Exhibit 2.a

CONDITIONAL USE PERMIT

Planning and Economic Development Department
200 NE Moe Street | Poulsbo, Washington 98370
(360) 394-9748 | fax (360) 697-8269
www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com

A conditional use permit is a mechanism by which the city may require special conditions on development or on the use of land in order to ensure that designated uses or activities are compatible with other uses in the same land use district and in the vicinity of the subject property. For additional information on conditional use permit, refer to Chapter 18.230 of the Poulsbo Municipal Code (PMC).

There are two types of conditional use permits. An administrative conditional use permit (AC) application shall be processed as a Type II permit application; a conditional use permit (C) shall be processed as a Type III (quasi-judicial) permit application. Both Type II and Type III permits shall be processed according to the provisions of Title 19.

☐ Administrative Conditional Use Permit ■ Conditional Use Permit Proposed Use: Opioid Treatment Clinic

PROJECT:

Project Name: SUQUAMISH CARE CENTER	Tax Assessor's ID: 142601-3-081-2005
Project Address: 19950 7TH AVE NE, POULSBO, WA 98370	Size of Property (Sq. Ft.): 71,438 SF (1.64 ACRES)
Comp Plan Designation: COMMERCIAL	Zoning Designation: C3 - SR 305 Corridor

Legal Description (attach sheet if necessary):
SEE ATTACHED SHEET.

Are there any critical areas on the property? (wetlands, steep slopes, streams, etc.) ☐ YES ☐ NO

APPLICANT:

Name: RICE FERGUS MILLER (GREG BELDING)	Phone: (360) 362-1434
Address: 1011 W FIRST AVE, SPOKANE, WA 99201	
Email: RFM CONTACT: BALI MSHAR, BMSHAR@RFMARCH.COM	

AGENT (IF DIFFERENT THEN APPLICANT):

Name:	Phone:
Address:	
Email:	

OWNER:

Name: SUQUAMISH TRIBE (CATHERINE EDWARDS)	Phone: (360) 394-1336
Address: 18490 SUQUAMISH WAY NE, SUQUAMISH, WA 98392	
Email: SUQUAMISH TRIBE CONTACT: JEFF RIGGINS, JRIGGINS@SUQUAMISH.NSN.US	

APPLICATION SUBMITTAL REQUIREMENTS:

The PED Department is now accepting all applications electronically. Please submit your application online here or email the materials to plan&econ@cityofpoulsbo.com.

■ Application Fees and Deposits

☒ A vicinity map showing the location of the property and surrounding properties.

☒ Detailed site plan (and elevations, if applicable).

Please Note:
- plans must be drawn at an engineering scale that allows each plan to fit on one sheet
- all buildings and structures shall be dimensioned
- all information shall be legible

☒ Notarized property owner and/or applicant signature page (attached).

☒ Any other information/documents: Pre-App Summary, Neighborhood Mtg Info, Operations Plan, Security Plan, MSPR, DR, CEA

REVIEW CRITERIA:

The space below is provided for your answers. You may use additional sheets if necessary

1. Explain how the conditional use will not be materially detrimental to uses or property in the immediate vicinity of the subject property.

   The proposed Opioid Treatment Program (OTP) clinic will not be materially detrimental to neighboring properties because it is a licensed health care facility providing medically supervised treatment in a controlled, professional environment. The facility will operate similarly to other outpatient medical clinics, with trained staff, scheduled appointments, and established safety and security protocols. The project will improve the existing property through building upgrades, landscaping, enhanced pedestrian circulation, and increased parking. Traffic impacts are expected to be comparable to other medical office uses, and the site is designed to safely accommodate patients, staff, and service vehicles. Appropriate exterior lighting, on-site security personnel, and a strict no-loitering policy will help maintain a safe and orderly environment. By providing evidence-based treatment, primary care, behavioral health services, and supportive resources, the clinic will improve community health outcomes and contribute positively to the health, safety, and welfare of the surrounding area.

2. Explain how the design is compatible with and responds to the existing or intended character, appearance, quality of development and physical characteristics of the subject property and immediate vicinity.

   The proposed exterior building improvements respond to the existing character of the surrounding development while also honoring the desired aesthetic of the client. This is achieved as follows:
   1. Through the removal of the existing street facing bank teller canopy and teller vestibule, the proposed improvements bring the buildings main entrance from the east facade to the west street-facing facade. This activates the street facing facade as desired by the City of Poulsbo's current design guidelines.
   2. The use of cedar/wood cladding at the entrances and the north/south facades is similar to exterior materials used on buildings in the surrounding development and throughout the City of Poulsbo. The use of wood is also culturally important to the client.
   3. The proposed painting of the existing masonry, to a neutral gray tone, provides a more clean and modern aesthetic that is desired by the client while also fulfilling the City of Poulsbo's current exterior design guidelines regarding exterior finish colors.

3. Explain how the conditional use will be served by adequate public facilities including streets, fire protection and utilities.

   The proposed Opioid Treatment Program (OTP) clinic will be located in an existing building, which is served by existing water, sewer, and storm drainage systems. The project will include up-sizing the domestic water line to accommodate additional plumbing fixtures required in this health care facility - this will be done by branching off the existing 6" water line on the property. The fire protection, sewer and storm drainage systems are adequately sized for the proposed use and will be re-used. Regarding site access, adequate access will be achieved using the existing curb cuts on 7th Ave NE. The project will increase the existing parking count by 11 spaces (see also the Parking Narrative included in the Minor Site Plan Review application) and will include a drop-off area for anticipated patient use.

4. Explain how the conditional use complies with all applicable requirements of this code.

   The proposed Opioid Treatment Program (OTP) clinic will comply with applicable sections of the Poulsbo Municipal Code as indicated in the Design Review Board application and Minor Site Plan Review application.

SIGNATURES:

I, the undersigned, state that, to the best of my knowledge, all the information provided in this application is true and complete. It is understood that the City of Poulsbo may nullify any decision made in reliance upon information given on this application form should there be any willful misrepresentation or willful lack of full disclosure on my part.

I hereby authorize City of Poulsbo representative(s) to inspect the subject property Monday-Friday between the hours of 8:00 am and 4:00 pm during this permit application process.

Signature of Applicant/Agent

GREGORY BELDING
Print Name of Applicant/Agent

STATE OF WASHINGTON)
) SS
COUNTY OF KITSAP)

On this 25 day of June, 2026 before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Gregory Belding to me known to be the individual(s) described in and who executed the within and foregoing instrument, and acknowledged that he/she/they signed the same as his/her/their free and voluntary act and deed, for the uses and purposes therein mentioned, and on oath stated that he/she/they was (were) authorized to execute said instrument.

