OPTIONS

IPHA reserves the right at any time, in its sole discretion and for any reason, to do any or all of the following: Cancel and/or reissue the request for qualifications, and/or reject all proposals; reject, in whole or in part, any or all proposals received in response to this request for qualifications which are incomplete and/or non-responsive; waive or correct any immaterial defect or technical error in any response, proposal or proposal procedure, as part of the request for qualifications or any subsequent negotiation process; request that certain or all respondents to this request for qualifications supplement or modify certain aspects of the information or proposals submitted; modify the selection procedure, the scope of the proposed project or the required responses; and, extend deadlines for accepting proposals, request amendments to proposals after expiration deadlines, or negotiate or approve final agreements.

12. IPHA DISCRETION

The determination of the criteria and process whereby proposals are evaluated, the decision as to who shall receive a contract award, or whether or not an award shall be made as a result of this request for qualifications, shall be at the sole and absolute discretion of IPHA.

13. NO CLAIM AGAINST IPHA

An offeror shall not obtain, by submitting a proposal in response to this RFQ, any claim of any sort against IPHA or IPHA's property by reason of all or any part of any of the following: any aspect of this RFQ; the selection process; the rejection of any or all offers; the acceptance of any offer; entering into any agreements

or the failure to enter into any agreements; any statements, representations, acts, or omissions of IPHA to any person or entity acting on its behalf; the exercise of any discretion set forth in or concerning any of the foregoing; and, any other matters arising out of the foregoing.

In no way does any submission in response to this RFQ constitute a contract with IPHA.

Submission Deadline: May 19, 2026 at 4:30pm Mountain Time

Submit via USPS Certified Delivery To:

Kenneth Ruthardt, Executive Director
Isleta Pueblo Housing Authority
PO Box 760
Isleta Pueblo, New Mexico 87022

Or submit via email with Read Receipt Requested to:

kruthardt@isletapueblohousing.org

If submitting qualifications **after May 11, 2026**, email to ensure on time delivery.

IPHA reserves the right to disregard any submitted Qualifications that do not comply with the above submission instructions.