



## **Request for Proposal (RFP) Tribal Spring Access Road Stormwater Runoff Control**

**Bid Release Date:** February 2, 2024  
**Bid Closing Date:** **March 15, 2024 at 2 PM**

**Bid Contact Person(s):** **Dinalyn Spears (Director)/Steven Smith Assist. Director**  
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**RFP Document Requests** **Steven Smith (Assistant)**  
**Phone:** (401) 364-1100; extension 205  
**Email:** [ssmith@nitribe.org](mailto:ssmith@nitribe.org)

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### **1. Introduction**

The Narragansett Indian Tribe's Department of Community Planning & Natural Resources (CPNR) oversees all transportation road maintenance and construction projects as well as activities ensuring protection to the surrounding environment from storm events, and human activities. The Narragansett Indian Tribe is requesting bid proposals from well-qualified firms to conduct stormwater runoff control located at Tribal Spring Access Road, located at the Indian Church and powwow grounds. The Tribe has received funding from the USDA Natural Resources Conservation Service to install stormwater runoff control measures.

### **2. Proposal Guidelines**

This Request for Proposals represents the requirements for an open and competitive process. Proposals will be accepted until 2 pm EST March 8, 2024. Any proposals received after this date and time will be returned to the sender.

If the organization submitting a proposal must subcontract any work to a third party to meet the requirements contained herein; this must be clearly stated in the proposal. Additionally, all proposals must include a breakdown of the cost of any subcontracted work. Any proposals which call for subcontracting work must, if possible, include a name and description of the intended subcontractor(s). Written approval of the Tribe will be required

for any subcontracted work.

All costs must be itemized to include an explanation of all fees and costs as associated with Project's Scope of Work (please refer to the item 6 Budget requirements).

Contract terms and conditions will be negotiated upon selection of the winning bidder for this RFP. Contractual terms and conditions will be based upon the Tribes standard Contract Professional Service Agreement which will be signed by the Tribe and the Contractor. No other contract agreement will be accepted.

### **3. Project Purpose and Description**

The purpose of this project is to undertake stormwater runoff control on Tract 1 – Narragansett Indian Church and Powwow ground's Tribal Spring Access Road (882ft) a gravel road (BIA Route 401.1 and 402). Sever storm events have continually washed out the road, created deep and long trenches, and water and sediment are pooling at the end of the road. Funding for this project is being provided by USDA Natural Resources Conservation Service and Bureau of Indian Affairs (BIA) funding and cannot exceed \$53,341.

### **4. Project Scope**

The work will consist of: (Please refer to the full Scope of Work & Engineering Design plan documents)

1. Pollution Control: Installing or performing work to control erosion, runoff, and trenching as well as to minimize production of sediment and other pollutants to water and air from construction activities.
2. Seeding, Sprigging, Mulching: Preparing the area for treatment; furnishing and placing seed sprigs, mulch, fertilizer, inoculant, lime and other soil amendments; and anchoring mulch in designated areas as specified on the plans and in the Scope of Work.
3. Mobilization and Demobilization: necessary for performing work required and outlined in the full Scope of Work.
4. Drainfill: Furnishing, placing and compacting drainfill required in the construction of the drainage systems.
5. Riprap: Construction of riprap revetments and blankets, including filter or bedding where specified in the full Scope of Work.
6. Geotextile: Furnishing all material, equipment, and labor necessary for installation.

### **5. Request for Proposal and Project Timeline**

**All proposals in response to this RFP are due no later than 2 pm EST March 8, 2024.** Requests for the bid Scope of work and the Engineering Design plan must be requested by emailing Steven Smith.

Proposals must be submitted electronically to [dspears@nitribe.org](mailto:dspears@nitribe.org) and copied to [ssmith@nitribe.org](mailto:ssmith@nitribe.org)

Evaluation of proposals will be conducted from March 11 until March 15, 2024. If additional information or discussions are needed with any bidders during this window, the bidder(s) will be notified.

The selection decision for the winning bidder will be made no later than March 25, 2024. Upon notification, the contract negotiation with the winning bidder will begin immediately. Notifications to bidders who were not selected will be completed by April 5, 2024.

**Project Timeline:**

Proposals will be accepted until 2 pm EST March 8, 2024.

Project initiation will commence by April 5, 2024.

Project completion: November 1, 2025

Pre-Bid/site visit will take place on February 16, 2024 at 10 am. At the Narragansett Indian Church, BIA 401.1, Charlestown, RI. (google.com). Access from Old Mill Road, Charlestown, RI.

## **6. Budget**

All proposals must include proposed costs to complete the tasks described in the project scope. The Scope of Work outlines the quantity of materials required for each Bid Item. Please refer to and fill out the itemized Bid Schedule (form provided in the Scope of Work) for the following bid items:

- Bid Item 1: Excavation Cost
- Bid Item 2: Erosion Sediment Control
- Bid Item 3: Seeding & Mulching
- Bid Item 4: Rock Rip rap
- Bid Item 5: Gravel
- Bid item 6: Geotextile

NOTE: All costs and fees must be clearly described in each proposal. Prepare your cost estimates using based on the project initiation and completion timeline. Include a copy of your company's pay rate schedule.

