

REQUEST FOR PROPOSALS

CONSULTANT SERVICES

AMERICAN RESCUE PLAN

ISSUE DATE: JUNE 1, 2021

The Quinault Indian Nation is soliciting proposals for a consultant to advise and assist with strategy and grant writing related to the tribal provisions of the American Rescue Plan Act of 2021 (ARP). The Quinault Indian Nation seeks to leverage the ARP to the fullest extent to ensure self-sufficiency and tribal sovereignty. It is anticipated that the delivery of services under the contract will begin on July 1, 2021.

I. INTRODUCTION

The Quinault Indian Nation (QIN) is a federally recognized tribe with a constitutional form of government with inherent sovereign authority to govern itself and to interact with other nations and states on a government-to-government basis. By-laws established in 1922 and a constitution approved in 1975 form the foundations of Quinault's modern-day government. Our General Council meets annually on the last Saturday in March to hold elections, accept new tribal members, allocate fishing grounds, and discuss other issues relevant to tribal members. The President has both legislative and executive-administrative powers. The Quinault Business Committee, which consists of four executive officers and seven council members, is the law-making body of the QIN.

The Quinault government's administration consists of the following divisions: Administration, Natural Resources, Community Services, Health and Wellness, and Public Safety. The Finance Division provides all accounting services for the Nation. The Office of the Attorney General is responsible for internal legal services and law enforcement, and an independent court system makes up our law and justice system. In addition, the Quinault government has established a business arm, the Quinault Nation Enterprise Board, to oversee business enterprises including: Quinault Pride Seafood, Quinault Land and Timber Enterprise, Quinault Beach Resort and Casino, Maritime Resort, the Queets Trading Post, the



Taholah Mercantile, Q-Mart I, II, and III, Jolly Roger Seafoods, and Sweet Grass Hotel, all of which promote the growth and develop potential of the Quinault Indian Reservation.

The Reservation consists of lands reserved to the Quinault people through a treaty negotiated and agreed to between the Quinault People and the United States in 1854. It is a land of magnificent forests, rivers, beautiful Lake Quinault, and 23 miles (37 kilometers) of unspoiled Pacific coastline. The some of the most productive conifer forest lands in the United States. The Reservation includes the communities of Taholah, Queets, and Amanda Park where tribal members and non-tribal members reside.

Located on the Pacific Coast of the State of Washington, our lands embrace a wealth of natural resources. Conifer forests composed of western red cedar, western hemlock, Sitka spruce, Douglas fir, Pacific silver fir and lodge pole pine dominate upland sites, while extensive stands of hardwoods, such as red alder and Pacific cottonwood, can be found in the river valleys. Roosevelt elk, black bear, black tail deer, bald eagle, cougar, and many other animals make these forests their home.

The Quinault Indian Nation is signatory to the Treaty of Olympia (1856), by which it reserved, among other things, the right of “taking fish, at all usual and accustomed fishing grounds and stations” and the privilege of hunting and gathering, among other rights, in exchange for ceding lands it historically roamed freely. The QIN’s fishing area includes the Quinault Reservation and the entire Chehalis River Basin, including Grays Harbor, as well as marine waters of the Pacific Ocean.

II. SCOPE OF SERVICES

The Quinault Indian Nation (QIN) seeks to take full advantage of the financial opportunities available from the ARP. The consultant will advise and strategize on the following:

- ❖ Determining what programs are available to benefit the QIN.
- ❖ Engaging with QIN staff, the community, and other stakeholders regarding QIN priorities.
- ❖ Prioritizing QIN needs and projects.
- ❖ How can the QIN leverage the money it will be receiving.
- ❖ What does the QIN qualify for under ARP and how to apply.
- ❖ Other traditional and non-traditional funding sources that can be coupled with ARP funds to expand the QIN’s spend plan.
- ❖ How to best position the QIN for success.



- ❖ How to maintain compliance without the risk of government funding recapture or delays in the annual financial audit.
- ❖ When the money will be received and what is the appropriate timeframe in which to expend the funds.

III. AREAS OF EXPERTISE

Describe the proposer's specific experience and role in the subject areas listed below and provide examples of similar work performed for other clients, particularly Indian tribes. If the proposer has developed specialized expertise in any area or issue, please describe the scope and extent of that expertise.

- A. Strategic planning and advice;
- B. Reviewing and interpreting Federal legislation;
- C. Federal funding opportunities, processes, compliance;
- D. Grant writing and drafting funding proposal;
- E. Tribal issues, generally and specific to Federal legislation;

IV. SUBMITTALS

In addition to responding to the scope of services please include:

- A. A history of your company including any names used previously, governments served and the relationship of this project to your corporate purpose and why your company is best suited to meet the requirements of this RFP.
- B. A written statement verifying potential conflicts of interest with other clients and a list of current clients and certifying that no such conflicts exist, and if they should arise immediately inform the Quinault President, Attorney General, the Chief Financial Officer and Chief Operations Officer.
- C. Experience and qualifications of the proposed key staff members assigned to this project and what percentage of their time will be devoted to the project. Show their function in the project and a detailed resume for each person. Specify where the staff will be located and identify the program manager.
- D. Certify whether you are an Indian business or a member of an Indian Tribe.
- E. A cost proposal for the scope of services.



F. At least two writing samples, including a grant or funding proposal and a letter of inquiry.

G. Three references.

V. TERM OF CONTRACT

The contract will be effective through September 30, 2022. The contract may be extended at the option of the parties by written modification.

VI. EVALUATION CRITERIA

Proposals will be evaluated by a committee of professional staff and policy representatives. The following will be considered:

- Responses to the proposal
- Experience with issues and other Indian tribes
- Assessment of capacity to deliver the required services

Indian preference applies.

VII. PROPOSAL DUE DATE

Proposals must be received by no later than 11:59 PM **Monday, June 14, 2021**, and submitted to:

Quinault Indian Nation
ATTN: Ryan Allen
PO Box 70
Taholah, WA 98587

or electronically to bids@quinault.org with "QIN RFP Response" in the subject line.

