REQUEST FOR QUALIFICATIONS

PONCA TRIBE OF NEBRASKA

AG AND RURAL LANDS INTEGRATED RESOURCE MANAGEMENT PLAN (IRMP) AND ASSOCIATED OPERATIONAL RESOURCE MANAGEMENT PLANS

September 20, 2021

This Request for Qualifications is being sent to planning and engineering firms for providing planning services to the Ponca Tribe of Nebraska for creation of a general level Ag and Rural Lands Integrated Resource Management Plan (IRMP) and associated operational resource management plans to include: Agricultural Resources Management Plan (ARMP), Range and Grazing Management Plan, and Natural Resources Monitoring Plan. Proposals for providing these services will be received until close of business (4:00 P.M. CST) October 25, 2021.

This request is open to all qualified bidders. The work to be performed under this contract is subject to Section 7 of the Indian Self Determination and Education Assistance Act (25 U.S.C. 5307) which requiresto the greatest extent feasible preference in the award of contracts and subcontracts shall be given to Ponca Tribe of Nebraska owned and American Indian/Alaska Native owned enterprises.

Evaluation Criteria to be considered include the following: 50 points for relevant experience, 20 points for past performance, and 30 points for project approach and capacity to meet timeline.

The Tribe has estimated a cost of $125,000 for the project.

Seven (6) printed copies and one electronic version must be provided to:

Ponca Tribe of Nebraska
2523 Woodbine St.
P.O. Box 288 Niobrara, NE 68760
Attention: Ms. Chris Minarik, Procurement Officer
christinem@poncatribe-ne.org

Questions regarding this request for proposal shall be sent to Judi Meyer, PEDCO Director, on or before October 6, 2021 by email to jmeyer@pedco-ne.org . All questions and responses will be made available to all interested bidders by October 15, 2021.

The prohibition on use of firms that have been debarred, suspended or are otherwise ineligiblefor federal or Tribal contracts applies to the award of this contract and the work to be performed under this contract.

GUIDANCE DOCUMENTS

1. Proposed Schedule of Work
2. Ponca ARMP Scoping Document
3. Guidelines for IRMP in Indian Country
4. Ponca Tribe 2010 IRMP
5. BIA ARMP Handbook 2021

Guidance documents are available electronically upon request.

Project Outcomes. The overall project outcome will be a general level Ag and Rural Lands Integrated Resource Management Plan (IRMP) and associated operational resource management plans to include: Agricultural Resources Management Plan (ARMP), Range and Grazing Management Plan, and Natural Resources Monitoring Plan. The IRMP shall serve as a roadmap of development for ag and rural lands and shall include general guidelines, best management practices, and general policies and procedures. Emphasis shall be given to the Agricultural Resource Management Plan which the Ponca Tribe of Nebraska intends to adopt as a component of the Tribe's Agricultural Program. This plan shall:

1. Develop a framework for a comprehensive and integrated system of agricultural uses including buffalo and grazing management, farming, outdoor recreation, ecotourism, and natural resource conservation.
2. Identify alternatives and prioritize projects, programs, and policies focused on expanding outdoor recreation and tourism and developing sustainable food and feed resources.
3. Identify strategies that will guide the planning, funding, implementation, and maintenance of current and future land uses.
4. Develop a phased action plan to initiate policies, programs, and physical improvements. Include written documentation of project constraints and overall feasibility. Identify the highest priority projects to be implemented over the following 10 years. Include a preliminary cost estimate for engineering, project administration, and construction for each project.

Scope of Services. This project will include the following tasks: 1. Project Management & Administration 2. Public Outreach and Presentations 3. Existing Conditions Inventory & Analysis 4. Plan Development 5. Deliverables

We anticipate that the plan will be completed within an approximately 12 month time frame.

Task 1: Project Management & Administration The Consultant shall provide project management and administration necessary to successfully deliver the project. These are anticipated to include, at a minimum: ● Management of the project schedule, including meetings, public workshops and milestones; ● Budget and cost control reporting, change management, preparation and submission of a monthly progress report and invoice; ● Participate in periodic progress meetings to adequately update the Tribal Council on the project's progress; ● Assist with preparing meeting agendas and materials; ● Review project tasks and objectives with Tribal staff; ● Establish communication channels with Tribal department heads and appropriate agencies and organizations.

Task 2: Public Outreach & Presentations Public outreach for the Plan will be conducted by the Consultant in partnership with the Ponca Tribe of Nebraska and the ARMP Executive Team. The Consultant shall attend and assist with facilitating public meetings. The Consultant will assist with developing materials for public informational meetings with area property owners and residents to gather input.