WITNESS my hand and official seal this 25 day of June, 2026.

ALLISON JAECH
Notary Public
State of Washington
Commission # 26009973
My Comm. Expires May 3, 2030

NOTARY PUBLIC in and for the State of Washington Residing at

King County

Commission Expires 5/3/2030

PROPERTY OWNER'S SIGNATURE (if other than applicant/agent):

I, the undersigned, state that, to the best of my knowledge, all the information provided for this application is true and complete. It is understood that the City of Poulsbo may nullify any decision made in reliance upon information given on this application form should there be any willful misrepresentation or willful lack of full disclosure on my part.

Signature of Property Owner

Catherine Edwards
Print Name of Owner

STATE OF WASHINGTON)
) SS
COUNTY OF KITSAP)

On this 24th day of June, 2026 before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Catherne Edward to me known to be the individual(s) described in and who executed the within and foregoing instrument, and acknowledged that he/she/they signed the same as his/her/their free and voluntary act and deed, for the uses and purposes therein mentioned, and on oath stated that he/she/they was (were) authorized to execute said instrument.

WITNESS my hand and official seal this 24th day of June, 2026.

KIM KUMPF NOTARY PUBLIC 37157 COMMISSION EXPIRES 10-06-29 STATE OF WASHINGTON

NOTARY PUBLIC in and for the
State of Washington Residing at

Sequamish, WA

Commission Expires 10-06-29

LEGAL DESCRIPTION:

A PORTION OF SECTION 14, TOWNSHIP 26 NORTH, RANGE 1 EAST, W.M., DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 14; THENCE S1*16'18 W 335.19 FEET TO THE NORTHEAST CORNER OF THE SOUTH ONE-HALF OF THE NORTH ONE-HALF OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE N88*32'42 W 75.50 FEET TO THE WESTERLY RIGHT-OF-WAY OF SR305 AND THE TRUE POINT OF BEGINNING; THENCE CONTINUING N88*32'42 W 212.98 FEET; THENCE N1*15'56 E 334.95 FEET TO THE NORTH LINE OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE ALONG SAID NORTH LINE S88*35'29 E 212.98 FEET TO THE WESTERLY RIGHT-OF-WAY OF SR305; THENCE S1*15'58 W 335.12 FEET ALONG SAID WEST RIGHT-OF-WAY TO THE TRUE POINT OF BEGINNING.

Exhibit 2.b

MINOR SITE PLAN REVIEW

Planning and Economic Development Department
200 NE Moe Street | Poulsbo, Washington 98370
(360) 394-9748 | fax (360) 697-8269
www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com

For additional information on the Minor Site Plan Review (SPR) process, refer to Chapter 18.270 of the Poulsbo Municipal Code (PMC). For a detailed description of the Type I review process, refer to PMC Title 19.

PROJECT	
Project Name: SUQUAMISH CARE CENTER	Tax Assessor's ID: 142601-3-081-2005
Project Address: 19950 7TH AVE NE, POULSBO, WA 98370	Size of Property (Sq. Ft.): 71,438 SF(1.64 ACRES
Comp Plan Designation: COMMERCIAL	Zoning Designation: C3 - SR 305 Corridor
Legal Description (attach sheet if necessary): SEE ATTACHED SHEET.	
Are there any critical areas on the property? (wetlands, steep slopes, streams, etc.) ☐ YES ☑ NO	

APPLICANT/PRIMARY POINT OF CONTACT:	
Name: RICE FERGUS MILLER (GREG BELDING)	Phone: (360) 362-1434
Address: 1011 W FIRST AVE, SPOKANE, WA 99201	
Email: RFM CONTACT: BALI MSHAR, BMSHAR@RFMARCH.COM	

AGENT (IF DIFFERENT THEN APPLICANT)	
Name:	Phone:
Address:	
Email:	

OWNER	
Name: SUQUAMISH TRIBE (CATHERINE EDWARDS)	Phone: (360) 394-1336
Address: 18490 SUQUAMISH WAY NE, SUQUAMISH, WA 98392	
Email: SUQUAMISH TRIBE CONTACT: JEFF RIGGINS, JRIGGINS@SUQUAMISH.NSN.US	

PROPOSED LAND USES AND SQUARE FOOTAGE

Residential:	N/A	Sq. Ft	Office/Service:	10,635	Sq. Ft.
Stormwater Detention:	N/A	Sq. Ft	Retail:	N/A	Sq. Ft.
Other Utilities:	N/A	Sq. Ft	Industrial:	N/A	Sq. Ft.
Open Space/Recreation:	N/A	Sq. Ft	Parking Lots:	35,253	Sq. Ft.
Critical Areas (PMC 16.20):	N/A	Sq. Ft	Streets:	N/A	Sq. Ft.
Other:	N/A	Sq. Ft	Landscaping:	18,330	Sq. Ft.

For site plans with residential development:

Gross Density:	Number of lots/units	/	gross acres =	units per gross acre
Net Density:	Number of lots/units	/	net acres [gross acres-deductions (roads, utilities, critical areas and buffer)] =	units per net acre

APPLICATION SUBMITTAL REQUIREMENTS

The PED Department accepts all applications electronically. Please submit your application online here or email the materials to plan&econ@cityofpoulsbo.com.

☑ Application Fees and Deposits

☑ A vicinity map showing the location of the property and surrounding properties.

☑ Detailed project narrative/description

☐ Completed SEPA Environmental Checklist (if required).

☑ Site Plan Review Drawings.

Existing Conditions:

- The location, name and dimensions of all streets adjoining the site indicating whether privately or publicly owned.
- The location of existing structures and other improvements on the site, including structures, driveways, parking, loading, pedestrian and bicycle paths, passive or active recreational facilities or open space, and utilities.
- Elevation of the site at two-foot contour intervals for grades zero to ten percent and at five-foot contour intervals for grades more than ten percent.
- The location of regulated critical areas.
- The location of drainage patterns and drainage courses; including a site and soil analysis for suitability of appropriate low impact development stormwater management facilities.
- The location, size and type of any significant or protected trees or stands of trees.

