



NORTHERN CHEYENNE TRIBE
PROCUREMENT DEPARTMENT
P.O. BOX 128
LAME DEER, MONTANA 59043



Request for Proposals (RFP)
Wind/Solar/Biomass Feasibility
Consultant Services
Northern Cheyenne Economic Development Program
December 6, 2018

The Northern Cheyenne Tribe is now accepting proposals for Consultant Services for the Northern Cheyenne Economic Development Program. The Tribe has received funding for the work described below from the United States Department of Commerce – Economic Development Assistance Program for completion by July 2019.

PURPOSE:

The Project will provide a sustainable energy feasibility study and workforce development plan for the Northern Cheyenne Reservation. Project activities include community engagement, wind/solar/biomass feasibility determination and site assessments.

Respondents may bid on all or portions of the four task areas described below.

Authorized Scope of Work

The project will provide a sustainable energy feasibility study and workforce development plan for the Northern Cheyenne Reservation. Project activities include community engagement, wind/solar/biomass feasibility determination and site assessments. Study elements and deliverables are detailed below.

- 1) **Project Scoping and Community Consultation:** An analysis of the regulatory demands associated with wind, solar, and biomass energy will be conducted to include the following:
 - a) Definition of the Tribe's needs, interests, and objectives, quantifying revenue targets to fund an energy efficiency and assistance program and other job creation and economic development efforts;
 - b) Estimation of Reservation residents' utility usage with source documentation, review billing arrangements and options;
 - c) Collaboration with local and regional utilities to examine interconnection and transmission capacity and determine upgrades needed for various sustainable energy scenarios;
 - d) Assessment of utility environment, market for renewable energy supply in region and opportunities for obtaining a favorable power purchase agreement, regulatory framework, requirements, and schedule for renewable energy development; and
 - e) Community consultation to evaluate the community's readiness to pursue renewable energy development, review both opportunities and threats, and design strategies to address concerns.

LITTLE WOLF AND MORNING STAR - Out of defeat and exile they led us back to Montana and won our Cheyenne homeland that we will keep forever.

Deliverables: Report containing items above.

Four (4) community meetings held in at least 3 of the 5 Reservation districts plus Billings.

- 2) **Wind/Solar/Biomass Resource Site Suitability Assessment:** A land use analysis will be conducted to identify areas of the Reservation best suited for wind, solar, and biomass to include the following:
- a) Feasibility for wind generation documenting wind resource, projected power generation, infrastructure needs, pre-development and engineering, development/implementation, maintenance cost projections, workforce/labor force capacity and needs;
 - b) Assessments of feasibility to establish a distributed solar network and forest residue-based biomass facility on Tribal lands;
 - c) Assessment of biomass to investigate the viability of a 5 MWe cogeneration plant combined with a distributed heating system, evaluating potential pathways to meet fire safety and landscape restoration objectives economically;
 - d) Explore project design options and conduct project review, including potential 2016-level PTC safe harbored wind turbines; and
 - e) Update and confirm detailed site assessment, as required for favorable financing and Turbine Supply Agreement, with investor-quality P90/P50 ratio through met tower and SODAR data.

Deliverables: Report containing items above.

System design for wind plant and other energy generation facilities (utility interconnections & implementation)

- 3) **Project Financing Review and Organization Capacity:** An analysis of organizational capacity will be conducted in association with the implementation and long-term operation of renewable energy power generation. The analysis will assess the current state of the Tribe and its partners, define organizational and identify gaps in capacity that need to be addressed. Other assessment items include the following:
- a) Analysis of Tribe's applicable laws to determine the breadth of incentives available to encourage investment into the project;
 - b) Review of capital sources available such as New Markets Tax Credits, Tribal Economic Development Bonds, grant programs, and EB-5 investment;
 - c) Prepare documentation to meet eligibility requirements for finance and incentives, including economic modeling with 20-year expense, net present value, cost of energy, and cash flow projections; and
 - d) Guide development of procedures and best practices for sourcing development partners, including investors and turnkey construction and O&M providers.

Deliverables: Report containing items above.

Development Guide tailored for Northern Cheyenne Tribal leaders

summarizing recommendations for selecting sustainable energy partners

- 4) **Workforce Development Plan and Overall Recommendations:** A workforce development program will be designed working with Chief Dull Knife College and area workforce investment organizations to determine current capacity, facility and equipment needs, and costs associated with specialized training. Other assessment items include the following:
- a) Survey the existing local workforce to identify areas of insufficient experience and/or training related to sustainable energy development, implementation, and operation; and evaluate business structure options, cultural and environmental considerations;
 - b) Conduct “career pathways” analysis of a variety of positions for reemployment within the sustainable energy industry for displaced coal workers and other out-of-work Tribal members and Reservation residents; and
 - c) Determine options and recommendations for Tribe to move forward, including potential syllabus outlines for courses and trainings to be added at Chief Dull Knife College to help equip the regional workforce with skills and credentials necessary to succeed in the sustainable energy industry; proposed site layout maps and cost estimates, and a formal Prospectus.

Deliverables: Workforce Development Plan containing items above.

Qualifications for Consultant(s) to be Selected:

The Tribe’s selected EDAP consultant(s) will be responsible for completing the authorized Scope of Work and establishing a solid framework to support the Tribe’s decision process for moving forward in an efficient and comprehensive manner. The selected consultant(s) will be capable of assessing each of the key feasibility study components (including land use requirements, wind/solar/hydro/biomass resources, technology compatibility and selection, utility market opportunities, interconnection and transmission options, regulatory framework, economic feasibility, potential incentives, and access to financing) and laying out the options, opportunities, challenges, and plans of action.

