

BAY MILLS INDIAN COMMUNITY
"GNOOZHEKAANING" PLACE OF THE PIKE



WEBSITE: BAYMILLS.ORG

BAY MILLS TRIBAL ADMINISTRATION
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Brimley, Michigan 49715

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REQUEST FOR PROPOSALS

Brownfield Program Site Specific Work at Bay Mills Indian Community

The Bay Mills Indian Community (BMIC) is requesting proposals from qualified firms to perform technical, reporting and clean-up activities for site specific work on several brownfield sites located on both BMIC Trust and Fee land. The contract term will be for up to five years.

Background:

The Bay Mills Indian Community (BMIC) is a federally recognized Native American Tribe that is located in the rural eastern Upper Peninsula of Michigan on the shores of Lake Superior. The people of Bay Mills are Ojibwa (or Chippewa) and they have resided in this area for hundreds of years. BMIC was granted a federal Corporate Charter pursuant to Section 16 of the Indian Reorganization Act on June 18, 1934. BMIC cares for over 3,000 acres of Trust land in Chippewa County, most of it near Waishkey Bay and Brimley, MI. BMIC also holds several parcels of Fee land throughout the state of Michigan. Bay Mills Biological Services Department (BMBSD), the primary program manager for this project, is a natural resources management program.

Bay Mills Indian Community has been awarded Environmental Protection Agency (EPA) Brownfields grants and intends to utilize these funds to address several separate sites on both Trust and Fee land which are eligible for brownfields work.

Scope of Work:

The successful proposer will perform the tasks listed below and will work closely with the BMIC Project Manager to prioritize and accomplish these tasks within the proposed timeframe. These tasks include site characterization and assessment activities, clean up planning, and implementation of clean-up plans.

- 1) Conduct Phase I Environmental Site Assessments. Phase I ESAs will be performed in accordance with the All Appropriate Inquiries (AAI) Final Rule and the ASTM International E1527-21 Phase I ESA standard. Site assessment findings will be documented in a Phase I ESA report.
- 2) Conduct Phase II ESAs. Site assessment findings will be documented in a Phase II ESA report.
- 3) Conduct Hazardous Material Surveys on buildings that will be demolished or revitalized.
- 4) Conduct geophysical surveys.
- 5) Complete Documentation of Due Care Compliance (DDCC) reports.
- 6) Develop Quality Assurance Project Plans (QAPP) as needed for individual grant requirements. Update QAPP(s) annually.
- 7) Prepare Site-Specific Sampling and Analysis Plans (SSSAP) for each site where a Phase II ESA will be performed. These will be submitted to EPA for review prior to initiating Phase II ESA and/or Hazardous Material Survey projects.

- 8) Prepare and follow an OSHA-compliant Site-Specific Health and Safety Plan (HASp) for all sites where sampling and Hazardous Material Survey work is being conducted.
- 9) Provide site specific clean up planning in compliance with state and federal regulations and policies including Analysis of Brownfield Clean Up Alternatives (ABCA's), site remediation Work Plans, and other reporting documents as required by the state and EPA.
- 10) Conduct clean up activities for sites per the clean up planning documents.
- 11) Assist with occasional public events by providing information or a presentation to inform community members about site specific work.
- 12) Participate in monthly planning and update meetings when requested.
- 13) Other duties that may be required for a successful program but have not been anticipated in this call for services.

Proposed Timeline:

Action	Date
RFP Issued	March 2, 2023
RFP Responses Due	March 24, 2023
Selection of Firm	March 31, 2023
Project Start	April 3, 2023
Project End	September 15, 2028

Proposals for this project must be submitted to Bay Mills Tribal Administration by Friday, March 24, 2023, 4:00pm EST.

Email proposals in PDF format to Jennifer Parks at jmparks@baymills.org. Proposals received after the deadline will not be accepted. Contact Jennifer Parks via email jmparks@baymills.org or at (906) 248-8655 with any questions you may have regarding this Request for Proposals or any of the requirements outlined in the scope of work.

Proposal Requirements:

- 1) Cover letter
- 2) Page limit: Submission is limited to 20 pages maximum (not including the Cover Letter or Attachments).
- 3) Order of Response: For ease of evaluation, the response should be presented in a format that corresponds to and references sections outlined within this RFP and should be presented in the same order. Responses to each section and subsection should be labeled to indicate which item is being addressed.
- 4) Resumes and/or Bios: Please include resumes and/or bios of key principals and individuals who will be overseeing or involved with this project.
- 5) Qualifications: Provide explanation of experience with brownfields site specific work.

- a. Consultant(s) are required to be knowledgeable in all applicable federal and State of Michigan environmental regulations relating to environmental assessments and remediation.
 - b. Consultant(s) shall use properly accredited analytical laboratories capable of performing the required tests to support professionals engaged in environmental projects.
 - c. Consultant(s) shall have significant experience in revitalization and redevelopment projects for tribes.
 - d. Consultant(s) shall illustrate an understanding of the project area, including projects on Trust and Fee land on Native American land.
 - e. Consultant(s) shall have planning and facilitation experience, ideally through USEPA funded projects, if possible.
- 6) Methodology: Provide an explanation of the methods you will use for each task.
- 7) Schedule: Provide an estimated schedule for completing items in the scope of services.
- 8) Costs: The proposal should include estimated time and material cost estimates for the contractual activities based upon the scope of work. Unit rates on which costs are based should be included with the proposal.
- 9) Associations: Include pertinent information about subcontracting firms who may assist in carrying out the items in the scope of services.
- 10) Certifications and Licenses: Include a copy of any pertinent licenses or certifications.
- 11) Disclosure of Claims: Please disclose any claims, lawsuits, or formal disputes for work or services previously or currently being performed.
- 12) Native American Preference (Optional): Provide any evidence to demonstrate that the firm is a qualified, Native American-owned enterprise, with at least 51% active ownership by a member of federally recognized Native American tribe.

Project Award:

The rating factors and values to be used in award of this contract are as follows and out of a possible 100 points:

Criteria	Points
Relevant Experience:	
Familiarity with Environmental Protection Agency (EPA) brownfield programs. Demonstrated experience with Phase I ESAs, Phase II ESAs, Hazardous Material Surveys, Geophysical Surveys, Documentation of Due Care Compliance Reports, Site-Specific Health and Safety Plan, Site-Specific Sampling and Analysis Plans. Experience with environmental clean ups.	40
Qualifications	
Experience and ability to complete the work in accordance with applicable Federal, State and local laws, regulations, policies and guidelines.	20
Methodology	
Ability to manage required tasks in a timely manner. Ability to provide a quality product.	20

Cost	15
Native American Preference	5

The Tribe, at its sole discretion, may elect to interview selected firm(s). If a firm is requested to take part in an interview (via Tribal arranged remote means), the key proposed project staff will be expected to take part. The interview will be an opportunity for the Tribe's selection team to review the firm's proposal and other matters deemed relevant to the evaluation.

Compensation:

The proposal should provide a cost for all work associated with the provision of these services. The final cost of services may be negotiated, prior to award of the contract, or as a result of additional quantities of work provided.