



HOMELESS
ALLIANCE

April 28, 2025

Request for Proposal (RFP) for Drainage Work

The Homeless Alliance, Inc. is accepting proposals to provide drainage solutions for 7,500 square foot building. Please note that we are acting at the direction of our Chief Executive Officer and all proposals will go before a review committee of leadership of the Homeless Alliance. Final authority on all purchases rests with the Homeless Alliance Board of Directors. A description of the organization, the services needed, and other pertinent information follows.

Background of The Homeless Alliance, Inc.

The mission of The Homeless Alliance is to rally the community to end homelessness. We are a 501(c)(3) organization. You can get more information on our website at www.homelessalliance.org.

Services to Be Performed

Your proposal is expected to cover the following services:

1. Collect and convey large volumes of water away from the building
2. Downspout Integration
3. Installation of clean outs and/or sediment traps
4. Soil Grading
5. Maintain a SWPPP during construction
6. Secure proper permits including ODEQ OKR10 and Building and stormwater Management (OKC SWL)
7. Work must be performed and completed no later than September 12, 2025.

Key Personnel

Following is a list of key persons you may wish to contact with respect to this engagement:

- Holly Smith, Director of Administration, 405-747-6445, hsmith@homelessalliance.org
- Robert Stonebraker, Director of Special Projects, (405) 824-9292, rstonebraker@homelessalliance.org

Relationship With Prior or Current Service Provider

We have no current engagement with a service provider and are seeking proposals from multiple companies.

Your Response to This Request for Proposal

In responding to this request, please provide the following information:

1. Please provide a list of comparable organizations you have experience with, either currently or previous clients.
2. Warranty information
3. Identify the primary person responsible for the account.
4. Any contractors submitting a bid must produce written proof of liability insurance and worker's compensation coverage as well as a W-9.

Evaluation of Proposals

The leadership of the Homeless Alliance will evaluate proposals on a qualitative basis. This includes a review of the firm's peer review and related materials, interviews with senior engagement personnel to be assigned to our organization, results of

discussions with other clients, and the firm's completeness and timeliness in its response to us. Finally, please submit information on the firm's liability insurance coverage.

If you choose to respond to this request, please do so by May 5th, 2025.

Please let us know if you choose not to respond to this RFP.

Sincerely,

A handwritten signature in black ink, appearing to read 'R Stonebraker', written over a horizontal line.

Robert Stonebraker
Director Of Special Projects
405-824-9292