



# Intertribal Timber Council

## Request for Qualifications & Quote: Indian Forest Management Assessment Team Co-Chair

### General Information

Posted Date:

December 26, 2019

Closing Date:

January 27, 2020

### SECTION 1: GENERAL INFORMATION

#### Description/Functions

The Intertribal Timber Council (ITC) is seeking two individuals to serve as the co-chairs for the 4<sup>th</sup> Indian Forest Management Assessment Report.

#### Introduction

The ITC is a 501(c)(3) nonprofit organization of forested and woodland Tribes and Alaskan Native Corporations. The administrative headquarters are located in Portland, Oregon. The ITC, for the fourth time in thirty years, endeavors to organize a team of nationally recognized forestry experts to conduct a federally mandated assessment of forestry on American Indian lands. Approximately 18 million acres on Indian reservations are forested. These lands provide important economic and social resources to Indian communities. The federal government has a fiduciary duty to ensure that the lands are managed in the best interest of Indian people.

### SECTION 2: REQUESTED SERVICES

#### Duration of Services

The ITC anticipates the service period for this work to be from approximately February 1, 2020 through September 30, 2025.

#### Scope of Work

It is agreed upon between the ITC and responding Applicant that the intent of this RFQQ is for applicants to define a strategy on how they will perform the duties of this position as outlined in GENERAL FUNCTIONS and REQUIRED DELIVERABLES. Applicant is responsible and liable for full compliance with all Federal, State, and local regulations regarding the work to be performed.

#### GENERAL FUNCTIONS

1. Coordinate with the ITC Contract Compliance Officer to implement the work plan, organize site visits by IFMAT-IV, and revise the work plan as necessary.
2. Participate in site visits and the preparation of individual site visit reports
3. Lead IFMAT-IV efforts to collect, analyze and interpret information.
4. Provide guidance and direction in the preparation of analyses, written and verbal reports to satisfy informational needs of Congress and ITC which will include periodic progress reports, year-end reports, and final report to Congress and ITC.
5. Familiarize such other members of IFMAT-IV with the duties and responsibilities of the Chair as may be directed by the ITC Oversight Committee.
6. Prepare and deliver presentations and testimony to Congress and the Administration as requested by the ITC President and ITC Oversight Committee

7. Prepare and deliver presentations and testimony to the ITC Executive Board and Membership at the request of the ITC Oversight Committee

### **REQUIRED DELIVERABLES**

1. Quarterly written reports to the ITC Oversight Committee on progress of site visits, site visit reports, and data gathering.
2. Provide a report consistent with Section 208 of the National Indian Forest Resource Management Act. This will include an assessment of Indian forest lands and Indian forest land management practices, and a subsequent report that is national in scope and provides the following:
  - A. an in-depth analysis of management practices on, and the level of funding for, specific Indian forest land compared with similar Federal and private forest lands,
  - B. a survey of the condition of Indian forest lands, including health and productivity levels,
  - C. an evaluation of the staffing patterns of forestry organizations of the Bureau of Indian Affairs and of Indian tribes,
  - D. an evaluation of procedures employed in timber sales administration, including preparation, field supervision, and accountability for proceeds,
  - E. an analysis of the potential for reducing or eliminating relevant administrative procedures, rules and policies of the Bureau of Indian Affairs consistent with the Federal trust responsibility,
  - F. a comprehensive review of the adequacy of Indian forest land management plans, including their compatibility with applicable tribal integrated resource management plans and their ability to meet tribal needs and priorities,
  - G. an evaluation of the feasibility and desirability of establishing minimum standards against which the adequacy of the forestry programs of the Bureau of Indian Affairs in fulfilling its trust responsibility to Indian tribes can be measured, and
  - H. a recommendation of any reforms and increased funding levels necessary to bring Indian forest land management programs to a state-of-the-art condition.
  - I. an evaluation of tribal risk and adaptation related to climate change
  - J. an evaluation of shared stewardship between Tribal governments and adjacent land management agencies.
3. Provide a status report to Congress as required in Section 208 (c) of the National Indian Forest Resource Management Act.

### **SECTION 3: PROPOSAL EVALUATION**

#### **Solicitation Requirements**

Applicant proposal must include the following:

1. Cover letter with contact information and signature, which includes experience with Indian Forest Management Assessment Teams and Indian Forestry.
2. Resume
3. References
4. Cost Proposals

#### **Cost Proposal**

Individual cost proposals shall be submitted, and two co-chairs will be selected. Proposals shall include all of the Applicant expenses associated with the performance of the work and the Applicant shall not request from the ITC any compensation for reimbursable direct expenses. Include all costs associated with the performance of this RFQQ, with the exception of travel reimbursements. Travel expenses will be reimbursed in accordance with federal travel regulations.

#### **Submission of Proposals**

Proposals must be submitted to the ITC Program Manager no later than 5:00 pm PT, Monday, January 27, 2020. The email delivery address is Laura Alvidrez at [intertribaltimbercouncil@gmail.com](mailto:intertribaltimbercouncil@gmail.com).

**Evaluation Procedures**

The Selection Committee will evaluate proposals. The committee will consider how well the Applicant proposal meets the needs of the ITC and requirements for the Indian Forest Management Assessment as required by Congress in the National Indian Forest Resource Management Act. Incomplete proposals will not be considered. Proposals will be rated based on the following scoring system:

Qualifications	25
Experience	45
Price	30

**Final Selection**

The Selection Committee will formulate their recommendation for selection of the Applicants. The recommendation will be forwarded to the ITC Board for formal acceptance and approval.