



State of Idaho

Department of Parks and Recreation

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June 16 2026

REQUEST FOR QUALIFICATIONS (RFQ)

TO: Design Professionals

FROM: Melanie Schuster, Development Bureau Chief
Idaho Department of Parks and Recreation

SUBJECT: **IDPR PROJECT NO. 3606263**
Twin Peaks Ranch Campground Development
Twin Peaks Ranch State Park
Salmon, Idaho

RFQ submittal packages will be received electronically by Brad Standley (brad.standley@idpr.idaho.gov) until **July 15, 2026 at 4:00 p.m.**, Mountain Standard Time for furnishing design services to the State of Idaho.

Questions that arise as a result of this Request for Qualifications should be addressed to:

Brad Standley, Project Manager
Department of Parks and Recreation
5657 Warm Springs Ave.
PO Box 83720
Boise ID 83720-0065
(208) 514-2452
Brad.standley@idpr.idaho.gov

Modifications (addenda) to this RFQ, if any, will be posted on the Idaho State Parks website at <https://parksandrecreation.idaho.gov/development-projects/>. It is recommended that responders to this RFQ check this page prior to making their submittal. If any, the final addendum will be issued by July 08, 2026.

Funding for the project is from Idaho Department of Parks and Recreation Vehicle (RV) Fund and State funds. Idaho Department of Parks and Recreation (IDPR) will administer the project according to the terms and conditions of the award and State laws and guidelines. The Design Professional will receive general instructions through IDPR. The above noted Project Manager has been assigned to serve as project manager and liaison between IDPR and the Design Professional.

The Design Professional shall warrant the following: not knowingly hire or engage any illegal aliens or persons not authorized to work in the United States as required by Title 67, Chapter 79, Idaho Code. The Design Professional shall take steps to verify that it does not hire or engage any illegal aliens or persons not authorized to work in the United States; and that any misrepresentation in this regard or any employment of persons not authorized to work in the United States constitutes a material breach and shall be cause for the imposition of monetary penalties and/or termination of any Contract resulting from this RFQ.

BACKGROUND

Twin Peaks Ranch State Park is located 20 miles south of Salmon, Idaho, and spans 677 acres of remote, scenic high country. The park provides access to over 2,000 miles of motorized and non-motorized trails, making it a gateway into the expansive backcountry of Lemhi County. Twin Peaks Ranch offers a rare kind of quiet. With wide-open views in every direction, stargazing becomes a nightly event, and the nearest crowd is often a herd of elk, bighorn sheep, a curious deer, or a flock of geese overhead. The surrounding landscape is defined by the Bitterroot and Lemhi mountain ranges, creating a natural cradle for solitude, wildlife, and panoramic horizons. The park sits at the edge of Idaho's Frank Church–River of No Return Wilderness, one of the largest contiguous wilderness areas in the lower 48 states. Over 90% of Lemhi County consists of public land, much of it managed by the U.S. Forest Service and Bureau of Land Management. As a result, access roads, historic mining tracks, and Forest Service trails branch out from the park in all directions, leading into creek valleys, alpine lakes, and high-elevation overlooks. Twin Peaks Guest Ranch was originally built in the mid-20th century as a working ranch but was converted into a guest facility in the 1990s. The lodge maintains its rustic charm while offering practical features, including a full-service kitchen, shared dining space, and informal gathering areas suited for retreats or group events. In addition to the lodge, the park includes 24 private overnight accommodations. Natural features within the park include two fishing ponds, a natural warm spring, and sweeping views of the surrounding wilderness. Twin Peaks Ranch is also located just five minutes north of the Goldbug Hot Springs Trailhead, making it a central hub for outdoor adventure in eastern Idaho. The area's public lands, mountain trails, and wildlife corridors provide year-round opportunities for hiking, biking, riding, and exploration.

DESCRIPTION OF PROJECT

The Idaho Department of Parks and Recreation acquired 677 acres in Lemhi County Idaho, and the property currently has no RV facilities. This project would be the first phase of development for 2 RV camping loops with an emphasis for off highway vehicles (OHV's) in one loop and equestrian/basic RV camping in the other. This project will be the first phase of development with the primary focus on overall concept planning, constructing the OHV loop, an entrance kiosk into the park, vault toilets and paved parking where needed. It is anticipated that each loop will have up to 20 RV spots, paved with pull through abilities, toilets and shower facilities if the water and sewer systems can support it. All engineering and construction are anticipated to be contracted via state public works requirements. This project would begin development of 2, RV camping loops with an emphasis for off highway vehicles (OHV's) in one loop and equestrian/basic RV camping in the other. The primary emphasis of OHV camping is a concept IDPR has been pursuing for years. This project would allow that use of a hub for almost 2,000 miles of OHV trails adjacent to the Salmon Challis National Forest.