Task 3: Existing Conditions Inventory & Analysis The Consulting Team will produce an inventory and assessment of the ag and rural lands identified (@ 1800 acres presently owned outlined in red in Figure 1 below and @ 650 acres being purchased outlined

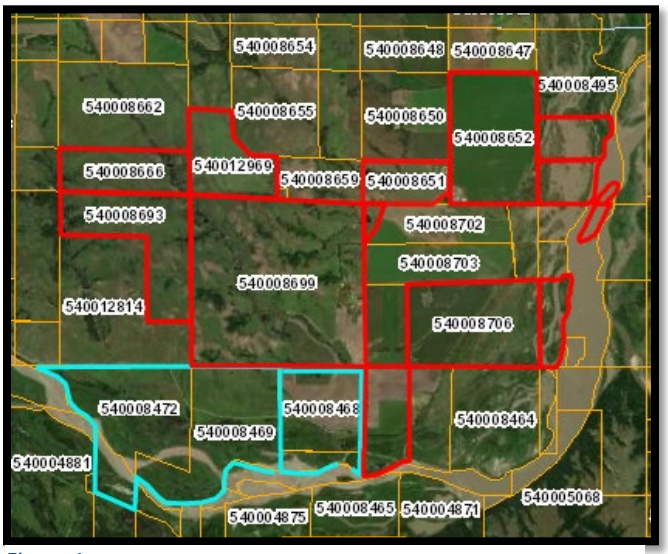


Figure 1

in blue in Figure 1) to include, but is not limited to: geographical features, soils inventory and assessment, water, riparian, and wetlands inventory and assessment, land use and density, census data, zoning information, locations of key destinations (e.g. buffalo pastures, powwow grounds, etc.).

Task 4: Develop the Plan Identify High Priority Areas The Consulting Team will draft a plan identifying alternatives for improvements. Areas should be identified through the background/existing conditions research, and community input. The plan shall include a Future Land Use Map covering the area outlined in Figure 2.

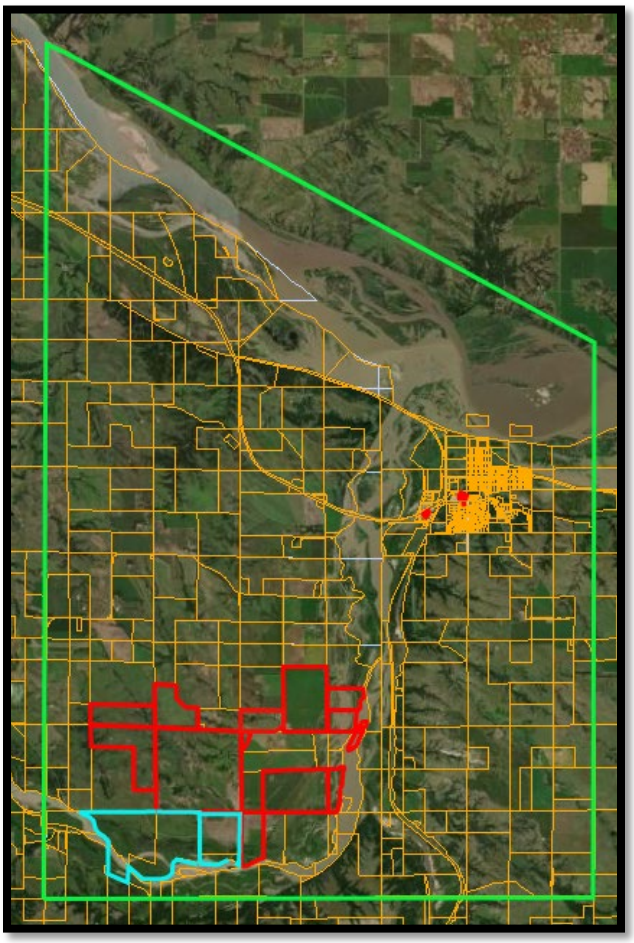


Figure 2

Implementation, Funding, and Phasing The Consulting Team will work with City staff to develop recommendations for implementing the plan, including a data-driven prioritization framework. Methods of evaluating programs and services should also be incorporated. The plan document should integrate all goals, policies and recommendations, and implementation actions. The plan will also include the strategies and performance measures that will guide the planning, funding, and implementation of future projects. Recommendations should incorporate an overview of cost estimates, and maintenance strategies as well as prioritization and phasing.

Develop Draft and Final Plan The Consulting Team will work with Ponca staff to develop final plan documents. The consultant shall provide the plan documents to the Tribe in Microsoft Word and PDF formats and shall provide all GIS layers for all maps in a geodatabase. The ultimate outcome will be adoption by the Tribal Council.

