

Bear River Band of the Rohnerville Rancheria



The Bear River Band of the Rohnerville Rancheria is seeking proposals from qualified firms to provide ***Environmental and Historic Preservation (EHP) compliance and final engineering design services*** for a six-site flood mitigation and erosion control project within the Rancheria.

This document comprises the following sections:

- Section I: Entity information and project details
- Section II: Specifications
- Section III: Selection Criteria

Section I: Entity information and project details

Entity information		
Entity name	RFP title	
Bear River Band of the Rohnerville Rancheria 266 Keisner Road, Loleta, CA 95551-9707	<i>Flood Mitigation EHP and Design - BRB 2025</i>	
RFP date issued: 9/22/2025	Response deadline: 10/22/2025	
Entity description	Bear River Band of the Rohnerville Rancheria is a federally-recognized tribal government located in Loleta, California.	
Contact information		
Project lead name	Phone	Email
Amanda Gonzales - OES Manager	707-733-1900	oes@brb-nsn.gov
Project information		
Project Description	<p>The selected firm will:</p> <ul style="list-style-type: none">• Complete all EHP compliance activities in accordance with applicable federal, state, and tribal regulations.• Prepare and submit all required documentation to the Bureau of Reclamation (BOR) for clearance.• Perform necessary field investigations.• Produce stamped final engineering designs, specifications, and bid-ready construction documents for all six project sites. <p>EHP compliance must address NEPA for trust lands, and for one site not in trust CEQA with Humboldt County permitting applies. The project scope has limited ground disturbance and includes small-scale work such as culvert replacement, swale clearing, installation of French drains, small-scale erosion protection, and related drainage improvements—thus is expected to qualify for a categorical exclusion per BOR document 516 DM 14 section 14.5.c.3.</p> <p>Offering Firm must attend a mandatory site-visit pre-proposal submission . Out of area Offerers may arrange a virtual site visit with Project Lead. Site visit will occur on Thursday October 2nd at 1:30pm (PST) 2025 meeting at 266 Kesiner Rd, Loleta CA 95551.</p>	

Project goals	<ul style="list-style-type: none"> ● Complete EHP Review: Update and finalize environmental compliance documentation within 3 months of contract award. Ensure NEPA, Section 106, and other applicable regulatory requirements are met. ● Identify and Document Historic and Cultural Resources: Coordinate with the Tribal Historic Preservation Officer (THPO) and other agencies to assess and document historic/culture sites, in compliance with Section 106. ● Prepare Final Engineering Designs: Complete stamped, bid-ready designs for all six sites within 7 months of contract award, incorporating required field studies and analyses
Submission Contents	<p>In PDF format, please submit:</p> <ul style="list-style-type: none"> ● Firm qualifications and experience (including key staff resumes); ● Proposed scope of work ● Deliverables and timeline. ● Detailed budget, with hourly or fixed fees, travel, data collection and analysis costs; other relevant project expenses and their subcomponents and all other costs itemized. ● References from at least three similar projects ● Certifications of compliance with applicable provisions of Appendix II of 2CFR 200 and confirmation of no debarment (sam.gov)

Section II: Specifications

Product information	
Suggested Scope of Work	<p align="center">Task 1 – Environmental & Historic Preservation (EHP) Compliance</p> <p>Objective: Obtain Bureau of Reclamation (BOR) environmental and cultural resource clearance prior to construction. Based on the scope, the project is expected to qualify for a categorical exclusion under NEPA.</p> <p>Scope:</p> <ul style="list-style-type: none"> ● NEPA Compliance: Assess and Document minimum NEPA compliance level- we anticipate a categorical exclusion ● CEQA and County Permitting: For Site 1 – 567 Singley Road (fee land, not in trust), complete CEQA compliance process and secure applicable Humboldt County permits (e.g. grading, erosion/sediment control, storm water control). ● Section 106 Compliance: Coordinate with the Tribal Historic Preservation Officer (THPO) and, if required, the State Historic Preservation Officer (SHPO) to complete cultural resource review and documentation. ● Submission & Clearance: Prepare and submit all compliance documentation to BOR and coordinate with Bear River until written clearance is received. <p>Deliverables:</p> <ul style="list-style-type: none"> ● Documentation of conclusions of NEPA Review: i.e. FONSI, EA, or EIS. ● CEQA documentation and permits for Site 1. ● Section 106 records and cultural resource reports ● Final BOR clearance letter. ● Army Corps of Engineers Permitting as applicable <p align="center">Task 2 – Final Engineering Design</p> <p>Objective: Deliver stamped, bid-ready plans and specifications for each site, consistent with the Tribe's BOR Technical Project Description and Whitchurch Engineering's recommendations.</p> <p>Scope:</p>

	<ul style="list-style-type: none"> • Field Verification: Conduct necessary site visits to confirm elevations, drainage paths, and existing conditions. • Site-Specific Designs: Incorporate recommended improvements, including-as relevant: <ul style="list-style-type: none"> ○ French drains and small-scale energy dissipaters. ○ Culvert replacements with headwalls ○ Rock-lined or armored swales. ○ Overflow routing to retention areas. ○ Erosion protection and stabilization features. • Construction Documentation: Prepare stamped engineering drawings, specifications, and bid-ready packages. • Procurement Support: Provide technical responses and addenda during contractor selection. <p>Deliverables:</p> <ul style="list-style-type: none"> • Site verification and measurement documentation. • Final stamped drawings and specifications for all six sites. • Engineer’s cost estimate for construction project. • Complete bid-ready construction packages.
Technical Requirements	<ul style="list-style-type: none"> • Relevant professional licenses/certifications (e.g., PE for engineering). • Experience with small-scale drainage and erosion control projects. • Familiarity with NEPA, CEQA, and Section 106 processes for federally funded projects. • Ability to complete work within the grant’s timeline (EHP within 3 months of award; final designs within 7 months). <p>Reference Documents: Full site descriptions, preliminary engineering recommendations, and supporting documentation are available via the Tribe’s website at https://www.bearriverrancheria.org/emergency-services see project link “RFP Flood Mitigation Project 2025”</p>
Delivery	<p>Please submit your proposal by 5:00pm Pacific, October 22, 2025 in PDF format to oes@brb-nsn.gov</p> <p>Please CC: Procurement@brb-nsn.gov, grants@brb-nsn.gov</p>

Section III: Selection Criteria

Scoring	
30 Points	Technical qualifications of the firm and the proposed technical staff, as indicated by their past experience with emphasis on current experience. The qualification section of the proposal should reflect demonstrated ability and the offering of professional services as covered by the scope of work, including demonstration of availability
20 Points	A record of integrity, judgment, performance, and timeliness in the execution of previous contracts
20 Points	Cost considerations such as the rates charged for each category of employee under the contract. Overhead rates, cost of reimbursable expenses and total fee/rates proposed.
30 Points	Project Approach: Demonstrated understanding of the Scope of Work and suggested approach to Project.