



**Request for Proposal
Tulalip Tribes Planning Department
Tasks associated with Tulalip Tribes Nuisance Property Assistance**

Purpose

The Tulalip Tribes Planning Department (the Tribe) is soliciting proposals from qualified consultants in implementing assistance to property owners within Tulalip Reservation boundaries by coordinating, tracking and communicating with identified nuisance property owners. The program's goal is to clean up nuisance property on the Tulalip Reservation by providing services and support for landowners to clean up their property and keep it clean into the future.

Background

After a period of time from when the Treaty of Point Elliott (1855) was signed, federal legislation allowed the Reservation lands to be divided among families and sold free of federal "trust" restrictions. During this time, much of the original land base was removed from Tribal ownership within the boundaries of the Reservation. Non-tribal landowners who own their land go to the Snohomish County/Health District for permits and code complaints. Tribal members, other natives, and leases go to the Tulalip Tribal Government for permits and code complaints.

Unfortunately, these overlapping jurisdictions create regulatory gaps. Many compliance issues fall into the regulatory gaps between jurisdictions, such as nuisance properties. Nuisance properties are where broken-down vehicles, tire piles, trailers, etc., release oils, heavy metals, and other contaminants into the environment.

Barriers to cleaning up these sites are often not as expensive as hazardous waste clean-up costs. County and Tribal governments don't have services or funding available to provide tools to clean up these properties. If a dumpster is brought on site and people are hired to help put the garbage and unwanted items into the dumpster, those actions alone can clean up a site that has been releasing pollution into the watershed. Being able to move trailers, tires, and other vehicles to appropriate disposal areas and pay disposal fees is another barrier that could be removed with some financial support.

When it rains, the rain doesn't discriminate between native and non-native-owned lands. The pollution released from these sites is carried by stormwater runoff into streams, wetlands, and the Salish Sea.

Further, continued outreach to landowners is a method to ensure that these properties stay clean. Making the landowners feel accomplished about their land helps them move from fear and loss into appreciation and enjoyment. This will require regular check-ins and referrals to community services, as needed.

Scope of Work

This position will act as a liaison between the Tribal and County governments and property owners of nuisance properties. They will lead regular one-on-one check-ins with each nuisance property owner, creating space for open

dialogue, troubleshooting, and shared planning. They will organize weekly field coordination meetings that gather all relevant stakeholders (Snohomish County Health Department, Snohomish County Sheriffs, Tulalip Community Health, Tulalip Police Department and other agencies). This position will balance culturally sensitive areas with government regulation, which may require sensitivity and facilitation between conflicting opinions. To ensure resilience across the Tulalip Reservation, a spirit of collaboration, adaptability and shared ownership is key to success of this role.

The duties of this contract position are:

- Keep a database of nuisance properties that are eligible for this program
- Plan and conduct weekly field coordination meetings that includes relevant government staff and nuisance property owners
- Contact individual property owners to determine needs and communicate the benefits and requirements of participating in this program
- Facilitate property clean-up by coordinating contractors, services and staff
- Retain and organize invoices, pictures and other documentation for project and grant purposes
- Provide updates on project's progress to grant managers and Tulalip leadership
- Work with field operations staff to ensure consistent data collection, reporting and use of findings.
- Keep regular communication with property owners.
- Communicates with supervisor, employees, other departments, property owners, outside agencies, community groups, the public and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.
- Provide a report for each property participating in the program for staff review; and finalize each report based off staff comments

Deliverables:

- A. Outreach Coordinator will conduct regular site visits or check-ins with the identified property owners.
- B. Outreach Coordinator will connect landowners with available community resources that support mental health (social services, community services, Office of Good Neighborhood services) or other technical services (septic systems, wastewater, drainage issues) as needed.
- C. Outreach Coordinator will facilitate the removal of vehicles, tires, appliances and other garbage by arranging dumpsters and disposal services, organizing TERO, Public Works, and Hope for Homies workers, paying for transportation and dumpster fees, and arranging landscaping services.
- D. Outreach Coordinator will keep notes on site visits and check-ins, retain and organize invoices and other records, and prepare a report that details the owner interactions, actions taken, waste removed for each participating property.
- E. Outreach Coordinator will submit monthly invoices for hours worked.

Project Schedule and Location

It is anticipated that work will begin after execution of contract between Tribe and chosen consultant. The Outreach Coordinator is expected to work about 22 hours a week on tasks until the project is complete or by June 30, 2027. A

space will be provided in the Tulalip administration building. A laptop will be provided for the use of this project only and will be returned at the end of the contract.

Project Cost

Consultant proposals should not exceed \$70,000 and should detail staff and hourly rate that will be billed for this project.

Submittal Requirements

The following information should be submitted to the Tulalip Tribes Code Enforcement Program:

- A letter detailing the qualifications to perform the work described in this request for proposal.
- A list of similar projects completed, including experience with Tribes or Tribal projects.
- Provide a potential project schedule and a cost breakdown of hourly rate.
- Identify your availability to meet the project schedule.
- Submit an electronic copy of your letter proposal to:

Ginny Ramos
gramos@tulaliptribes-nsn.gov
Tulalip Tribes Planning Department – Code Enforcement Program
6406 Marine Drive
Tulalip, WA 98271

If you have questions, contact Ginny Ramos at 360-791-7890. **Proposals must be received by October 17, 2025, at 4:30 PM.**

Evaluation Process

The Tribes, along with the Project Trustees, will use the following criteria to evaluate letter submittals.

- Professional Qualifications – Qualifications related to project management, community outreach, and organization.
- Direct Experience - Submittals must demonstrate experience and expertise related to the project scope of work.
- Geographic Proximity and Familiarity - Applicants should describe office locations and familiarity with the area. Applicants should also describe prior work with the Tribes or on the Tulalip Reservation.
- Implementation of Project's Scope of Work – Applicant should clearly describe their qualifications, expertise, and ability to implement the project's scope of work along with hourly rate.
- Indian Preference – Extent of active participation of Indian Owned firms, and Indian professional and support staff.
- Availability - The consultant must be available to start work by **November 1, 2025**