



IOWA TRIBE OF KANSAS AND NEBRASKA REQUEST FOR PROPOSALS (RFP)

PROJECT: Pauline's Pond Restoration
Solicitation No.: 2301001a

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Responses Due:

February 8th, 2023; 4:30 PM Central Time (UTC-6)

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<i>* For RFP Accessibility Assistance and Technical Submittal Issues Only</i>	

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LIST OF EXHIBITS

EXHIBIT 'A'	Site Map & Location
EXHIBIT 'B'	Instream Flows Assessment
EXHIBIT 'C'	Topographical Survey
EXHIBIT 'D'	Road Improvement Map
EXHIBIT 'E'	Response Certification Form

SECTION 1: PROCUREMENT REQUIREMENTS

1.1 PREQUALIFICATION STATEMENT

Respondents to this RFP should hold experience in the specific areas of earthen dam or reservoir construction or restoration, and should have execution capacity in early-2023, and should hold the appropriate licenses, insurance, and bonding for such work.

1.2 MANDATORY SITE-WALK

A mandatory site-walk will be held on **Friday, January 27th at 2:00 pm Central Time**, beginning at the site entrance on the 666 Ave Frontage. Please utilize the included GPS coordinates to confirm your navigation route in advance.

Location: 0.4 mi. North of the 6th principal meridian historic marker at the KS-NE state line on 666 Ave. after the termination of KS-7.

GPS Coordinates: 40.0051, -95.3356

If there are extreme extenuating circumstances that render a respondent's attendance infeasible, the Single Point of Contact (SPC) must be notified **in advance** of the scheduled site-walk and, loway at its sole discretion may make a limited accommodation.

1.3 PROPOSAL SUBMITTAL REQUIREMENTS

All proposals must be submitted to the SPC and received prior to the Due Date identified on the cover page. A specimen print copy may also be addressed to the attention of the SPC and mailed in a sealed package to the address indicated on the cover page, however this copy alone will not constitute conformant submission. Any mailings should include the SPC name and solicitation number clearly visible on the outside of the package.

Electronic submittals should be in Adobe Acrobat (PDF) format, preferably with a file size of 10mb or less. If the file size exceeds 10mb, a file-sharing link may be provided, however the SPC must be able to obtain a complete copy prior to the time of Responses Due, published on the cover page of the most recent issuance of this RFP.

If alternative submission means is required due to a disability, contact the SPC at least five (5) calendar days prior to the time of Responses Due and appropriate accommodations will be made.

Please expect a confirmation Email upon receipt of your timely submission.

1.4 PROPOSAL FORMAT AND PAGE LIMITS

The proposal, including responses to the topics listed in Section 3 below shall be formatted

on 8-1/2" x 11" pages with 1" margins, with a minimum 10pt. font size.

Proposal is limited to fifteen (15) single-sided pages (or 1 single-sided cover page and 7 double-sided pages). Any pages exceeding this limit will not be provided to the evaluation committee or considered in the evaluation. Any allowed exhibits must be provided at the end of the proposal. The following items do not count toward the page limit:

- Key Personnel Resumes (limited to one (1) single-sided page per key person).
- Consultant firm biography or biographies for any proposed consultants. Maximum of four (4) single-sided pages per consultant.
- The completed and signed Response Certification Form (provided as exhibit 'E')

The proposal should follow the topics and order included in Proposal Requirements section 3. Responses to each section should be clearly labeled to indicate the topic being addressed.

The proposal should not include extensive color, photos, or features which are not essential to the utility and clarity of the response.

1.5 ADDITIONAL INFORMATION REQUESTS

Questions may be asked at the mandatory site walk. All questions or clarification requests made after the mandatory site walk should be directed to the SPC via email. All questions and any provided response will be sent to all of the respondent points of contact from the site walk attendance log. If the contact information collected at the site-walk requires revision, please contact the SPC to provide the revised information. No questions will be answered in the 7 calendar days prior to the Due Date.

1.6 SINGLE POINT OF CONTACT (SPC)

The SPC name and contact information is listed on the cover page of this RFP. In order to ensure fair and reasonable consideration of all responses, respondents shall direct all communications relating to this RFP directly to the SPC. Respondent communications with lowas or its representatives regarding or relating to this RFP are forbidden during the solicitation and selection period and may be grounds for removal from consideration for this and future solicitations.

Questions may be asked during the mandatory site walk. Questions or clarification requests made after the mandatory site walk should be directed to the SPC via email. Questions and any provided response will be sent to the Respondent's Point of Contact recorded at the mandatory site walk.