Submittal Requirements Responses shall include the following items and be organized in the manner specified below. **Firm Profile & Qualifications** The response shall include general information about the firm, the firm's area of expertise, and the firm's official name and address. Additionally, the response shall furnish the following qualifications to be considered for award of the contract: 1. Name of the anticipated project manager and his or her relevant qualifications and experience on similar projects, along with those of key personnel who will be involved with the project. 2. If the project includes multiple team members, an organizational chart including team members shall be included 3. Experience of the firm in performing similar work and examples of this work. 4. Explanation of ability to integrate the scope of work into the present and anticipated workload of each key team member for the proposed duration of the project. E. Project Approach and Scope of Work The response shall include the firm's approach to successfully accomplish the tasks listed in the RFQ successfully. This should include focus on technical approach and ability to present and communicate the findings in a compelling manner. The discussion of the scope of work shall not exceed ten (10) pages.

Past Performance The response shall include a discussion regarding the firm's past performance on projects of similar scope to this project as well as providing specific examples of past projects of a similar nature to this project. The

discussion of past performance shall not exceed five (5) pages.
Project Schedule The response shall include confirmation that the firm can complete the scope of work within the project schedule time frame, or a proposed modified schedule. The consultant team shall also explain its approach to the project schedule in narrative form. The project schedule shall not exceed three (3) pages.

Interviews The short-listed firms will be notified by telephone of the interview time and duration. Administrative Team members and Tribal Council will conduct interviews with the short-listed firms. Interviews may be conducted either in-person or virtually.

Award of Contract the Ponca Tribal Council reserves the right to negotiate with the selected firm on matters related to project cost, or technical or other considerations that arise following announcement of the award of the contract.

PONCA TRIBE ARMP DEVELOPMENT TIMELINE

	Responsible Party/ies	2021 Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	2022 Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	2023 Jan-23
Pre-Planning Activities																			
Prepare a Scoping Document	Judi																		
Form Interdisciplinary Team (IDT)	Exec Admin Comm.																		
Develop a schedule for completing plan	Judi																		
Tribal Council Resolution	Judi, Falon																		
Tribal Council/BIA MOU - TBD depending on BIA funding	TBD																		
Develop workload analysis and budget for the plan	Falon																		
Initiate ARMP Development																			
Determine Topics for the plan	Exec Admin Comm.																		
RFQ for Consultant (Plan writer)																			
Contract with Consultant for input in public meeting process	Tribal Council																		
Contract with Consultant for plan writing	Tribal Council																		
List Ag resources, collect data, etc.	Consultant (Plan writer)																		
NEPA Sections of the plan	Consultant (Plan writer)																		
Involve the Public for Plan Development																			
Preliminarily identify tribal ag resources goals and management objectives for discussion	Exec Admin Comm.																		
Publicly announce planning process and schedule	Exec Admin Comm.																		
KICKOFF MEETING - Conduct public meeting to identify critical values, vision, issues, concerns, interests, opportunities, and limitations	Exec Admin Comm.																		
Administration Committee Planning Meeting	Exec Admin Comm.																		
Agriculture Committee Planning Meeting	Exec Admin Comm.																		
Cultural Committee Planning Meeting	Exec Admin Comm.																		
Meeting	Exec Admin Comm.																		
Legal and Enforcement Committee Planning Meeting	Exec Admin Comm.																		
Planning Committee Planning Meeting	Exec Admin Comm.																		
Transportation and Logistics Committee Planning Meeting	Exec Admin Comm.																		
Wildlife, Animals, and Fish Committee Planning Meeting	Exec Admin Comm.																		
Develop Management Strategies																			
Analyize input from public meetings and resource specialists	Exec. Admin Comm, Consultant																		
alternatives	Consultant (Plan writer)																		
Complete the Plan																			
Monthly Checkpoint - Update to Tribal Council	Consultant (Plan writer)																		
Cover page with signatures	Consultant (Plan writer)																		
Executive Summary	Consultant (Plan writer)																		
Purpose and Need	Consultant (Plan writer)																		
Agricultural Resources - Identification and Assessment	Consultant (Plan writer)																		
Tribal Agricultural Goals and Management Objectives	Consultant (Plan writer)																		
Environmental Consequences and Alternatives	Consultant (Plan writer)																		
Ag & Rural Lands Integrated Resources Management Plan (IRMP)	Consultant (Plan writer)																		
Agricultural Resources Management Plan (ARMP)	Consultant (Plan writer)																		
Range and Grazing Management Plan	Consultant (Plan writer)																		
Natural Resources Monitoring Plan	Consultant (Plan writer)																		
Land Use and Future Land Use Plans and Maps	Consultant (Plan writer)																		
Management and Administration Plan	Consultant (Plan writer)																		
Land Use and Wildlife Regulations	Consultant (Plan writer)																		
Leases and Permits - Policies and Procedures	Consultant (Plan writer)																		
Comment Period - Publish	Consultant (Plan writer)																		
Adopt tribal ag resources goals and management objectives	Tribal Council																		
Tribal Resolution adopting plan	Tribal Council																		
Publish plan and begin implementation	Ponca Tribe																		