Proposed Site Development Plans:

- The proposed site and its dimensions and area, orientation relative to north.
- Abutting properties, and the approximate location of structures and uses on abutting property within fifty feet of the subject site's perimeter.
- The location and dimensions of proposed development, including the following:
  - Streets and other rights-of-way and public or private access easements on and adjoining the site.
  - Vehicle, pedestrian and bicycle parking and circulation areas.
  - Loading and service areas.
  - Active or passive recreational or open space areas.
  - Proposed utilities on and adjacent to the parcel(s) including location, size and elevation of sewer, storm, water, gas lines, fire hydrants, electric & telephone poles, and streetlights. Proposed water, sewer and stormwater utility improvement plans shall provide sufficient information to confirm feasibility of installation including elevations, sizes, and materials.
  - Existing structures to be retained on the site and their distance from property lines.
  - Location of proposed building and structures on the site, including signs, fences, retaining walls, etc., and their intended use and distance from property lines.
  - The location and type of proposed outdoor lighting and existing lighting to be retained.
  - The size and location of solid waste and recyclables storage areas.
  - Proposed topography at two-foot contour intervals for grades zero to ten percent and at five-foot contour intervals for grades more than ten percent.
  - Stormwater management facilities.
  - Conceptual frontage and street improvements.
  - Existing and proposed parking areas, including stall sizes and locations, and bicycle facilities.
  - Ingress and egress, internal circulation, pedestrian circulation, emergency vehicle circulation
- Summary table which includes parcel zoning, total site area, gross floor area by use, itemized number of full size, compact and handicapped parking stalls and the collective total number, total lot coverage proposed, landscaping areas, allowable and proposed building height and setbacks, and residential density calculations.

Please Note:

- plans must be drawn at an engineering scale that allows each plan to fit on one sheet
- all buildings and structures shall be dimensioned
- all information shall be legible
- plans shall be prepared by an appropriately certified professional in the State of WA

☑	Preliminary Landscape Plan per PMC 18.270.020 F, with consideration for curb cuts, utilities, lighting, etc.
☑	Design Review Drawings per PMC 18.120.030 and Detailed Design Review Narrative
☑	Photometric Lighting Plan showing lumen readings every ten feet within the property or site, and ten feet beyond the property lines. The photometric plan shall consider proposed and existing landscaping at maturity in order to evaluate the long-term and seasonal effectiveness of lighting or screening of lighting.
☐	Preliminary Grading Plan with Erosion Control Measures.
☑	Preliminary Drainage Report, in compliance with the currently adopted Ecology manual, including level one downstream analysis. See PMC 12.02.030 and 13.17.070.
☑	Concurrency Application and/or Traffic Impact Analysis (if the site generates 300 trips or more). See PMC 14.04.
☐	Significant Tree Survey and Tree Retention Plan (if required). See PMC 18.180.
☐	Geological or Geotechnical Report (if required). See PMC 16.20.735.
☐	Wetland Report (if required). See PMC 16.20.725.
☐	Hydrogeological Report (if required). See PMC 16.20.740.
☐	Habitat Management Plan (if required). See PMC 16.20.730.
☐	Sign Drawings. If submitted, sign drawings shall be reviewed for compliance with PMC 18.170.
☑	Notarized property owner and/or applicant signature page (attached).
☑	Any other information/documents: Pre-App Summary, Neighborhood Mtg Info, Operations Plan, Security Plan, MSPR, DR, CEA

SIGNATURES:

I, the undersigned, state that, to the best of my knowledge, all the information provided in this application is true and complete. It is understood that the City of Poulsbo may nullify any decision made in reliance upon information given on this application form should there be any willful misrepresentation or willful lack of full disclosure on my part.

I hereby authorize City of Poulsbo representative(s) to inspect the subject property Monday-Friday between the hours of 8:00 am and 4:00 pm during this permit application process.

Signature of Applicant/Agent

GREGORY BELDING
Print Name of Applicant/Agent

STATE OF WASHINGTON)
) SS
COUNTY OF KITSAP)

On this 25 day of June, 2026 before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Gregory Belding to me known to be the individual(s) described in and who executed the within and foregoing instrument, and acknowledged that he/she/they signed the same as his/her/their free and voluntary act and deed, for the uses and purposes therein mentioned, and on oath stated that he/she/they was (were) authorized to execute said instrument.

WITNESS my hand and official seal this 25 day of June, 2026.

ALLISON JAECH
Notary Public
State of Washington
Commission # 26009973
My Comm. Expires May 3, 2030

NOTARY PUBLIC in and for the State of Washington Residing at

King County

Commission Expires 5/3/2030

PROPERTY OWNER'S SIGNATURE (if other than applicant/agent):

I, the undersigned, state that, to the best of my knowledge, all the information provided for this application is true and complete. It is understood that the City of Poulsbo may nullify any decision made in reliance upon information given on this application form should there be any willful misrepresentation or willful lack of full disclosure on my part.

Signature of Property Owner

Catherine Edwards
Print Name of Owner

STATE OF WASHINGTON)
) SS
COUNTY OF KITSAP)

On this 24th day of June, 2026 before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Catherne Edward to me known to be the individual(s) described in and who executed the within and foregoing instrument, and acknowledged that he/she/they signed the same as his/her/their free and voluntary act and deed, for the uses and purposes therein mentioned, and on oath stated that he/she/they was (were) authorized to execute said instrument.

WITNESS my hand and official seal this 24th day of June, 2026.

KIM KUMPF NOTARY PUBLIC 37157 COMMISSION EXPIRES 10-06-29 STATE OF WASHINGTON

NOTARY PUBLIC in and for the
State of Washington Residing at

Sequamish, WA

Commission Expires 10-06-29

LEGAL DESCRIPTION:

A PORTION OF SECTION 14, TOWNSHIP 26 NORTH, RANGE 1 EAST, W.M., DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 14; THENCE S1*16'18 W 335.19 FEET TO THE NORTHEAST CORNER OF THE SOUTH ONE-HALF OF THE NORTH ONE-HALF OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE N88*32'42 W 75.50 FEET TO THE WESTERLY RIGHT-OF-WAY OF SR305 AND THE TRUE POINT OF BEGINNING; THENCE CONTINUING N88*32'42 W 212.98 FEET; THENCE N1*15'56 E 334.95 FEET TO THE NORTH LINE OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE ALONG SAID NORTH LINE S88*35'29 E 212.98 FEET TO THE WESTERLY RIGHT-OF-WAY OF SR305; THENCE S1*15'58 W 335.12 FEET ALONG SAID WEST RIGHT-OF-WAY TO THE TRUE POINT OF BEGINNING.

Exhibit 2.c

DESIGN REVIEW

Planning and Economic Development Department
200 NE Moe Street | Poulsbo, Washington 98370
(360) 394-9748 | fax (360) 697-8269
www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com

For additional information on the Design Review process, refer to Chapter 18.120 of the Poulsbo Municipal Code (PMC). Design Review usually occurs concurrent with either the underlying land use permit review process or building permit application. If design review occurs with an underlying land use permit, the permit review type shall be consistent with the underlying application. If design review occurs with an associated building permit, the permit type shall be Type I. For a detailed description of the Type I review process, refer to PMC Title 19.