SECTION 2: INTRODUCTORY INFORMATION

2.1 PROJECT SUMMARY

The project involves restoration and improvement to a pond located on land held in trust by Iowas. The original pond is believed to have been built in the 1950s and existed as a body of water until at least 1963. By the 1990s, sediment and debris had filled much of the water capacity and it became a wetland pond. The restored pond will preserve wildlife habitat and serve recreational uses of a campground to be built adjacent to it. This project will enable the pond to be properly maintained with stable water volume and depth, enabling year-round use.

The pond may be referred to as 'Pond 8', 'Dupuis Hollow', as well as 'Pauline's Pond'. Restoration of the pond is to include restoring its depth and capacity through removal of silt and debris, restoration of check dams and the main dam including outlets and spillway, stabilizing banks and restoring habitat for fish and wildlife.

The restored pond will have a year-round depth of 30-feet with side slopes of 3:1, and a volume of +/- 100 Acre-Feet. The attached Instream Flows Assessment (Exhibit 'B') outlines current and desired pond conditions and should be referred to as the primary reference for the baseline scope of the project.

Spoils are to be transported and distributed at another site approximately 2.6 miles to the North-West where it will serve as fill for a future project.

Miscellaneous additional scope includes:

1. Installation of a metal vehicle gate on the entrance road.
2. New road base and fines for entrance and site roads as described by the Road improvement Map, provided attached as Exhibit 'D'.

Iowas anticipates awarding a single design-build contract utilizing an A141 standard contract template agreement for engineering and budgeting, followed by execution in early 2023.

2.2 CONTRACTOR RESPONSIBILITIES

Contractor to meet all federal and local requirements including though not limited to any and all necessary coordination with the Army Corps of Engineers, Game and Parks Commission, and Natural Resource District. Application fees should be budgeted and will be covered by Owner.

SECTION 3: PROPOSAL REQUIREMENTS

Please answer the questions provided in the response, in the order listed below, and clearly organized by topic headings:

3.1 COVER LETTER

Please provide a cover letter including company name, contact name, mailing address, telephone number, and Email for the primary contact. Include a company description and any narrative remarks on this page.

3.2 SITE-WALK AND EXHIBIT MATERIALS OBSERVATIONS

Provide a brief description of any significant observations made during the site-walk or found in the attached exhibit materials which influenced the approach or assumptions made for this project.

3.3 PROPOSED PROJECT WORK PLAN

Provide a project work plan for a) engineering, and b) execution phases of the project. Briefly describe each of the major activities for each, and the management plan for executing them.

Include a brief description of the proposed approach to achieving reduced seepage and/or evaporation losses for maintaining consistent water volume and depth.

3.4 PROPOSED SCHEDULE

Provide an achievable schedule for the project including major milestones. Assume a 2-stage process based upon AIA to include a) engineering and b) execution stages of the project.

3.5 PROJECT BUDGET

Provide a proposed budget for a) engineering and planning, and b) a separate preliminary budget for execution with a statement or explanation of the basis used for these figures.

3.6 EXPERIENCE AND QUALIFICATIONS

Describe the team's experience and qualifications as they relate to construction or restoration of earthen-dams, reservoirs, and related projects. Explain how your team's experience and qualifications relate to the specific requirements of this project.

3.7 KEY PERSONNEL

Provide a list of the key person or personnel who will be directly responsible for

management and oversight of this project, and a description of their specific role and time allocation to this project. Optionally, single-page resume or resumes may also be included as exhibits, which will not be counted towards the total page count limitation.

3.8 LICENSES, CERTIFICATIONS & AWARDS

Provide the contractor license number and state of licensure. Provide a list of other project-relevant licenses, certifications, and awards held by or received by the firm and key person(s).

3.9 INSURANCE AND BONDING

Provide description of the relevant insurance held or proposed for this project. Include limits and whether each policy is active or proposed. If proposed, state how it will be obtained.

Provide description of bond capacity and type(s) applicable to the project. Include the proposed dollar amount applicable to the project.

3.10 CULTURAL / ARCHAEOLOGICAL EXPERIENCE AND APPROACH

Provide a brief archaeological monitoring plan. Describe any experience or expertise relating to cultural and archaeological monitoring of construction projects.

3.11 NATIVE AND NATIVE-OWNED PREFERENCE

In order to promote Indian participation, this RFP is subject to preference for American Indian and Alaskan Native ownership. If applicable, provide an explanation of American Indian or Alaskan Native ownership status. Iowas procurement policy shall apply to any respondent claiming American Indian or Alaskan Native status.

