



**Lower Sioux Indian Community
in the State of Minnesota**

P.O. Box 308 • 39527 Reservation Highway 1
Morton, MN 56270
Cansayapi Otunwe

January 10, 2019

Request for Proposal for
Lower Sioux Comprehensive Master Water Plan

ADVERTISEMENTS FOR BIDS

Project Description:

The Lower Sioux Indian Community in the State of Minnesota is soliciting bids for the development of a comprehensive master water plan for the tribe's current and long-term water needs. The water plan project period will run from February 2019 to September 2019. Proposals must be submitted to Debra Dirlam, Director of Environmental Programs by January 31st, 2019. The tribe expects to decide by February 7th, 2019.

Owner:

Lower Sioux Indian Community in the State of Minnesota

Address for sealed Bids:

Lower Sioux Indian Community
Attn: Office of the Environmental Director
Sealed Bid: Comprehensive Master Water Plan
PO Box 308
39527 Res Highway 1
Morton, MN 56270

Separate sealed bids for the development of comprehensive master water plan will be received by Lower Sioux Indian Community at the Government Center no later than 2 PM (local time) January 31, 2019.

Bids may be mailed or hand delivered to the address above. It is the responsibility of the Bidder to ensure that Bids have been received. Only bids that have been received by the time and date above will be accepted. Please note that Fed Ex and UPS will not deliver to a PO Box. Please plan accordingly to ensure the timely receipt of your bid submittal. The bids will be opened at 2:01 pm on January 31, 2019 in the Front Conference Room at the Lower Sioux Government Center.

SCOPE OF WORK

Lower Sioux seeks bids from consultants to develop a Comprehensive Water System Master Plan for the next 20 years, in accordance with the regulations of the project funder, the Department of Housing and Urban Development (HUD) Indian Community Development Block Grant (ICBDG). The Comprehensive Water System Master Plan will address the improvement of the existing water system for future generations.

The LSIC Comprehensive Water System Master Plan will require, at a minimum, the following action steps:

- Evaluating the major components (including strengths and weaknesses) of the water system, including supply, treatment, storage, and distribution;
- Meeting with Lower Sioux Directors, including Housing, Planning, Environment, Roads, and Council, to determine future demand water rate, water treatment capacity, and water distribution system;
- Develop the plans including the engineering, designing, and constructing of a redundancy line in the current water distribution system. Develop bid package for the construction of the water line and provide construction oversight on the water line project;
- Exploring the potential need to engineer, design, and construct a new water well. Develop bid package for construction of a new drinking water well if the determination is made that a new water well is necessary to meet the maximum daily demand of the Community. The bid package will include the services of a survey, complete test wells, analyze test wells, design the production well, complete the raw water main design and provide construction oversight on the new water well project.
- Identifying additional future projects required to sustain the population through 2039;
- Recommending a timeline with phased benchmarks, related budget, and a recommended funding plan for implementing the proposed Water System Master Plan activities through 2039.

When the project is complete, the LSIC's water system will have a sustainable Comprehensive Water System Master Plan and project management of construction of redundant water line and potentially a drinking water well.

PROJECT TIMELINE

| | |
|---------------------------------------|---------------------|
| RFP Released for Water Plan: | 01/10/2019 |
| Sealed Bid Package due to Lower Sioux | by 2 pm, 01/30/2019 |
| Selection of Contractor: | 02/07/2019 |
| Consultancy Tasks Completed: | 09/30/2019 |
| Review and Acceptance by Tribe: | 10/30/2019 |

CONTRACTOR PROPOSAL PREPARATION

Title Page

Show request for proposal (RFP) subject, name of proposer's firm, address, telephone and fax numbers, name of contact person, and date of submission.

Transmittal Letter

A one- or two-page summary stating the proposer's understanding of the work to be done and making a positive commitment to perform the work within the time-period required.

Table of Contents

A clear identification of the material by section and page number.

Approach and Scope of Work

A clear description of the approach and methodology for implementing the scope of work, including approach to developing a long-range Comprehensive Water Management Plan for the tribe.

Workplan and Schedule

This subsection shall include the period of performance, proposed duration of the project and a milestone chart.

Qualifications and Experience of Contractor

Include a list of lead contractor and any additional personnel to be used on this project and their qualifications. Describe contractor's experience that is relevant to the proposed services, such as recent experience with other tribes and incubators. Brief resumes or CVs, including education, experience, type of clients served, and any other pertinent information must be included for each of the key personnel to be assigned for direct work on the project.

References

Include references of tribal governments and/or enterprises served by the firm in the last three years. The information should include the key contact at the tribe or enterprise, including name, title, and contact information, if applicable.

Cost Proposal

Include a cost statement showing proposed fees to complete the project activities. This information should include a table identifying hours planned and an estimate of all other expenses or fees proposed, including travel. Identify any conditions that would cause the contractor to request a change in the proposed fee.

EVALUATION PROCEDURES

The proposals will be evaluated by a committee and the tribal council based on the following criteria and point ranges:

Responsiveness of the proposal in clearly stating an understanding of the work to be performed: 0-20

- Approach
- Reasonableness of Workplan and Schedule.

Qualifications and experience of contractor: 0-20

- Capacity to complete the project
- Recent experience of contractor in developing long range comprehensive water management plans
- Reputation of the contractor and satisfaction of services as expressed by current clients and references

Cost Factor - Cost of contractor's proposed plan and travel 0-10

TOTAL POINTS 0-50

OTHER

For questions on this RFP, please contact Deb Dirlam at deb.dirlam@lowersioux.com or (507) 697-8643.

The Community reserves the right to accept or reject any and all proposals as the Community sees in its own best interest.