

Request for Qualifications for Architectural/Engineering Services

Seneca Nation of Indians Department of Transportation

RFQ Title: Construction Inspection Services

Issue Date: July 10, 2026

Deadline for questions: July 21, 2026

Proposal Due Date: July 31, 2026, by 12:00 pm

1. Introduction

The Seneca Nation of Indians (SNI) Department of Transportation (DOT) is soliciting proposals from qualified and experienced firms to provide Construction Inspection (CI) services for upcoming transportation infrastructure projects on Seneca Nation Territories.

Construction Inspection Services for various Seneca Nation Transportation Projects- Allegany and Cattaraugus Territories

This RFQ will be utilized to fulfill multiple projects.

All communications regarding this bid should be addressed to:

Seneca Nation of Indians Department of Transportation

Attn: Tim Waterman, Transportation Planner

90 Ohi:yo' Way

Salamanca, NY 14779

Timothy.Waterman@sni.org

2. Project Overview

SNI DOT anticipates the need for CI services involving roadway, bridge, drainage, safety, trails, and utility relocation projects.

Front Ave. Culvert Replacement over Titus Creek, Allegany Territory – SNDOT is partnering with the City of Salamanca to replace a failing culvert with a bridge. The project will entail the removal of the existing culvert and the installation of the new bridge as well as utility relocation.

Route 438 Bridge Replacement over Clear Creek, Cattaraugus Territory – The project will replace a structurally deficient and functionally obsolete bridge with a three-span bridge as well as utility relocation.

Broad Street / R.C. Hoag Drive Roundabout Project, Allegany Territory – The project will entail the installation of a roundabout at a high priority intersection. The project will require utility relocation.

Allegany Bus Garage, Allegany Territory- The project will entail the demolition of an existing structure on the site as well as the construction of a new facility that would serve as storage for Seneca Transit System buses as well as Seneca Nation Department of Transportation personnel and equipment.

Southern Tier Transit Hub, Cattaraugus Territory-The project will entail the construction of centralized facility for transportation services on the Cattaraugus Territory. The project will require utility installation and would provide a location for users to access Seneca Transit System services and provide for storage of STS buses.

Summary of Work

Firms shall provide construction inspection services that encompass comprehensive oversight and quality assurance for highway, road, and bridge projects. These services are essential to ensure that all construction activities adhere to contract specifications, engineering standards, and applicable regulatory requirements. Key responsibilities include, but are not limited to:

- On-Site Inspection: Monitor daily construction activities to verify compliance with approved plans, specifications, and safety standards.
- Contract Inspection Support: Assist with documentation, progress tracking, and coordination between contractors, project engineers, and project stakeholders.
- Materials Testing Oversight: Observe and report on field and laboratory testing of construction materials to ensure quality and performance standards are met.
- Documentation and Reporting: Maintain detailed inspection logs, prepare daily reports, and support the development of project records for audits and closeout.
- Environmental and Safety Compliance: Ensure adherence to environmental protection measures and occupational safety requirements throughout the construction process.
- Change Order and Claims Support: Provide technical input and documentation to support the evaluation of contract modifications and claims.
- Coordination and Communication: Facilitate effective communication among project teams, including federal, state, and local agencies, contractors, and consultants.

3. Proposal Requirements

Proposals must include firm qualifications, staffing, project approach, past performance, fee proposal, and Indian Preference documentation.

Proposals shall be limited to a maximum of 20 pages including all the following documents:

General Documentation:

- Company name, address, and phone number
- A Point of contact (name, title, email, and phone number)
- Documentation to identify key personnel and any sub-consultants

Qualification Documentation:

- summary of understanding;

- a detailed description of the responder’s qualifications and experience, including experience providing similar services in similar scenarios;
- a detailed scope of services that the firm can provide including information displaying the firm’s capability and approach to perform the required tasks;
- experience working on Seneca transportation projects, other Seneca Projects, TTP projects, and/or projects with federally recognized nations;
- State of New York licenses for all relevant services to be provided;
- confirmation of sufficient financial and human resources to support the obligations under the Service Agreement;
- SNI Business License, or ability to obtain one;
- proof of current insurance coverage;
- other information that the proposer deems relevant for consideration;
- Consultants and all sub-consultants may also be asked to provide a certificate of occupancy, certificate of completion, and/or health and safety certificates

Staffing Requirements

Key Staff:

<u>Title</u>	<u>Qty</u>	<u>Resume Required</u>
Office Engineer (NICET IV)*	1	Yes
Senior Inspector (NICET III)*	3	Yes

Non-Key Staff:

<u>Title</u>	<u>Qty</u>	<u>Resume Required</u>
Inspector (NICET II)*	3	No

The total number of resumes that must be included is 4.

Required Certifications / Training / Qualifications

1. **Senior level Engineer Technicians:** must be certified by the National Institute for Certification in Engineering Technologies (NICET).
2. **Entry level inspectors, equivalent to NICET levels I and II, Certification Requirements:** must meet the appropriate requirements as listed under the Highway Construction Inspection Certification Requirements, on the NICET.org website. Additional information can be found at:
<https://www.nicet.org/certification-programs/civil-engineering/highway-construction-inspection/certification-requirements/> and <https://www.nicet.org/about-us/frequently-asked-questions/work-experience/>
3. **In lieu of the NICET certification requirements:** SNDOT may accept evidence that the person proposed for employment meets the criteria as shown in MURK Part 1D Chapter 4 as follows:
 - a) has satisfactorily performed similar duties as a former NYSDOT employee; or

- b) has a combination of education and appropriate experience commensurate with the scope of the position in question.

