

**KEWEENAW BAY INDIAN COMMUNITY
REQUEST FOR PROPOSALS (RFP)
For
Tire Disposal
Indian Health Service (IHS) Project BE 22-M72**

Proposals are requested by the Keweenaw Bay Indian Community (“KBIC”) for a contractor to cleanup the historic tire dump site with an estimated 2,000 tires and 300 tires with rims. See attachment A for images and a map of the location.

DEADLINE

Please submit all materials electronically by **4:30pm EST on March 13, 2024**. One (1) electronic copy of the proposal must be submitted to:

Serene Gauthier
Environmental Response Program Specialist
Keweenaw Bay Indian Community Natural Resources Department
14359 Pequaming Road
L’Anse, Michigan 49946-8339
Ph: (906) 524-5757, ext. 4228
Fax: (906) 524-5748
E-mail: sgauthier@kbic-nsn.gov

All material submitted will become the property of the KBIC.

CONTACT PERSON

General questions regarding the scope of work shall be directed in writing to Serene Gauthier using the contact information provided above.

INTRODUCTION

The KBIC is a federally recognized Indian tribe with approximately 3,450 enrolled tribal members, with approximately 800 Tribal members living on or near the L’Anse Reservation. The KBIC’s Natural Resources Department (NRD) currently maintains an inventory of sites containing improperly disposed of waste material,¹ known as open dump sites. The NRD has identified approximately one historic tire dump site within the L’Anse Reservation for cleanup, containing an estimated 2,000 tires and 300 tires with rims.

SCOPE OF SERVICES

The scope of services to be performed by the contractor is described in general terms below. The selected contractor must remove all the tires from the tire dump site shown on the accompanying map and images (Attachment A), and the contractor must dispose of by **April 30, 2024**. The successful respondent will be required to execute the attached services agreement.

¹ "Waste" generally refers to "tire waste."

1. Pre-Mobilization Activities

The contractor shall participate in a pre-mobilization conference call with the KBIC to coordinate the scope of services.

The contractor will visit the site to be cleaned up to assess equipment needs, determine limitations, and identify site access issues. The Community shall not provide additional compensation to the contractor to account for site conditions that a site examination could have determined.

The contractor will be responsible for all required permits, plans, and best management practices (BMPs) necessary to complete the work.

The contractor shall develop and implement appropriate site safety requirements and procedures.

The contractor shall identify appropriate disposal or storage facilities before transporting and disposing of waste.

The contractor shall prepare any plans and documents this Agreement requires for the project and submit them to the tribe and IHS for review at least two weeks before beginning work. The contractor shall also review any necessary environmental permits with the KBIC and IHS before beginning any dump site cleanup or waste removal.

Contractor submittals will include:

- Proposed Work Schedule
- Recycling Plan (Where tires are disposed)
- Contractor and Site Safety Plan
- Waste Disposal Methods with Disposal Site Identification Plan
- Permit Compliance Plan
- Work Documentation Plan
- Proof of Pollution Liability Insurance

2. Cleanup and Removal

The contractor shall:

- a. Remove and dispose of tires on site up to dollar amount negotiated in services agreement.
- b. Properly remove, handle, and dispose of all tire waste according to applicable federal regulations.
- c. Properly and legally transport and dispose of all tire waste from the site. All loads of tire waste shall be properly secured and covered.

- d. The contractor shall complete waste manifests that include records of waste origin and the method and location of waste disposal. The contractor will remove all tires from Toivo- Lahti historic tire site as identified in images and site visit.

PROPOSALS

The proposal should include the following information:

- Completed Bid Schedule
- Bidder's qualifications and experience with a minimum of three references.
- Certification of Indian ownership (if applicable).
- Proof of Pollution Liability Insurance

RESPONSE TO REQUEST FOR PROPOSALS

Responses must be organized in the manner set forth below.

General Information about the Company

Provide a general overview of the company, including the company's full name and address, services offered, any professional affiliations, and other such general information.

Company Experience

Describe the company's experience in completing cleanup activities. Describe three recent projects of similar character and complexity to the KBIC's project described above. Additional relevant experience may be included if appropriate. In addition, describe your company's working knowledge of the KBIC or other tribal communities.

Personnel

Please provide an organizational chart, or description, with personnel included and identify the principal in charge of the office that will perform the proposed work.

Briefly describe the qualifications of the project manager and project personnel, and include brief resumes.

Approach to the Project

Please explain your company's approach to addressing the scope of services for the KBIC, including:

- Procedure and equipment for cleanup of historic tire dump site.
- Health and safety procedures.

- Methods of communication with the KBIC project team.
- Additional information that may be needed from the KBIC.
- Schedule for completion of the work

Completion April 30, 2024

CONTRACT

The contract form for the project is attached to this Request for Proposals (“RFP”). If the contract is awarded, the successful respondent to this RFP will be required to execute the contract, in the form attached hereto.

PROPOSAL ACCEPTANCE

The KBIC reserves the right to accept or reject any proposals or waive any informalities and irregularities in the proposals submitted during the bidding process, which must follow the Community's procurement provisions. This right of the KBIC may be exercised at the sole discretion of the KBIC.

PROPOSAL WITHDRAWAL

Proposals for bids may not be withdrawn for sixty (60) days after the time established for the receipt of proposals. Bidders may withdraw at any time before the time set for receiving proposals.

ADDITIONAL PROVISIONS: Indian Health Services Administrative Requirements

Signature by Responsible Party

All proposals must be signed with the company name and by a responsible officer or employee authorized to transact business on behalf of the company, partnership, or corporation.

Conflict of Interest

The bidders must disclose any interest of the company or its employees, either direct or indirect, that would conflict in any manner or degree with the performance of the services in connection with this project. Bidders must also disclose any affiliation with the KBIC by the company or any member thereof.

Verbal Agreement

No verbal agreement or conversation with any elected or appointed official, agent, or employee of the KBIC, either before, during, or after the submittal of this proposal, shall affect or modify any of the terms or obligations herein contained, nor shall such verbal Agreement or

conversation entitle the selected consultant to any additional compensation or consideration under the terms of this Request for Proposals.

Changes

The KBIC may request changes in the scope of services.

Anti-Discrimination

The selected consultant shall not discriminate against any person or applicant for employment because of race, color, creed, religion, sex, national origin or ancestry, age, material status, physical or mental disability, or political beliefs or affiliations.

NOTICE REGARDING INDIAN PREFERENCE

All employers, contractors, and subcontractors operating within the jurisdiction of the Keweenaw Bay Indian KBIC are required to give preference to Indians and Indian organizations/enterprises in contracting, hiring, promotions, training, and all other aspects of employment. Employers and contractors must comply with all rules, regulations, and guidelines of the KBIC's Tribal Employment Rights Ordinance (TERO), which sets forth specific obligations of the employer regarding Indian preference. All employers and contractors shall sign and submit a compliance plan for approval by the TERO Director.

For more information, contact:

Debra Picciano, TERO Director
Office of Tribal Employment Rights
16429 Bear Town Road
Baraga, Michigan 49908
Phone: (906) 353-6623 X 4167
Fax: (906) 353-7540
E-Mail: tero@kbic-nsn.gov

Attachment A- Maps and Images
Attachment B- Sample Service Agreement
Attachment C- IHS Administrative Requirements
Attachment D- Bid Schedule