PROJECT:	
Project Name: SUQUAMISH CARE CENTER	Tax Assessor's ID: 142601-3-081-2005
Project Address: 19950 7TH AVE NE, POULSBO, WA 98370	Size of Property (Sq. Ft.): 71,438 SF(1.64 ACRES)
Comp Plan Designation: COMMERCIAL	Zoning Designation: C3 - SR 305 Corridor
Legal Description (attach sheet if necessary): SEE ATTACHED SHEET.	
Project Description: RENOVATION OF AN EXISTING COMMERCIAL BUILDING SHELL INTO A MEDICAL OFFICE OCCUPANCY, CONTAINING OPIOID TREATMENT, PRIMARY CARE, DENTAL CARE, AND COUNSELING SERVICES ON BEHALF OF THE SUQUAMISH TRIBE. PROJECT INCLUDES EXTERIOR IMPROVEMENTS AND MINOR SITE MODIFICATIONS. PROPOSED SITE WORK DOES NOT IMPACT EXISTING ENCROACHMENTS INTO STREAM BUFFER.	
Are there any critical areas on the property? (wetlands, steep slopes, streams, etc.) ☐ YES ☐ NO	
APPLICANT:	
Name: RICE FERGUS MILLER (GREG BELDING)	Phone: (360) 362-1434
Address: 1011 W FIRST AVE, SPOKANE, WA 99201	
Email: RFM CONTACT: BALI MSHAR, BMSHAR@RFMARCH.COM	
AGENT (IF DIFFERENT THEN APPLICANT):	
Name:	Phone:
Address:	
Email:	
OWNER:	
Name: SUQUAMISH TRIBE (CATHERINE EDWARDS)	Phone: (360) 394-1336
Address: 18490 SUQUAMISH WAY NE, SUQUAMISH, WA 98392	
Email: SUQUAMISH TRIBE CONTACT: JEFF RIGGINS, JRIGGINS@SUQUAMISH.NSN.US	

APPLICATION SUBMITTAL REQUIREMENTS:

The PED Department is now accepting all applications electronically. Please submit your application online here or email the materials to plan&econ@cityofpoulsbo.com.

- [x] Application Fees and Deposits
- [x] Plan set containing:
  - complete elevation drawings of all buildings and building sides, showing dimensions and proposed materials including roofing, siding, windows and trim. Drawings shall include trim and cornice design, roof pitch, and siding materials.
  - a schematic color and material palette of the building's exterior siding, trim, cornice, windows and roofing.
  - perspective drawings, photographs, color renderings or other graphics that accurately represent the proposed project.
  - conceptual profiles of other site elements, such as lighting fixtures, signage, equipment screening, paving materials (pedestrian and vehicular), bicycle and pedestrian fixtures, and the like

  Please Note:
  - plans must be drawn at an appropriate architecture scale.
  - all buildings and structures shall be dimensioned
  - all information shall be legible
  - plans shall be prepared by an appropriate certified professional in the State of WA
- [x] Preliminary Landscape Plan (if required). See PMC 18.130.030.
- [ ] Completed SEPA Environmental Checklist (if required)
- [ ] Sign drawings. *If submitted*, sign drawings shall be reviewed for compliance with PMC 18.170.
- [x] Preliminary drainage report including Level One downstream analysis. See PMC 12.02.030 and 13.17.070.
- [ ] Significant tree survey and retention plan (if required). See PMC 18.180.
- [ ] Appropriate critical area report(s) (if required). See PMC Chapter 16.20 (section 700).
- [x] Notarized property owner and/or applicant signature page (attached).
- [ ] Any other information/documents:

SIGNATURES:

I, the undersigned, state that, to the best of my knowledge, all the information provided in this application is true and complete. It is understood that the City of Poulsbo may nullify any decision made in reliance upon information given on this application form should there be any willful misrepresentation or willful lack of full disclosure on my part.

I hereby authorize City of Poulsbo representative(s) to inspect the subject property Monday-Friday between the hours of 8:00 am and 4:00 pm during this permit application process.

Signature of Applicant/Agent

GREGORY BELDING
Print Name of Applicant/Agent

STATE OF WASHINGTON)
) SS
COUNTY OF KITSAP)

On this 25 day of June, 2026 before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Gregory Belding to me known to be the individual(s) described in and who executed the within and foregoing instrument, and acknowledged that he/she/they signed the same as his/her/their free and voluntary act and deed, for the uses and purposes therein mentioned, and on oath stated that he/she/they was (were) authorized to execute said instrument.

WITNESS my hand and official seal this 25 day of June, 2026.

ALLISON JAECH
Notary Public
State of Washington
Commission # 26009973
My Comm. Expires May 3, 2030

NOTARY PUBLIC in and for the State of Washington Residing at

King County

Commission Expires 5/3/2030

PROPERTY OWNER'S SIGNATURE (if other than applicant/agent):

I, the undersigned, state that, to the best of my knowledge, all the information provided for this application is true and complete. It is understood that the City of Poulsbo may nullify any decision made in reliance upon information given on this application form should there be any willful misrepresentation or willful lack of full disclosure on my part.

Signature of Property Owner

Catherine Edwards
Print Name of Owner

STATE OF WASHINGTON)
) SS
COUNTY OF KITSAP)

On this 24th day of June, 2026 before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Catherne Edward to me known to be the individual(s) described in and who executed the within and foregoing instrument, and acknowledged that he/she/they signed the same as his/her/their free and voluntary act and deed, for the uses and purposes therein mentioned, and on oath stated that he/she/they was (were) authorized to execute said instrument.

WITNESS my hand and official seal this 24th day of June, 2026.

KIM KUMPF NOTARY PUBLIC 37157 COMMISSION EXPIRES 10-06-29 STATE OF WASHINGTON

NOTARY PUBLIC in and for the
State of Washington Residing at

Sequamish, WA

Commission Expires 10-06-29

LEGAL DESCRIPTION:

A PORTION OF SECTION 14, TOWNSHIP 26 NORTH, RANGE 1 EAST, W.M., DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 14; THENCE S1*16'18 W 335.19 FEET TO THE NORTHEAST CORNER OF THE SOUTH ONE-HALF OF THE NORTH ONE-HALF OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE N88*32'42 W 75.50 FEET TO THE WESTERLY RIGHT-OF-WAY OF SR305 AND THE TRUE POINT OF BEGINNING; THENCE CONTINUING N88*32'42 W 212.98 FEET; THENCE N1*15'56 E 334.95 FEET TO THE NORTH LINE OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE ALONG SAID NORTH LINE S88*35'29 E 212.98 FEET TO THE WESTERLY RIGHT-OF-WAY OF SR305; THENCE S1*15'58 W 335.12 FEET ALONG SAID WEST RIGHT-OF-WAY TO THE TRUE POINT OF BEGINNING.