REQUIRED SERVICES

IDPR is requesting Qualification Statements for complete design services including observation during construction. A total preliminary project budget of \$3,675,000 has been established to include fees, reimbursables, construction, contingencies, tests and other project related

expenses. A relatively complete construction cost estimate will be required following the Schematic Design Phase and must be updated at each additional phase.

The Design Professional and Consultants shall be licensed to practice in the State of Idaho for their specific disciplines.

The Design Professional will be responsible for schematic design, design development, construction documents, approvals by the authorities having jurisdiction, bidding assistance, construction administration, and project closeout. Specialty services shall include geotechnical engineering, surveying services and environmental permitting services.

The Design Professional will be required to meet as needed, but not less than monthly, with the Project Manager for the purpose of providing a report regarding the previous month's progress. Such meetings will: advise the team of projected project cost and related valued engineering if needed; include critical path schedules, show funds expended in the completion of the project and specific accomplishments related to the completion of the project.

The Design Professional shall keep in mind that during all phases, code compliance, energy efficiency, and building maintenance concerns should be incorporated into the design.

QUALIFICATION STATEMENT CONTENT

- A. **Basic Qualifications:** Provide basic data relative to the Design Professional's team size, history, personnel, special expertise, resources available to meet the project schedule, and general information. Individual resumes, awards, associations, etc., may be included.

IDPR reserves the right to investigate and confirm the proposer's financial responsibility. This may include financial statements, bank references and interviews with past consultants, employees, and creditors. Unfavorable responses to these investigations are grounds for rejection of proposal.
- B. **Team Member Qualifications:** List the Design Professionals and Consultants expected to accomplish this work. Describe who will perform the various tasks, the amount of their involvement and responsibilities, their qualifications, education, training, and relevant special expertise in project type. Provide a list of at least three (3) projects, with brief descriptions which show the person's ability to complete projects of this scope and/or type. Has the Design Professional had successful collaboration with the consultant team members in the past?
- C. **Technical Approach to Project:** Include a statement of your approach to this specific project including design philosophy, understanding of program, challenges, and opportunities as well as alternative concepts and methods that might be explored. Discuss your ideas and process of value engineering a project during the current market conditions. Include your approach to designing within budget and how you will approach ideas such as phasing, building structures and envelopes, designing for expansion, designing efficiently, and with economical and maintenance free materials. Limit Technical Approach to two (2) pages.
- D. **Management Approach to Project:** Describe the firm's management approach to the project including approaches to quality control, schedule, and cost estimation. Include your approach to gathering stakeholder's input and acceptance. Demonstrate success during construction administration and how your team manages each task. Limit Management Approach to Project to two (2) pages
- E. **Examples of Work:** Renderings, photographs, drawings, and applicable documents may be submitted as examples of your work. Include name, location, description, project owner, sq. footage, initial projected construction cost, final construction cost, date of

substantial completion, and a Reference/Contact for each project. Examples of similar projects may be scored more favorably.

- F. **Format:** To assist evaluation it is desirable to format the submittal similar to the headings listed above. The submittal should be clear and to the point. Emphasis should be placed on specific qualifications of the people to actually perform the project and approach to the project. Primary contact should be clearly identified on the cover sheet with an email address. Packet should be no more than thirty (30) pages.

SUBMITTAL

One (1) electronic PDF file of the submittal shall be emailed to the specified project manager by the time specified above. The email submittal shall clearly identify the point of contact regarding the submittal, with email, address and phone number listed. **Failure to identify point of contract may render submittal non-responsive.**

EVALUATION: INITIAL RANKING

A selection committee consisting of persons from the IDPR Development Bureau, and Twin Peaks State Park will evaluate and rank the firms deemed to be the most highly qualified to perform the required services. The selection committee may choose to interview any, all, or none of the respondents as may be in the best interest of IDPR. The initial ranking criteria will be weighted according to the following:

	Criteria	Maximum Points
A	Basic Qualifications	8
B	Team Member Qualifications	20
C	Technical Approach to Project	10
D	Management Approach to Project	10
E	Examples of Work	20
F	Format	2
	Total	70

The names of all firms submitting proposals and the names, if any, selected for interview shall be public information. At the conclusion of the RFQ process, committee comments and evaluation scores, as well as the contents of all proposals become public information. Firms that have not been selected will be notified in writing after the conclusion of the selection process.

