



# Northern Cheyenne Tribe



**-WOHEHIV-  
The Morning Star**

P.O. Box 128  
Lame Deer, Montana 59043

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Request for Proposal  
Head Chief Young Mule Ethnographic Study  
N.C. Tribal Historic Preservation  
February 24, 2020

The Northern Cheyenne Tribe (N.C.T.) is seeking Ethnographic services for the N.C. Tribal Historic Preservation Office to complete an Ethnographic study of the Head Chief Young Mule Project for the Tribal Historic Preservation office located within the exterior boundaries of the Northern Cheyenne Reservation in southeastern Montana.

Position: HCYM Ethnographer  
Project Location: Lame Deer, Montana  
Department: Tribal Historic Preservation Office  
Contact Person: Teanna Limpy

### **Purpose:**

The Northern Cheyenne Tribal Historic Preservation Office is seeking Professional Ethnographical Services for the Head Chief Young Mule Project, which upon completion will be nominated by the Northern Cheyenne THPO as a National Historic Landmark.

### **Scope of Work:**

1. Contractor must furnish all labor and material for the Head Chief Young Mule Project for the duration of the contract.
2. Compile all written information not limited to but including file research, class 1 surveys, video recording of interviews, voice recordings, credible web sources, tribal archives, historical documentation.
3. Utilize oral histories and tribal cultural survey components in ethnographic study
4. Compile projects and produce a study that will meet at tribal and federal guidelines under 36 CFR 66.
5. Conduct oral histories portion of the project with assistance from the THPO office in conducting interviews of those knowledgeable of the historic event
6. Should include detailed billing for hourly fees and other applicable expenditures.
7. Travel to on-site locations for research, interviews, and meetings will be required.
8. Need to provide qualifying credentials. Include all skills and abilities essential to the successful undertaking of this project.
9. Copies of the oral histories will be compiled on DVD and/or other media and distributed to appropriate local institutions.

**REQUIRED DOCUMENTS INCLUDE THE FOLLOWING:**

Qualifications and credentials, work experience, billing information, example of any related project(s), and contract duration estimate

**SELECTION PROCESS.** The information request, schedule coordination, and all logistical concerns on this project can be addressed to the Northern Cheyenne Tribe's authorized Liaison on this project:

Tribal Historic Preservation Officer  
Teanna Limpy, (406) 477-4839/4838

Please submit your bid, one bid per contractor to the Northern Cheyenne Tribe Finance Office before March 7, 2020 at 4:30 p.m. All bids must be hand delivered or mailed and marked **Head Chief Young Mule Ethnography Project**. 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 N.C.T. 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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Renessa Russette, Procurement Planning Officer  
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