Consultant Company Qualifications: Substantial experience with a broad range of development, policy, market research, and technical consulting services specific to forming and advancing sustainable energy endeavors, including creating funding and resource plans, strengthening relationships with stakeholders, and lessons learned with successful project developments, utility engagement, and sustainable energy deployment programs.

Provides strong facilitation, research, project management, guidance, market and policy analysis, evaluation, public affairs, project development, and negotiation skills to support strategic planning, proposal and report preparation, work plan and budget design, due diligence review, securing permits and agreements, and other tasks required to launch and advance endeavors. Past services to include feasibility studies, site evaluation, wind resource assessment, technology review, financial modeling and pro forma sensitivity analysis, conducting and analyzing market reviews, evaluating economic development impacts, preparing siting and zoning guidelines, designing and overseeing community consultation and media outreach campaigns, and building consensus among utilities, investors, and other stakeholders.

Qualified to provide a full range of energy-related support services including:

- Launching new ventures, conducting project scoping, feasibility research, financial modeling and pro forma sensitivity analysis
- Technology evaluation, project engineering, and wind, solar and biomass resource assessment including mobilizing and conducting SODAR equipment for data collection
- Proposal preparation and review, including work plan and budget design
- Business development and marketing, including website content
- Identification of potential funders and cost-sharing; obtaining commitments for support
- Performing research, building relationships and networking with utilities, consumer advocates and other stakeholders locally, statewide, regionally and nationally
- Providing energy-related capacity building and training
- Coordinating and participating in strategic planning and implementation of related actions
- Assisting with agenda development and facilitation, and serving as a resource to prepare project reports including project achievements, funding secured and budget updates
- Collecting and analyzing market data; evaluating economic development impacts
- Organizing support for public hearings, community engagement and media outreach
- Sound project management to ensure high-quality deliverables completed on deadline

Relevant Project Experience: Past consulting experience assisting with funding and financing plans for clients conducting sustainable energy research and development projects. Experience preparing pro forma analyses, business plans, Gantt charts, solicitations, grant proposals, loan applications, strategy recommendations, permit and interconnection applications, letters of support, and related materials. Highly proficient in developing, managing, and meeting budgets for assigned work, writing reports, and completing work within specified timeframes.

Collaboration and Information Sharing.

The Tribe and its consultants will facilitate the work described herein. Substantial information has been gathered by the Tribe pertinent to the work described above. Additionally, the Tribe has contracted with a sustainable energy consulting team, eFormative Options, to assist with its overall renewable energy initiatives. It is expected that any firm hired under this RFP will work closely with eFormative Options to complete the authorized Scope of Work, including conducting SODAR and met tower wind resource data collection to be funded by this award, building on efforts underway.

REQUIRED DOCUMENTS INCLUDE THE FOLLOWING: Proposal narrative, resume(s) of key personnel, letters of recommendation or contact information for at least 3 professional references, and a short writing or work sample.

SELECTION PROCESS. Information requests, schedule coordination, and all logistical concerns on this project can be addressed to: Tribal President

Care of: Ranee Bearquiver: ranee.bearquiver@cheyennation.com

P. O. Box 128, Lame Deer, MT 59043

CC: Tribal sustainable energy consultant: northerncheyennegrants@gmail.com

Please submit your proposal, one bid per contractor to the Northern Cheyenne Tribe Finance Office before December 17, 2018 at 4:30 p.m.

EVALUATION CRITERIA. Responses to this RFP will be rated and ranked as follows:

- Demonstrated experience and track record of success completing similar sustainable energy feasibility studies, workforce development plans, community engagement, site assessments, and funding and financing plans with reference to specific relevant examples (40 points)
- Ability to meet deadlines, complete work and deliverables within specified timeframes and budgets, maintain strong relationships with project partners and stakeholders, and perform as an honest and reliable partner, evidenced through professional references (30 points)
- High-quality, thorough and creative proposal structured to create short and long-term benefits to the Tribe and its people, building local capacity and technical resources (20 points)
- History of working effectively with rural and/or tribal communities, with deliberative consultations, consensus building, and understanding of cultural considerations (10 points)

All proposals must be hand delivered or mailed and marked Consultant Services. The proposals must state the proposed scope of work, identifying which of the four tasks and accompanying deliverables will be completed, the number of hours for each task, proposed project schedule, and the all-inclusive price. Please send two (2) copies of the proposal. Emailed or faxed proposals will not be allowed and late proposals will not be considered. All required documents must be in the bid prior to opening and received by the bid submission deadline. If you have any questions concerning the bid opening, please contact Renessa Russette, Procurement Planning Officer at (406) 477-4810.

INDIAN PREFERENCE. The owner will factor Indian preference into the bid analysis process however it will in no case be the sole deciding factor in awarding work. Evidence of eligibility for Indian preference must be submitted with the proposal. Responsible bids will be accepted from Non Indian owned contractors. In evaluation of the bids, the Tribe may, within funding limitations, give preference in the amount of 5% above the lowest total bid, to qualified Indian owned firms.

TERO. Each contractor is required to be certified by the Tribal Employment Rights Office (TERO) prior to submitting a bid in accordance with the Northern Cheyenne TERO Ordinance. The contractor is required to comply with the requirements of the Northern Cheyenne Tribal Employment Rights Office. To receive an application for certification and information on TERO, please write to: Director, Tribal Employment Rights Office, P.O. Box 308, Lame Deer, MT 59043, or phone (406) 477-6287, and you will be directed to the appropriate personnel to assist you.

This Advertisement for Bids does not commit the N.C. Tribe to award a contract or to pay any costs incurred in the preparation of the bid(s) or to procure supplies.

The Northern Cheyenne Tribe reserves the right to reject any and all bids and to re-advertise according to the best interest of the N.C. Tribe. The N.C. Tribe reserves the right to any irregularities or informalities in regard to the bids and the bid process.

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