- 4. **Formal training in Work Zone Traffic Control (WZTC) requirement:** the WZTC Safety Inspector must have received formal training in Work Zone Traffic Control. This formal training in Work Zone Traffic Control shall consist of classroom training or a combination of classroom training and experience, sufficient to develop needed knowledge and skills. Acceptable training should consist of a formal course presented by a recognized training program which includes at least two full days of classroom training. A minimum of two days classroom training is normally required, although one day of classroom training plus responsible experience may be considered.

Recognized training providers include:

- a) American Traffic Safety Services Association (ATSSA)
- b) National Safety Council (NSC)
- c) Federal Highway Administration's National Highway Institute (FHWA-NHI) and accredited colleges and universities with advanced degree programs in Civil/Transportation/Traffic Engineering.

Acceptable training courses include:

- a) FHWA-NHI 133112 – Design and Operation of Work Zone Traffic Control
- b) NSC – Temporary Traffic Control Design & Supervision
- c) ATSSA:
 - 1. Traffic Control Supervisor (TSC) Course
 - 2. Urban Work Zone Design Course

Former NYSDOT employees may be considered to have acceptable training, if they have had at least one day of formal classroom training combined with responsible WZTC experience.

- 5. **Portland Cement Concrete Requirements:** Technicians employed by the Consultant that perform field inspection of Portland Cement Concrete shall possess a current certification from the American Concrete Institute (ACI) as a Concrete field-testing Technician-Grade 1.

In lieu of current ACI certification, former NYSDOT employees who have satisfactorily received NYSDOT in-house training (within the past 5 years) may also be qualified to perform field inspection of Portland Cement Concrete.

- 6. **Painting and related operations requirements:** Inspectors assigned to painting related operations must have received specific, relevant training in corrosion, surface preparation, painting, lead abatement, health and safety issues, environmental control and waste disposal procedures. Association for Materials Protection and Performance (AMPP, formerly NACE & SSPC) and similarly recognized professional training will be the basis for evaluation of training and experience.

All painting inspectors shall have successfully completed one or more of the following courses:

- a) NACE Coating Inspector Program (CIP) Level 1
- b) SSPC – Fundamentals of Protective Coatings (C1) or Bridge Coating Inspector Program (BC1)

7. **Geotechnical Construction (Earthwork) Requirements:** Technicians employed by the consultant perform field inspection of geotechnical construction (earthwork), including, but not limited to embankment construction, subbase placement, structure and culvert backfill placement, and testing of earthwork items for in-place density and/or gradation, shall possess a current certification and/or proof of training from the following organization:
NorthEast Transportation Technician Certification Program (NETTCP) - Soils and Aggregate Inspector Certification.
An alternative to the certification/training listed above would be proof of previous completion (within the past 5 years) of the NYSDOT Earthwork Inspectors Training, given by NYSDOT's Geotechnical Engineering Bureau.
8. **Special Inspections:** Structural, Fire Protection, and Mechanical and Electrical.
9. **Safety Training:** Inspectors must provide proof of completed OSHA 10-Hour training.

Availability of Key Staff: Firms may be considered non-responsive if proposed Key Staff are already committed to another SNDOT project.

4. Evaluation Criteria

Qualifications, experience, key personnel, project understanding, cost, and compliance with SNI Indian Preference.

The Seneca Nation DOT will evaluate proposals received and select the most qualified firm based on the information provided. The firm that demonstrates the strongest profile and presents the best value to Seneca Nation will be selected. After selection, the DOT will enter into any necessary negotiations to reach a final contract.

Contracts will be awarded based on the following criteria:

- Firm, staff, and subcontractors' strength and ability to complete the scope of services
- Understanding of and approach to the scope of services requested
- Qualification of firm based on documents provided
- Experience working on
 - Seneca Nation Department of Transportation projects
 - Other Seneca Nation projects
 - TTP Projects
 - Other projects with federally recognized nations
 - Transportation projects
- Ability to provide value engineered/cost effective design
- Ability and availability of the firm to provide a quick turn-around and direct consulting

Evaluation Factors and Weights

WEIGHT	Scoring Factor
	1. Experience
10%	A. Firm in general
50%	B. Staff
10%	C. With SNDOT
	2. Organizational capability for this type of work
	A. Workload/Capacity
20%	(1) Project
	3. Logistics & Familiarity
5%	A. Logistics
5%	B. Familiarity with the project type
100%	TOTAL

Conflicts of Interest for Design/Construction Inspection Contracts

Firms who assisted the owner in Design-Bid-Build and/or Design-Build will not be allowed to submit a proposal on those corresponding projects.

5. Submission Instructions

Submit sealed or emailed proposals to the SNI Department of Transportation.

6. Additional Conditions

SNI reserves the right to accept or reject proposals and may request interviews.

7. Questions

Questions must be submitted in writing to the designated SNI DOT contact at Timothy.Waterman@sni.org.

All questions regarding this RFP shall be directed to Tim Waterman no later than **4:30 PM, July 21, 2026**. All corrections and changes will be made as an official addendum through the SNI's Department of Transportation (DOT) and emailed to all bidders. It shall be the respondent's responsibility to ensure they received all addendums before submitting their proposal.