



NORTHERN CHEYENNE TRIBE

Request for Proposals (RFP)

Environmental Consulting Services

1. Introduction

The Northern Cheyenne Tribe (hereinafter known as "NC Tribe") is soliciting proposals for conducting six clean-up plans and Engineering oversight in the site clean-up as determined by the outcome of the phase assessments in Lame Deer, MT 59043. The Brownfield Program within the Department of Environmental Protection will accept proposals from qualified environmental engineers with cost estimated for the clean-up planning, public outreach, remedial overnight and remedial reporting of six (6) sites for clean-up, disposal and reuse on the Northern Cheyenne Reservation, Lame Deer, MT. The removal of the contaminants must be removed and documented to a certified landfill.

Brownfields are defined under the January 11, 2002 Small Business Liability Relief and Brownfields Revitalization Act as "...real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant." Proposed work must meet federal requirements for work funded by a U.S. EPA Brownfields Grant.

2. Description of Services Requested

Additional information may be requested/scheduled with Wayne Roundstone, Environmental Compliance Coordinator at: wayne.roundstone@cheyennenation.com or 406-477-6506, Ext. 104.

- Prepare Cleanup Plan, including development of clean-up alternatives for the planned site reuse and redevelopment in coordination with EPD and EPA, deliverables will be a draft and final clean-up work plan.
- Facilitate public outreach sufficient to keep tribal stakeholders and nearby neighborhood informed of cleanup activities, including facilitating a public meeting on the cleanup activities, communication during cleanup activities, and participating in Tribal Council

and/or public meetings as requested by EPD. Deliverables: will be a Draft and Final Community Outreach Plan, and Fact Sheets

- Develop an EPA Sampling Analysis Plan (SAP)/Quality Assurance Project Plan (QAPP) in accordance with EPA 540-R-98-038, including an OSHA Health and Safety Plan (HSP) that will be submitted and approved by EPA prior to confirmation sampling. Deliverable will be a Draft and Final QAPP/SAP with HSP
- Develop bid specifications for the selection of an earthwork contractor to remove Containments. The environmental consultant will be required to facilitate a site walkover as part of the bidding process. Deliverables will be a Draft and Final Bid Specifications
- Oversee the removal and disposal of the containments. Consultant will be responsible for conducting environmental site sampling to verify the site has been remediated to the cleanup goals of the approved Cleanup Plan.
- Prepare a Draft and Final Cleanup Report at the completion of the site cleanup activities. The Cleanup Report will include a map showing the excavation location, tables presenting laboratory data and confirmation results, field forms, analytical reports (including an analytical data validation summary), and waste manifests to document disposal. Site data will be compared to DEQ risk-based screening levels (petroleum only) and EPA commercial soil screening levels.
Draft and Final Cleanup Report.

3. Scope of Work

The Tribal EPD will review the Cleanup Plan and cost estimates to determine if activities will meet the Tribal objectives of the Brownfields Cleanup project before the start of field activities. The work plan shall contain a schedule of activities for each element of each task, identify monthly progress reports, provide for submission, review, and revision of draft reports, and a final detailed negotiated budget.

Cleanup verification sampling activities must be adequate to determine the presence or absence, magnitude, extent, and accomplishment of the cleanup standards for the contaminants of concern and goals for redevelopment and future land use. EPD and EPA will approve the SAP before any sampling activities begin.

The EPA requires that all federally funded environmental monitoring, sampling and measurement efforts participate in a centrally managed quality assurance program. Anyone generating data under this quality assurance program has the responsibility to implement procedures to ensure that the precision, accuracy, and completeness of its data are known and documented. To meet this responsibility, EPA requires that a written SAP/QAPP be prepared and submitted to and approved by the Northern Cheyenne Tribe and EPA prior to the commencement of sampling.

The Cleanup Plan will be based on Tribal cleanup goals, methods, and costs considered acceptable by the Northern Cheyenne community. The alternatives evaluation completed as part of the Cleanup Plan shall including an alternatives evaluation using the following criteria: risk to public health, safety, and the environment (during and after remediation, mitigation, and reuse/redevelopment); implement ability; effectiveness; applicability with Federal, State, and Tribal laws/regulations; degree of permanency; time; and cost.

4. Northern Cheyenne Tribe TERO (Tribal Employment Rights Office)

The contractor shall comply with all applicable Federal, State, and Tribal Laws, regulations, rules and codes in performing this contract. **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. Fees will apply. Please provide a copy with your sealed bid.**

To receive an application for certification and information on TERO, please write or call to:

Shandy Eaglefeathers, TERO Director
Northern Cheyenne Tribe
P.O. Box 128
Lame Deer, MT 59043
(406) 477-6287

5. MBE/WBE Utilization Requirements

In accordance with EPA's Program for Utilization of Small (SBE), Minority (MBE), and Women's Business Enterprises (WBE), the contractor must ensure that the six affirmative steps are followed in extending subcontracting opportunities to qualified MBE/WBE firms (see 40 CFR §35.6580

6. Submittal Procedures

Written proposals in response to this RFP must be in a sealed envelope titled "**Clean-up RFP**" submitted to the following:

Procurement Officer
Northern Cheyenne Tribe
P.O. Box 128
Lame Deer, MT 59043

By **February 2, 2021, at 5:00 p.m. Mountain Standard Time.** Bids will be accepted via facsimile or electronic media to renessa.russette@cheyennenation.com. Proposals received after this time/date will not be considered.

Submit the following information in response to this RFP:

- ✓ Estimated costs associated with Scope of Work deliverables.
- ✓ Include a Timeline.
- ✓ Provide a brief narrative of Clean-up work, QAPP, health and safety & clean-up plans experience and list key personnel/subcontractors expected to work on this project, including descriptions of their roles and responsibilities.
- ✓ TERO Certification must also be included.

7. Notice of Award

After the Evaluation Committee has reviewed and scored the submitted proposals, an announcement shall be issued to all parties that submitted proposals. The estimated date of selecting a contractor/consultant is February 9, 2021.

Northern Cheyenne Tribe reserves the right to reject any and/or all bids.