Exhibit 2.d

CRITICAL AREA EXEMPTION

Planning and Economic Development Department
200 NE Moe Street | Poulsbo, Washington 98370
(360) 394-9748 | fax (360) 697-8269
www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com

All exempted activities shall use reasonable methods to avoid potential impacts to critical areas. To be exempt from PMC Chapter 16.20 does not give permission to degrade a critical area or ignore risk from natural hazards. Any incidental damage to, or alteration of, a critical area that is not a necessary outcome of the exempted activity may be considered a violation of Chapter 16.20 and subject to enforcement and restoration under PMC 16.20.150.

PROJECT INFORMATION:

Project Name: SUQUAMISH CARE CENTER

Site Address: 19950 7TH AVE NE, POULSBO, WA 98370

Tax Assessor's ID: 142601-3-081-2005

Project Description:
RENOVATION OF AN EXISTING COMMERCIAL BUILDING SHELL INTO A MEDICAL OFFICE OCCUPANCY, CONTAINING OPIOID TREATMENT, PRIMARY CARE, DENTAL CARE, AND COUNSELING SERVICES ON BEHALF OF THE SUQUAMISH TRIBE. PROJECT INCLUDES EXTERIOR IMPROVEMENTS AND MINOR SITE MODIFICATIONS. PROPOSED SITE WORK DOES NOT IMPACT EXISTING ENCROACHMENTS INTO STREAM BUFFER.

Check all that are on or within 300 feet of the subject property (*see Chapter 16.20 for definitions*):

- ☐ Frequently flooded areas
- ☒ Fish and Wildlife Habitat Areas
- ☒ Wetlands
- ☐ Critical aquifer recharge areas
- ☒ Geologically hazardous areas

A critical areas exemption is being requested for the following (see PMC 16.20.120):

- ☐ Emergency activities necessary to prevent an immediate threat to public health, safety, or welfare, or that pose an immediate risk of damage to private property and that require remedial or preventative action in a time frame too short to allow for compliance with the requirements of Chapter 16.20.
- ☐ Existing and ongoing (within the past 5 years) agricultural activities on lands containing critical areas.
- ☐ Normal and routine maintenance and operation of existing retention/detention facilities, biofilters and other stormwater management facilities, irrigation and drainage ditches.
- ☒ Structural alterations to buildings, permitted under the underlying zoning district, that do not alter the structural footprint or introduce new adverse impacts to a critical area (i.e. remodeling).
- ☐ Normal and routine maintenance or repair of existing utility structures within a ROW or existing utility corridor or easements.
- ☐ Installation, construction, replacement, operation or alteration in improved public road ROW of all electric facilities, lines, equipment or appurtenances.
- ☐ Forest practices conducted pursuant to RCW 76.09, except Class IV general and COHPs.
- ☐ Removal of danger or hazard trees where a threat to human life or property is demonstrated.
- ☐ The construction of pedestrian trails per PMC 16.20.120 I.
- ☐ Normal and routine maintenance of existing structures, landscaping and gardens.
- ☐ Interrupted Wetland and Fish and Wildlife Habitat Conservation Area Buffers per PMC 16.20.120 K.
- ☐ Removal of noxious weeds per PMC 16.20.120 L.
- ☐ Watershed restoration projects that conform to the provisions of RCW 89.08.460.
- ☐ Fish enhancement projects that conform to the provisions of RCW 77.55.181.
- ☐ Site investigative work necessary for land use application submittals such as surveys, soil logs, percolation tests, and other related activities.

APPLICANT:

Name: RICE FERGUS MILLER (GREG BELDING)	Phone: (360) 362-1434
Address: 1011 W FIRST AVE, SPOKANE, WA 99201	
Email: RFM CONTACT: BALI MSHAR, BMSHAR@RFMARCH.COM	

I, the undersigned, declare under penalty of perjury under the laws of the State of Washington, that to the best of my knowledge the above information is true and complete.

Applicant Name: GREG BELDING Date: 06/26/2026

Applicant Signature: *Greg Belding*

SUBMITTAL REQUIREMENTS:

The PED Department is now accepting all applications electronically. Please submit your application online here or email the materials to plan&econ@cityofpoulsbo.com.

- ■ Critical Area Exemption Application Form
- ■ Site plan depicting the location of the proposed work in relation to the critical area(s).

FOR STAFF USE ONLY:

The above requested exemption is approved by the City of Poulsbo.

Approved By: Date:

Signature:

Conditions of Approval:

Exhibit 2.e

Attendee Sign-in Sheet

Suquamish CARE Center Neighborhood Meeting

June 16, 2026

Please print clearly

NAME	MAILING ADDRESS	EMAIL	PHONE NUMBER
Rick Eckert	18491 15th Loop NE Poulsbo	reckert@poulsbo.gov	360-994-9346
Nikole Coleman	City of Poulsbo	—	—
Suzanne Powers	Poulsbo	—	—
Ray Taylor	Poulsbo	—	—
Zane Anderson	Pierce County		253-682-4889
Deb McRae	Poulsbo		360-801-5727
DesaRae Stearns	Port Orchard	—	360-551-1312

Attendee Sign-in Sheet

Suquamish CARE Center Neighborhood Meeting

June 16, 2026

Please print clearly

NAME	MAILING ADDRESS	EMAIL	PHONE NUMBER
Vicki Cole	Seabeck, WA	vcole@suquamish.nsn.	360-900-6240
Kim Hendricks	City of Pbo	kimberly.h@poulsbo.gov	360 394 9794
LD STORN	" "	estern@poulsbo.gov	360 394 9700

Suquamish CARE Center Neighborhood Meeting

June 16, 2026

Questions/ Comments:

- **Ed Stern** – Poulsbo City Mayor, can you explain what Harvard developed and what they hope to achieve? Jamestown is one of the first holistic models – mind, body and spirit. Harvard found that adding a cultural element into healing, the results increased.
- **Rich Darro** – CEO Liberty Bank, how is it being structured? Day or overnight? Range from intensive outpatient care to someone who stops by once a month.
- **Kim** Hendrickson, Director of Housing and Human Services for the City of Poulsbo – thankful and how high of quality care Suquamish already provides for Poulsbo residents. Question/comment - Create an advisory group between City of Poulsbo and Suquamish leadership.
- **Rick Eckert** – Poulsbo City Council Member, when this was first presented, I had fears. Worked together. Every single concern/fear that I had, has been answered. We went to Jamestown. Saw how it works. It is a wonderful facility. When we hear OTP, there is a certain stigma. Nothing about that was present at Jamestown. If I didn't think it was right for Poulsbo, I would argue, go down in flames. I have absolute faith, trust & confidence that the Suquamish Tribe will do it right. Had it not been for the Suquamish Tribe offering vaccines for staff, schools in NK would not have opened during COVID. They didn't make a big deal about it – they just helped. That is what this facility is. The need is there. I have faith in the tribe that this will be done right and exactly what the community needs. There is a need. And it is the right thing to do.
- **Rich Darro** – Liberty Bank CEO, is there ways to partner to provide security? We have a lot of surveillance and security. Is there a way to share information? Jeff – absolutely. Typically, these facilities are closed by 2-3pm.
- **Ed Stern** – Poulsbo City Mayor, which of the admin offices will be coming to Poulsbo? Unknown at this time.
- **Zane Andersson** – Senior Estimator, Korsmo Construction. Korsmo Construction has built several facilities and they have had a positive impact on the communities.

