

Request for Qualifications to Provide Planning Services to perform the Asotin County Growth Management Act Periodic Updates – Asotin County, Washington

Asotin County is requesting submittal of qualifications from qualified planning firms to provide services for the purpose of updating the Asotin County Growth Management Act Periodic Updates. Asotin County is considered a **Growth Management Act Partially Planning County**.

Work includes, but is not necessarily limited to, public involvement, ordinance/policy writing, and any supporting services such as drafting and potential field work. Significant experience with county ordinances criteria and processes, and knowledge of related State requirements is essential to performing this work.

Work for this project will be accomplished with State of Washington grant funds through the Department of Commerce, with funds being distributed between county staff and consulting services. Asotin County will work with the consultant in developing specific project tasks and scope once selected.

Consultant selection will be based on evaluation of the submittal. Selection criteria will include but not necessarily be limited to, project manager and key personnel who will be directly involved with the project, firm/team experience and qualifications for related work, project understanding and approach, availability of staff; schedule, proposal quality and other factors Asotin County considers significant to be in the best interest of the County. Submittals shall be a maximum of 15 pages.

Submittals must be returned to the Planning Department, Attn. Karst Riggers, PO Box 610, Asotin, WA 99402, no later than 4:00 p.m., PDT on Monday, December 22, 2025, or emailed to kriggers@asotincountywa.gov. Late submittals will not be considered and consultant selection is anticipated within 14 days of the submittal end date.

This RFQ does not commit the County to pay any costs incurred to prepare this submittal. All submittals shall be considered public documents.