3.12 SUBCONTRACTORS

List any proposed subcontractors for this project. Provide a brief description of their proposed scope. List any key personnel with substantive expertise relating to the proposed work plan for this project. Contact information may be included though is not required for submittal; however, it may be requested for any respondent selected for finalist interview(s).

3.13 CONSULTANTS

List any proposed consultants for this project. Provide a brief description of their proposed scope. List any key personnel and provide name and telephone number for a representative of the consulting firm whom we may contact.

3.14 REFERENCES

Provide three references from current or former clients who may be contacted by our selection committee. References associated with projects of related scope to the subject project are preferred though not required. lowas may utilize references to obtain additional information or verify information provided in the response.

3.15 CONFLICTS

Provide a brief description of any potential conflicts of interest including relationship or family association with members or employees of lowas. In most cases, conflicts of interest DO NOT affect eligibility or scoring if they are disclosed.

SECTION 4: PROPOSAL EVALUATION

4.1 MINIMUM SUBMISSION REQUIREMENTS

Only complete responses will be considered. For a response to be considered complete, it must contain each of the following elements:

- Cover Letter
- Site-Walk and Exhibit Materials Observations
- Proposed Project Work Plan
- Proposed Schedule
- Proposed Budget
- Experience and Qualifications
- Key Personnel
- Licenses, Certification & Awards
- Insurance and Bonding
- Cultural / Archaeological Experience and Approach
- Native and Native-Owned Preference
- Subcontractors
- Consultants
- References
- Conflicts

All responses must include a completed Response Certification Form (provided as Exhibit 'E' to this RFP).

4.2 PROPOSAL REJECTION

Any proposal which does not meet the minimum submission requirements or comply with

the proposal formatting or submittal requirements may be rejected and will not be reviewed.

Late proposals, meaning any response received after the Responses Due date and time published on the cover page of this RFP, will be rejected without review.

Any proposal found to contain false or misleading information will be rejected.

Any proposer who attempts to influence a member of the selection committee may have their proposal rejected.

4.3 SCORING

The following provides a description for the scoring methodology employed for this RFP. Scoring will be conducted on a points-basis with reviewer narratives justification to explain the interpretation and weighing of responses.

1. Responsiveness Determination. The SPC will conduct a compliance review to ensure that the minimum qualifications and response requirements are met.
2. Points will be assessed for each section, with each section weighted in accordance with the table below for a total of 200 points possible. If no subcontractors are proposed, the total score will be evaluated out of 195 possible points.

a. 10 pts	Site-Walk and Exhibit Materials Observations
b. 60 pts	Proposed Project Work Plan
c. 10 pts	Proposed Schedule
d. 30 pts	Proposed Budget
e. 30 pts	Experience and Qualifications
f. 10 pts	Key Personnel
g. 5 pts	Licenses, Certification & Awards
h. 10 pts	Insurance and Bonding
i. 5 pts	Cultural / Archaeological Experience and Approach
j. 5 pts	Native and Native-Owned Preference
k. 5 pts	Subcontractors* (removed from total if none)
l. 10 pts	Consultants
m. 10 pts	References
n. N/A (0)	Conflicts
3. Scoring within any given section will be based upon the following guidance and will be accompanied by a narrative comparison between respondents.
 - a. 90-100% Exemplar: Response exceeds requirements and demonstrates industry-leading competency and capability or insight beyond expectations. *

- b. 60-80% Good: Response meets requirements and demonstrates adequate competency and capability to perform related functions. *
 - c. 50% Adequate: Response meets the minimum requirements for this section. Response does not demonstrate strong competency or capability. *
 - d. 20-40% Fair: Response may meet minimum requirements though does not demonstrate competency or capability. *
 - e. 0-10% Unresponsive: Response does not provide any acceptable demonstration of competency or capability to perform related functions. *
4. Each section will be scored according to the aforementioned guidance and rounded to the nearest point such that a score of 75% for a section assigned 5 pts. equates to a section score of $75\% * 5 = 4$ out of 5 possible pts.
- *The proposed Project Budget response will be scored with 20 pts. based upon the individual response, and 10 pts. based upon the score ranking compared to the range of candidate pool responses for a total of 30 pts. Of the latter 10 pts, the most economical response in light of the attached scope and schedule will receive all 10 pts., and 0 pts. will be provided to the least economical response in light of the provided scope and schedule.
5. If the reviewer requires explanation or clarification to an apparent mistake, the SPC may request clarification from the respondent, and may include this clarification in the scoring and narrative, however no new information may be considered.
6. In the event that there is a tie or near tie in results (within 10%), the selection committee may elect to proceed with interviews with each of the tied candidates and make a final selection based upon the interview process.
7. Once all responses have been scored, the reviewer will rank the responses and provide scoring, comparative narratives, and responses to the selection committee. The selection committee may deliberate and inquire into the rationale behind the scoring. At the conclusion of deliberations, the highest scoring candidate will be invited to interview.
8. Finalist interviews may be held in-person or virtually and will provide the selection committee with the opportunity to ask questions or seek further clarification on provided materials. Following the finalist interview(s), notifications will be provided to all respondents.
9. Respondents may request a debrief of their scoring from the SPC any time within 15 days following notification.