Exhibit 2.f

RICE fergus MILLER
ARCHITECTURE INTERIORS PLANNING

275 Fifth Street, Suite 100 Bremerton, WA 98337
(360) 377-8773 rfmarch.com

June 26, 2026

PARKING NARRATIVE - Parking Reduction Request

Plan Review: Minor Site Plan Review
Project Name: Suquamish CARE Center
Project Address: 19950 7th Ave NE, Poulsbo, WA 98370

To whom it may concern,

We are requesting an 8% parking space reduction for the proposed Opioid Treatment Program (OTP) clinic on behalf of the Suquamish Tribe.

Per PMC 18.80.110, medical office/clinic uses require 1 space per 300 GSF. The building (including the proposed atrium infill and 62 SF vestibule addition) is 30,838 GSF – this would require 103 parking spaces. The current site layout includes 84 parking spaces – however, the proposed project includes site revisions to add 11 parking spaces. This will create a total of 95 parking spaces (including 6 ADA and 4 compact spaces).

The intent behind the proposed site revisions (as indicated on the site plan) is to maintain as much existing infrastructure and landscaping as possible, while still providing additional parking and adding a patient drop-off area. It would not be feasible to add another 8 parking spaces without removal of landscaped areas or other critical site elements such as the trash enclosure or the generator enclosure.

It is anticipated that the proposed 95 stalls will adequately serve the facility for the following reasons:

1) The clinic/site will be accessible to staff (40, at clinic maturation) between the hours of 5:30 AM and 6:00 PM, but public-facing service hours will be limited to 6:00 AM to 2:30 PM. During this public-facing window, the clinic will be operationally managed through scheduled and staggered patient (200, at clinic maturation) flow. Because the operating model is not intended to function as an unmanaged drop-in model, coordination of arrivals and departures will allow the clinic parking to be monitored and directed as needed.

2) Parking needs are anticipated for only 75% of patients – the remainder of patients are anticipated to be arriving to the site via Tribe-operated shuttles, Tribal transportation, or drop-off by family, caregiver, friend or ride-share. The site will accommodate these drop-offs by providing a pull-off area directly adjacent to the front entrance (see site plan). A very small percentage of patients are anticipated to arrive via bus, walking, or bicycling – any bicycle parking needs will be accommodated by bicycle racks on either side of the building (see site plan).

Please let us know if any additional information is needed.

Sincerely,
Rice Fergus Miller, Inc.

Bali Mshar

Bali Mshar, Project Architect

Exhibit 2.g

1 CUP REVISIONS 9/25/26

SUQUAMISH INDIAN TRIBE

Supplemental Site Selection Narrative

To:	City of Poulsbo Planning & Economic Development Department
Date:	September 22, 2026
Project:	Suquamish CARES Center
Site:	19950 7th Avenue NE, Poulsbo, WA 98370
Application:	P-06-26-26-01 | Supplemental narrative under PMC 18.125.040

Purpose

This narrative supplements the Suquamish CARES Center application by documenting the process used by the Suquamish Indian Tribe to investigate alternative sites and select the property at 19950 7th Avenue NE. The site search was conducted collaboratively by the Tribe's Health Division and Department of Community Development. During the primary search period, participants included then-Health Division Director Steve Kutz, then-OTP Director Manny Pablo, Department of Community Development staff, and Strategic Acquisition Officer Eddie Ayub.

The Tribe's objective was to identify a property capable of supporting a comprehensive, scalable healthcare facility rather than only the minimum space needed for medication treatment. The contemplated program included opioid treatment services together with behavioral health and substance use disorder counseling, primary care, dental, limited pharmacy, administrative functions, and wraparound services, with the ability to expand services over time.

Site Selection Methodology

Potential properties were evaluated using a combination of the following criteria:

- Location and proximity to the Poulsbo/North Kitsap population intended to be served;
- Building size, configuration, and adaptability for clinical, medication, counseling, administrative, and support functions;
- Zoning and land-use compatibility;
- Vehicular, pedestrian, transit, and ADA access;
- On-site parking and patient drop-off capacity;
- Existing utilities and infrastructure and the extent of required building/site improvements;
- Property availability and the feasibility of securing long-term site control;
- Anticipated acquisition/lease, renovation, redevelopment, and long-term operating considerations; and
- Ability to support future growth without materially disrupting ongoing patient care.

Alternative Properties Investigated

Property	Relevant Characteristics	Site Evaluation
21895 Viking Way NW	Approx. 2,308 SF existing single-story former quick-service restaurant building on approx. 0.97 acres; C-3 zoning; approximately 33 parking spaces; strong visibility and access near SR 305/Highway 3.	The location and access were favorable, but the existing building was far below the space needed for the contemplated healthcare program. Reuse would have required substantial redevelopment or replacement rather than straightforward adaptive reuse, creating greater schedule, cost, and development uncertainty.

Property	Relevant Characteristics	Site Evaluation
1050 NE Hostmark Street	Approx. 34,405 SF two-story office building on a larger office-park site; approximately 92 surface parking spaces; good access near SR 305 and transit; space marketed in multiple suites/portions of the building.	The overall property had adequate scale, access, and parking, but the available space was divided within a multi-tenant building. That configuration was less suited to a dedicated, integrated facility requiring controlled patient circulation, secure medication functions, privacy, and predictable future expansion under a single operational footprint.
19917 7th Avenue NE	Established medical/office property; C-3 zoning; larger overall building with substantial parking. The referenced offering was for approximately 2,052 SF within the larger property.	The medical-office setting and parking were favorable, but the available space was substantially below the program requirement. A small suite within a larger multi-tenant building would not provide the dedicated footprint, secure operational control, or expansion capacity needed for the full service model.
19660 10th Avenue NE	Approx. 18,692 SF single-tenant office building on approx. 0.94 acres; C-3 zoning; approximately 38 parking spaces. The Tribe's November 2024 design RFP identified it as a secondary building option.	This site was considered capable of meeting minimum space requirements for a scaled-down treatment program. Its smaller building area and more limited parking, however, constrained the broader integrated-care model and future phased service growth contemplated by the Tribe.
19950 7th Avenue NE Selected Site	Approx. 30,873 SF single-tenant office building on approx. 1.64 acres; C-3 zoning; approximately 78 parking spaces; existing building suitable for renovation and phased healthcare use.	The property provided the strongest overall combination of dedicated building control, usable floor area, parking, access, existing infrastructure, adaptive-reuse feasibility, and capacity for phased healthcare expansion. It could accommodate the initial OTP and associated services while preserving flexibility for additional care over time.

