Tulsa District
Tribal Support Program

MISSION
Honoring trust responsibilities by providing technical support to Tribal Nations. We act as an extension of tribal staff to provide a broad array of expertise.

Cynthia Kitchens, PMP, CFM
Tulsa District Tribal Construction Support Process

1. Construction Support
2. 30% Design, Contract Award
3. Shortlist for Interviews or Selection
4. Grant Application
5. Grant Award
6. Environmental Work
7. Request for Qualifications
8. 60% Design, Pre-construction conf.
Tribal Construction Support Process

Grant Application

1. Letter of Commitment
2. Floor Plan
3. Site Plan
4. Site Map
5. Cost Estimate
6. O&M Cost Estimate
7. Implementation Schedule
Tulsa District Tribal Construction Support Process

- Grant Application
  - Construction Support
    - 30% Design, Contract Award
    - 60% Design, Pre-construction conf.
  - Grant Award
    - Environmental Work
      - Request for Qualifications
        - Shortlist for Interviews or Selection
Tribal Construction Support Process

Concurrent with Environmental

- Memorandum of Agreement
- Support Agreement
- Scope of work
Tulsa District Tribal Construction Support Process

- Grant Application
- Grant Award
- Environmental Work
- Request for Qualifications
- Shortlist for Interviews or Selection
- Construction Support
- 60% Design, Pre-construction conf.
- 30% Design, Contract Award
Tribal Construction Support Process
Request for Qualifications and Selection

- Draft RFQ for newspaper
- Meet with selection committee to shortlist or select
- Provide draft interview questions
- Conduct interviews
- Provide draft meeting minutes
Tribal Construction Support Process

30% Design, Contract Award, Pre-Con

- Attend programming meetings to get approval of 30% design.
- Draft Design/Build Agreement
- Technical analysis of contractor’s cost estimate
- Assist with negotiation
- Lead pre-construction conference and provide minutes
Tulsa District Tribal Construction Support Process

- Construction Support
- 60% Design, Pre-construction conf.
- 30% Design, Contract Award
- Grant Application
- Grant Award
- Environmental Work
- Request for Qualifications
- Shortlist for Interviews or Selection
Tribal Construction Support Process

60% Design and Construction

- At 60% design review and approve foundation construction if appropriate
- Review complete design and specs
- Minimum of 16 quality assurance inspections
- Attend monthly progress meetings with the contractor and owner
- Review all pay applications
- Review all change orders
- Final inspections
Tulsa District
Tribal Support Program

Questions

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