4.4 PROTESTS

lowas believes that fair and consistent treatment of procurement solicitations conducted in good faith improves the quality of resulting work, maintains its reputation for fair competition, and best serves the interest of its members. Fair competition enables discovery and performance of the most suitable candidate for any given procurement. If a respondent believes that lowas has fallen short of this commitment, it may submit a written protest to the SPC, which will be provided in original form to lowas leadership, and will receive a response directly from lowas leadership regarding the protest.

SECTION 5: SOLICITATION METHOD AND SCHEDULE

5.1 SOLICITATION METHOD

This RFP has been published at:

1. Procurement platform listings: Bidclerk (bidclerk.com); The RFP Database (rfpdb.com).
2. Local advertisement in: The Kansas City Star, Omaha World Herald.
3. Notice posted on the lowas opportunities website at:
<https://iowatribeofkansasandnebraska.com/other-opportunities/>

5.2 SOLICITATION SCHEDULE

The following is a tentative procurement and project schedule. All times are listed in U.S. Central Time (UTC-6).

01/27/2023 @ 2:00 pm	Mandatory Site-Walk
02/01/2023 @ 5:00 pm	Last Day to Submit Additional Information Requests
02/07/2023 @ 12:00 pm	Final Response to Additional Information Requests Issued and Opening of Submittal Window
02/16/2023 @ 4:30 pm	Proposals Due

03/07/2023 @ 10:00 am*	Finalist Interview(s) * Scheduled time subject to change
03/15/2023 @ 12:00 pm	Determination and Notifications
03/15/2023	Contract Negotiation Period Begins
04/01/2023	Project Start (estimated)

SECTION 6: SELECTION AND CONTRACT NEGOTIATION

6.1 FINAL SELECTION SUBMISSION REQUIREMENTS

Respondents who are selected to interview and subsequently selected for contract negotiation will be required to supply additional information and comply with the following requirements:

1. Taxpayer Identification Number and backup withholding status on a completed current W-9 form.
2. Respondent shall demonstrate proof of insurance matching their response.
3. Respondent shall provide evidence of bonding capacity and/or actual bonds issued by a surety company matching their response.
4. Respondent to provide evidence of worker's compensation insurance prior to start of work.
5. Respondent may be required to supply a statement of financial solvency and credit information.
6. Respondents claiming American Indian or Alaskan Native ownership status will be required to provide satisfactory evidence of such status.

6.2 CONTRACT NEGOTIATION

After selection of a successful respondent, lowas may enter into contract negotiations with the successful respondent with the anticipated format based upon AIA form A141 Owner-Design/Builder Standard Agreement.

In the event that mutually agreeable terms are not reached within twenty (20) calendar days, then lowas at its sole discretion, may terminate negotiations and commence negotiations with the next highest-ranking respondent.

SECTION 7: ADDITIONAL INFORMATION

7.1 GOVERNING LAWS AND REGULATIONS

This RFP and any subsequent contracts are governed by the laws of the Iowa Tribe of Kansas and Nebraska.