Basis for Selection of 19950 7th Avenue NE

After considering the alternatives against the criteria above, the Tribe selected 19950 7th Avenue NE because it provided the best overall fit for both immediate program needs and the long-term healthcare model. The property offered a dedicated single-tenant building with substantially more usable area than the smaller alternatives, materially greater parking capacity than the scaled-down 19660 10th Avenue option, and an existing office configuration that could be adapted for healthcare use without requiring complete redevelopment of the site.

The selected site also supported the project's operational requirements for patient privacy, controlled circulation, secure medication storage and dispensing, staff and administrative functions, and separation of clinical/service areas. Its larger footprint provides flexibility to phase improvements and add services over time rather than relocating or materially reconstructing the facility as demand grows.

This conclusion was documented during the project planning process. The Tribe's November 15, 2024 Request for Proposal for architectural design and construction services identified 19950 7th Avenue NE as the preferred building location because it allowed for expansion and phased healthcare service growth. The same RFP identified 19660 10th Avenue NE as a secondary option capable of meeting minimum space requirements for a scaled-down treatment service model. That contemporaneous project document is included as Attachment A in support of this narrative.

Based on the comparative review of location, space, zoning, access, parking, infrastructure, availability/site control, redevelopment feasibility, cost considerations, operational requirements, and future growth capacity, the Tribe determined that 19950 7th Avenue NE represented the most suitable site for the Suquamish CARES Center.

1 CUP REVISIONS 9/25/26

11/15/2024

Request for Proposal

Architectural Design and Construction Services for the Suquamish Indian Tribe

Opioid Treatment Program (OTP) Clinic
Suquamish Indian Tribe of the Port Madison Reservation

THE SUQUAMISH TRIBE

TABLE OF CONTENTS

REQUEST FOR PROPOSAL……2

BACKGROUND……2

PURPOSE AND OBJECTIVE ……...……3

OBJECTIVE 1……..……3

OBJECTIVE 2……..…3

OBJECTIVE 3……..……5

PROPOSED BUILDING SITES/LOCATIONS……6

CONTENTS OF PROPOSAL……8

SELECTION CRITERIA……8

PROPOSAL FORMAT AND SUBMISSION……8

AVAILABLE DOCUMENTS……9

DISCLAIMER……9

REQUEST FOR PROPOSAL

The Suquamish Indian Tribe is seeking proposals from experienced firms to provide design and project management services for the establishment of an Opioid Treatment Program (OTP) in Poulsbo, Washington. This project aims to develop a comprehensive, scalable healthcare facility that provides a full spectrum of treatment services, including primary care, dental, limited pharmacy, behavioral health, chemical dependency counseling, and wraparound care services with administrative support.

Proposals should demonstrate expertise in healthcare facility design, particularly for outpatient addiction medicine. Firms must show the capability to collaborate effectively with local government and tribal organizations. The selected firm must also include understanding of trauma-informed and culturally appropriate key elements:

1. *Trauma-Informed Design:* The facility should prioritize safety, comfort, and emotional well-being. This involves creating spaces that offer privacy, clear navigation, and calm environments to reduce stress. The design should empower patients by offering choice and control in how they engage in the space, and incorporate natural light, soundproofing, and comfortable, flexible areas to support various needs.
2. *Culturally Aware and Respectful Design:* The facility must honor the Suquamish Tribe's heritage and values. Proposals should reflect an understanding of the Tribe's cultural identity by incorporating culturally significant artwork, colors, and creating spaces for traditional practices, such as ceremonial rooms or outdoor areas for smudging and healing ceremonies. The design should foster a connection to nature, as well as family and community involvement, which are essential aspects of Native healing practices.
3. *Future-Ready and Sustainable:* The design should accommodate future growth and adapt to the evolving needs of the community.

PROJECT BACKGROUND

The opioid epidemic continues to be a significant public health challenge in Washington State, impacting communities across the region including the Suquamish Tribe. Recognizing the severe toll of opioid use disorder (OUD) and the rising rates of overdose and mortality, the Tribe has declared the opioid epidemic a community emergency. This declaration underscores the urgent need for accessible and culturally informed treatment options, positioning the Suquamish Tribe to take a leading role in addressing this crisis for both tribal ands non-tribal members in Kitsap County where there is currently one licensed Opioid Treatment Program (OTP) for the entire county.

The Suquamish Tribe aims to establish a centralized hub for treatment services helping to build a cohesive system of care in partnership with local agencies, which includes jails, courts, hospitals, and specialty clinics.

The Suquamish Tribe will collaborate with key stakeholders to ensure the clinic is not only responsive to healthcare needs but also improves health outcomes for all populations. As federal support and deregulation continue to increase, this OTP will be well-positioned to meet the region's needs while contributing to the national effort to expand treatment access and reduce opioid-related mortality. By offering a comprehensive range of healthcare services, the clinic will provide vital, holistic care that goes beyond medication management alone. While FDA-approved medications, such as methadone, buprenorphine, and Vivitrol, may be part of the treatment, the focus remains on individualized treatment plans tailored to the unique needs of the patient. These plans incorporate a wide array of support services, including primary care, dental care, behavioral health, and substance use disorder counseling, alongside wraparound services to further strengthen recovery outcomes. This holistic approach aims to ensure long-term recovery success, especially for underserved communities, by addressing the full spectrum of patient needs in a culturally informed and supportive environment.

PURPOSE AND OBJECTIVE

The purpose of this Request for Proposal (RFP) is to solicit proposals from experienced healthcare design firms interested in contracting with the Suquamish Indian Tribe to assist with the development of an Opioid Treatment Program (OTP). Strong preference will be considered for project experience that meets regulatory requirements set forth by federal and state licensing entities.

The Suquamish Tribe has identified the following objectives for this project:

Objective 1: Predesign, construction, and space planning requirements for healthcare treatment services.