## **7. Bidder Qualifications**

Bidders should provide the following items as part of their proposal for consideration:

- Description of experience in planning, building, and successful completion of similar past projects
- List of how many full-time, part time, and contractor staff in your organization
- Testimonials from past clients on your company's work
- Anticipated resources you will assign to this project (total number, role, title, experience)
- Project management methodology
- Local involvement and history of working with Indian Tribes

## 8. Proposal Evaluation Criteria

The Tribe will evaluate all proposals based on the following criteria. To ensure consideration for this Request for Proposal, your proposal should be complete and include all of the following criteria in:

- Firm Background (25 points): Describe your firm, staff experience, including ownership structure, service area, length of time in business and track record.
- Project Understanding: (25 points): Proposal is clearly and concisely written and demonstrates a full understanding of the project.
- Previous experience and work (25 points): Provide recent experience on similar work outlined in this Request for Proposals; clearly noting work performed. Please provide qualifications and experience of staff that will perform the work on this project. Provide reference contact person and telephone number for these projects.
- Local Knowledge (25 points): Describe your understanding of the locality of the project site and the unique considerations of working on the Narragansett Indian Reservation.

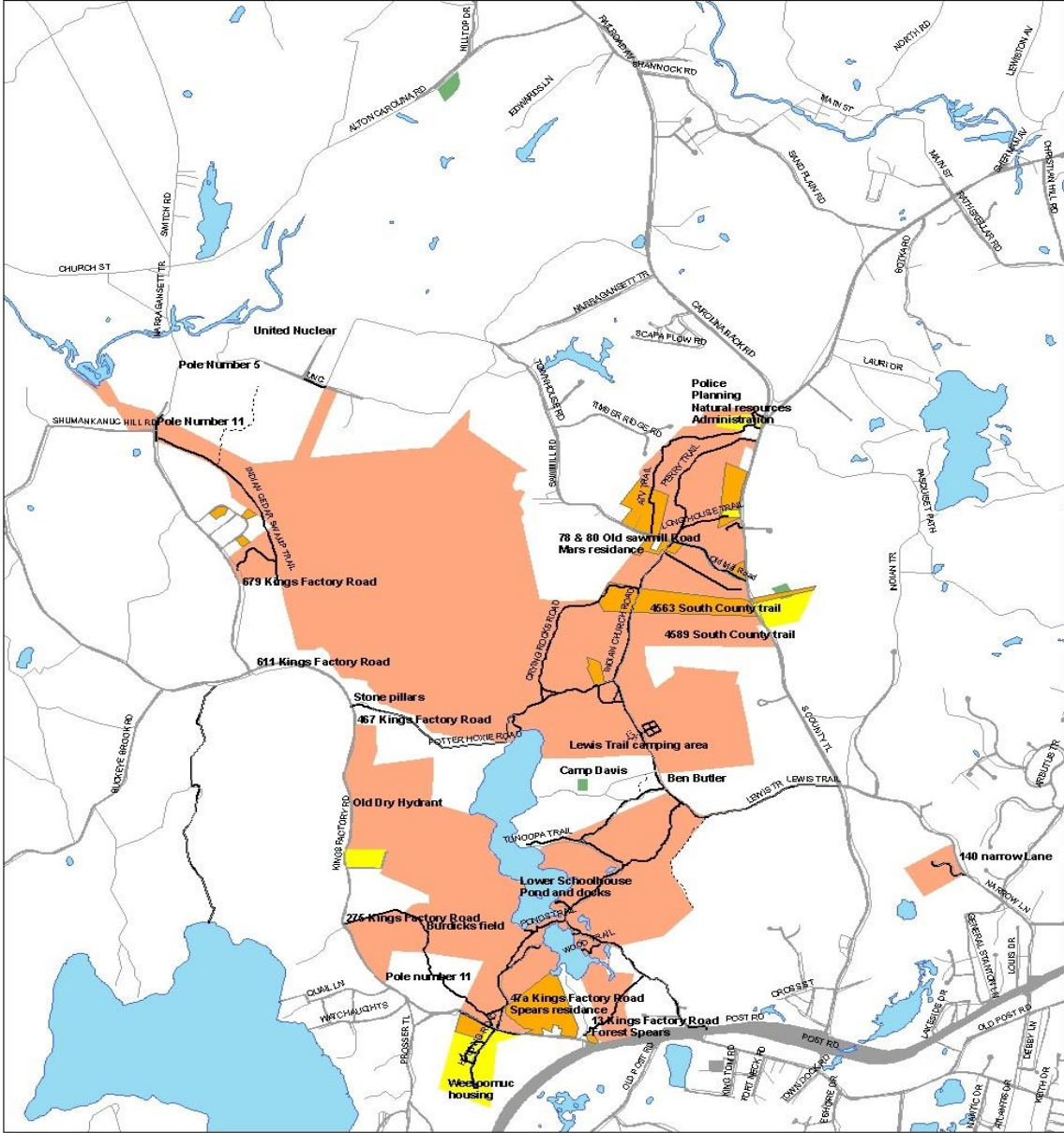
### Tribal Preference

To the greatest extent feasible, preference shall be given to Indians, Indian Organizations, or Indian owned economic enterprises in the award of all contracts and subcontracts. Indian Preference Act of 1934 (Title 25, USC, Section 47).

Map of Narragansett Indian Tribal Lands

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Narragansett indian Tribe



- Legend**
- bla roads
  - ROADS
  - ..... Trails
  - Trust Lands
  - fee lands
  - tribal members
  - medflight landing areas
  - water
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