7.2 RESPONDENT COSTS

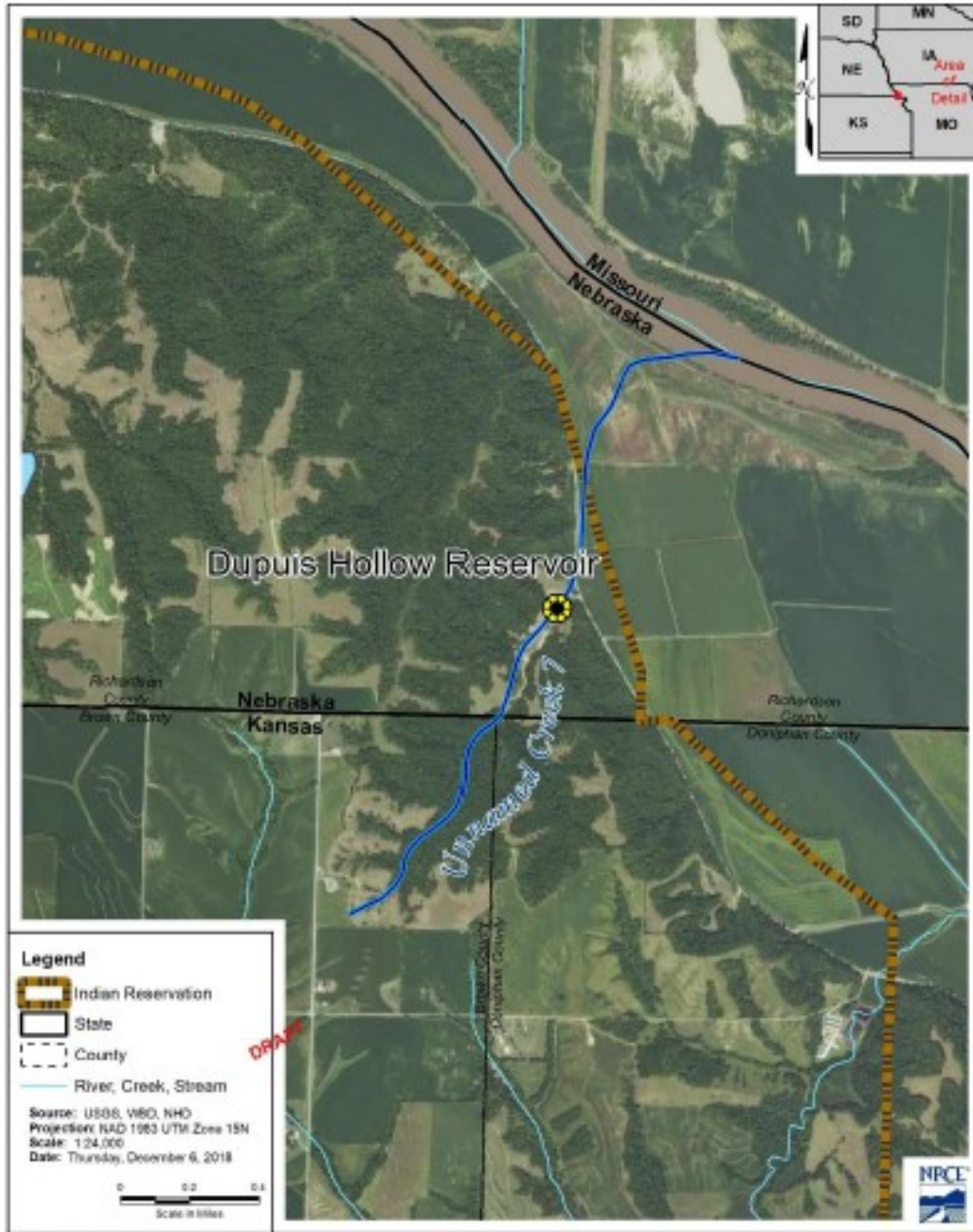
Respondents shall be responsible for all costs incurred through or in connection with preparation of responses to this Request for Proposals.

7.3 RIGHT TO CANCEL OR MODIFY

Iowa reserves the right to cancel or modify this solicitation at any time and will not be liable to any respondent for any loss or expense caused by or resulting from the delay, suspension, or cancellation of this solicitation.

- End of Document -
- Exhibits Follow -

EXHIBIT 'A'
SITE MAP AND LOCATION



Site Location: 0.4 mi. North of the 6th principal meridian historic marker at the KS-NE state line on 666 Ave. after the termination of KS-7.

GPS Coordinates: 40.0051, -95.3356

EXHIBIT 'B'
INSTREAM FLOWS ASSESSMENT

EXHIBIT 'C'
TOPOGRAPHICAL SURVEY



The topographical survey PDF, AutoCAD file, and high resolution aerial photographs are available via the project file portal at:

<https://rfpsubmit.com/2301001/>

EXHIBIT 'D'
ROAD IMPROVEMENT MAP

To be drawn and provided with specification of areas/lengths.

EXHIBIT 'E'
RESPONSE CERTIFICATION FORM



RESPONSE CERTIFICATION
PROJECT: Pauline's Pond Restoration
Solicitation No.: 23120001a

Please provide a brief summary and explanation for any pending or recent legal suits or termination of contracts with tribal entities (occurring within the past 5 years): _____

By signing below, respondent's authorized signer certifies that:

- 1. You have read and understand this RFP and the prepared response.
- 2. You agree to fully comply with all terms and conditions set forth by this RFP, and if your response is selected, you intend to enter into contract negotiations in good faith and furtherance of the subject project.
- 3. You certify that you are authorized to make decisions and execute legally-binding agreements for the respondent.

Signature: _____

Printed Name: _____

Title: _____

Date: _____