- Conduct a comprehensive inspection of the building's existing infrastructure, including plumbing, electrical, HVAC systems, and structural integrity, to ensure it meets the requirements for a healthcare facility and an OTP.
- The building design must optimize space for both clinical operations and administrative functions designed to facilitate efficient patient transition between diverse services.
    - Patient flow should be designed to ensure patient confidentiality and dignity; layout considerations may include providing separate waiting areas for dosing or counseling, and different areas for primary care or dental as an example.
- Assessment of zoning restrictions and required permits specific to OTP clinic conversion.
    - Consider Joint Commission (JCAHO) accreditation requirements during the predesign phase to incorporate design elements that facilitate future compliance.
- Site analysis drawings that include building footprint and its relationship to adjacent facilities and site features.

- Evaluate existing building infrastructure specific to mechanical, electrical (backup generator), plumbing systems, and security requirements for an OTP in compliance with federal and state regulatory (42 CFR) requirements.
- Provide sufficient space for dosing rooms/areas ensuring they are easily accessible but secure keeping in mind patient confidentiality (clear separation between medication storage and patient-facing dispensing areas.

Objective 2: Prioritize immediate space requirements and consideration for future service expansion and scalability.

- Define specific patient volume thresholds for each service (e.g., dental or primary care) that would indicate the need for additional space or services. Include projected timelines for each expansion phase and note any dependencies on factors such as patient demand, funding needs, or regulatory approvals.
- Consider modular setups in treatment areas to facilitate easier transitions for introducing new services without major disruptions to ongoing operations. Schedule regular space utilization reviews to ensure areas are effectively allocated based on service demands.
- Detail specific electrical, plumbing, or other utility requirements needed to support equipment during the expansion phases.
- Include specific infection control requirements for each service area; ensure HVAC systems are designed for future healthcare service expansions, including infection control standards (HEPA filtration, negative air pressure rooms).
- Include an uninterruptible power supply (UPS) or backup generator to ensure that critical systems such as dosing equipment, refrigerated medications, electronic health records (EHR), and security systems remain operational during power outages, especially given the reliance on medication daily dosing for OTP.
- Central security area in close proximity to secured medication dosing, storage area, and front lobby entrance.
    - Plan for emergency egress routes, safety zones, and easily accessible panic buttons or alarms in patient interaction areas.
    - Ensure secure storage areas for both controlled substances and sensitive patient records, complying with confidentiality regulations.
- Ensure there is additional capacity for medical supplies and equipment storage.
- Parking and Transportation: Assess current parking infrastructure with plans for adequate drop-off zones, and public transportation access factoring frequency of daily dosing requirements; include ADA compliant areas for patients with limited mobility and minimum parking requirements for healthcare facilities.

Objective 3: Conduct a comprehensive cost analysis for the properties considered necessary to meet healthcare facility standards.

- Assist the Tribe in creating a detailed project budget that includes a Life Cycle Cost Analysis (LCCA) to ensure long-term financial sustainability.
- Conduct a Cost-Benefit Analysis: Perform a thorough analysis comparing the initial purchase price, renovation costs, and long-term operational efficiency of the properties. This ensures that the Tribe makes a fiscally responsible investment.
- Provide Detailed Cost Estimates: Generate cost estimates for site development, building renovation, and equipment procurement. Assist the Tribe with developing a comprehensive project budget that accounts for all phases of the capital project.
- Contingency funds for unforeseen construction costs: A buffer to cover unexpected expenses or change orders during the construction and renovation process.

PROPOSED BUILDING SITES



Figure 1: Tribe's preferable building location allowing for expansion and phased healthcare service growth. Kitsap County parcel number (Parcel #: 142601-3-081-2005)

Physical address: 19950 7th Avenue NE, Poulsbo, WA 98370

PROPERTY FACTS

Property Type: Office
Building Size: 30,873 SF
Building Class: C
Year Built: 1995
Tenancy: Single
Building Height: 2 Stories (w/ basement three floors)
Typical Floor Size: 9,974 SF
Building FAR: 2.3
Land Acres: 1.64 AC
Zoning: C-3 - Heavy Commercial Zone. Allows for medium to high intensity uses consisting of a wide range of retail, commercial, entertainment, office, etc.
Parking: 78 Spaces (3.74 Spaces per 1,000 SF Leased)



Figure 2: Secondary building option allows for minimum space requirements for scaled down treatment service capacity. Kitsap County parcel number: 142601-4-059-2001

Physical address: 19660 10th Ave, Poulsbo, WA 98370

PROPERTY FACTS

Property Type: Office
Building Size: 18,692 SF
Building Class: B
Year Built: 2007
Tenancy: Single
Building Height: 3 Stories
Typical Floor Size: 4,500 SF
Building FAR: 0.46
Land Acres: 0.94 AC
Zoning: C-3 - Heavy Commercial Zone. Allows for medium to high intensity uses consisting of a wide range of retail, commercial, entertainment, office, etc.
Parking: 38 Spaces (2.81 Spaces per 1,000 SF Leased)

CONTENTS OF PROPOSAL

Interested firms must submit the following documentation as part of their proposal:

1. Firm Profile: A summary of the firm's experience in healthcare and OTP clinic design and construction, particularly working with tribal communities.

2. Key Personnel: Resumes and qualifications of the project team, including architects, engineers, project managers, and construction leads.

3. Work Plan: A detailed work plan outlining how the firm will address the scope of work, including a proposed timeline, milestones, and deliverables.

4. Budget: A cost proposal, including design fees, construction estimates, and any contingencies.

5. References: Contact information for at least three references from previous similar projects, including tribal healthcare facilities or OTP clinics.

6. Licensing and Insurance: Proof of necessary licenses, insurance, and bonding.

SELECTION CRITERIA

Criteria	Points
Firm Profile	5
Key Personnel	10
Work Plan	30
Experience Working in Indian Country	15
Budget	20
References	20
Total	100

PROPOSAL FORMAT

- Proposals shall be limited to a maximum of twenty-five pages, not including cover, blank pages, and section dividers.
- Proposals shall be submitted electronically in PDF format to Manuel Pablo by 5:00PM, December 13, 2024, to mpablo@suquamish.nsn.us.
- It is anticipated that the selected firm will be notified via email.

SUBMISSION INSTRUCTIONS

Proposals must be submitted electronically in PDF format by 5:00PM, 13 December 2024 to mpablo@suquamish.nsn.us. For further details or questions regarding the RFP, please contact Manuel Pablo, OTP Director via email.

AVAILABLE DOCUMENTS

- Land survey parcel
- As-built property one
- As-built property two

DISCLAIMER

The Suquamish Tribe reserves the right to accept any submittals deemed to be in the interest of the Tribe, to waive any minor irregularities in any submittal, to re-solicit for new submittals as deemed necessary by the Tribe, or not to award any contracts at all. The Tribe reserves the right to award a contract based on the submittal expected to be the most beneficial to the Tribe based on qualifications.