INTERVIEW PROCESS AND FINAL RANKING

If interviews are held, selected firms will be notified as to place, time, date, and content of the interview. The Design Professionals invited for an interview will receive a final score based on the sum of the selection committee's initial ranking and interview ranking. The interview process will be worth 30 points. Questions to be addressed during the interview will be provided to the selected teams.

SELECTION AND AWARD

Upon selection of a firm, IDPR will issue a letter of intent. However, final award is contingent upon the successful negotiation of an Agreement.

The contents of the submittal may be used in a legal contract or agreement. Proposers should be aware that methods and procedures proposed could become contractual obligations. The successful firm will be required to sign an agreement including the State's standard terms (Appendix 'C'), including a requirement to carry and maintain a minimum of \$1,000,000 professional liability insurance coverage, except in special circumstances.

IDPR reserves the right to reject any or all submittals received as a result of this request.

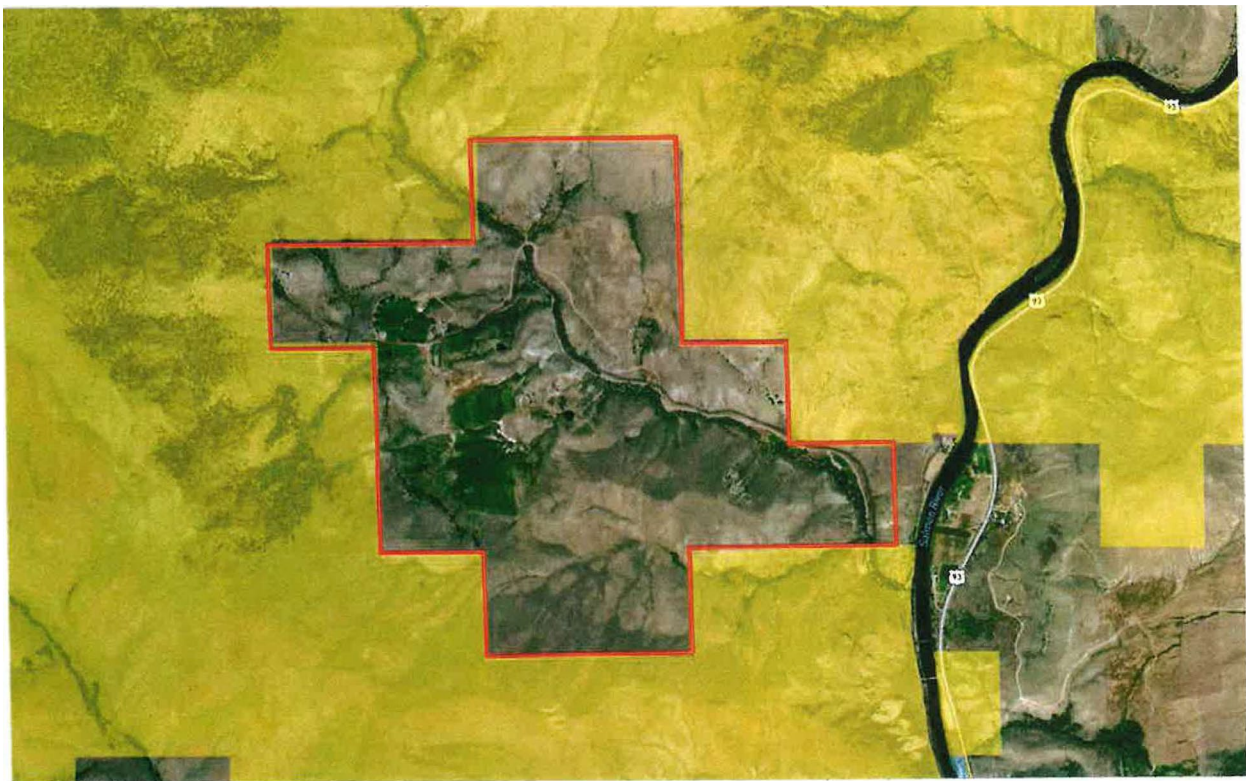
IDPR may also negotiate separately with any source in any manner necessary to serve the best interests of the State of Idaho. Awards will be made basis of submittals resulting from this request and subsequent interviews.

PROPOSED DATES:

Advertise RFQ	June 12, 2026
Receive RFQ Submittals	July 13, 2026
Evaluate RFQ Submittals	July 2026
Negotiate Contract	August 2026
Project Design	September 2026
Construction	May 2027

Attachments:

A: Site Map





End 3606263 Design Professional RFQ