

**GRANT COUNTY PORT DISTRICT NO.9
NOTICE TO CONSULTANTS
ECONOMIC DEVELOPMENT STUDY**

The Grant County Port District No. 9 ("The Port") hereby solicits Statements of Qualifications from qualified consulting firms to provide economic planning services culminating with the preparation of an Ephrata Industrial Revitalization Economic Plan. Consultant selection will be based on qualifications only. Cost information will not be requested or considered as part of this solicitation.

The Port solicits interest from consulting firms with expertise in economic planning for airport, light industrial and heavy industrial zoned areas in and around port districts. The consultant agreement is anticipated to be 12-months in duration, with the option for the Port to extend the agreement for additional time and compensation if necessary. The Industrial Revitalization Economic Planning work is anticipated to begin in June 2026, and a final report to be presented jointly to the Port District and City of Ephrata legislative bodies on or before June 31st 2027.

The Port reserves the right to amend terms of this "Request for Qualifications" (RFQ), to circulate various addenda, or to withdraw the RFQ at any time, regardless of how much time and effort consultants have spent on their responses.

PROJECT DESCRIPTION

The work to be performed by the Consultant consists of economic planning elements including: buildable land study, economic uses study, infrastructure inventory, compile potential projects, rank potential projects, infrastructure projects schedule, potential finding sources, draft economic plan, presentation revisions process, and final deliverable of an Ephrata Industrial Revitalization Economic Plan document.

QUALIFICATIONS

Please submit three (3) printed copies of qualifications no later than May 22, 2026. Late submissions will not be accepted, and it is the responsibility of the sender to confirm delivery. The Port strongly encourages that proposals be either hand delivered or overnighted via FedEx or UPS. If overnighted, the physical address is to be used. If mailed; the P.O. Box is to be used.

Submittals should be clearly marked "On-Call Services" and be addressed to:

Grant County Port District No. 9
David Lanman, Executive Director
1990 Division Avenue E - Physical Address
P.O. Box 1089 - Mailing Address
Ephrata, WA 98823

Submittals will be evaluated by the below-listed criteria. Responses should be organized and identified in the same order, in 8-1/2" x 11" paper, limited to 20 page, single-sided maximum, including cover page

1. Company's history, capability, and past performance with economic planning.
2. Demonstrated understanding and familiarity with Port related economic planning
3. Key personnel's professional background and qualifications including the project team for stated projects. Include only those people which will be assigned to the projects at the Port.

SELECTION

A scoring committee comprised of Port District and City of Ephrata staff will review the submitted qualifications, score them, rank them, and make a formal recommendation to the Port Commissioners. The final selection of the consulting firm will be made by the Commissioners. The contract negotiations will be conducted after the Commissioners have made the final selection.

ADDITIONAL INFORMATION

No cost or fee schedules shall be submitted with the RFQ. Fees for services will be presented during negotiations after the selection of the most qualified consultant. In the event that a contract cannot be awarded to the most qualified consultant, the Port Commission reserves the sole right to terminate this process, to not award a contract, and to cancel or modify this solicitation process at any time. In no event, will the Port or any of its respective agents or employees be liable for or otherwise obligated to reimburse the costs incurred in preparation of the RFQ, or any related costs.

QUESTIONS REGARDING THIS RFQ

All questions must be provided no later than May 22, 2026. Please direct all inquiries regarding the Request for Qualifications only to:

David Lanman, Executive Director
Grant County Port District No. 9
(509) 750-8623
director@portofephrata.gov

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