



YUROK TRIBE
REQUEST FOR PROPOSAL
EMERGENCY COMMUNICATIONS
CONSULTING SERVICES

Yurok Tribe
190 Klamath Blvd.
Klamath, CA 95548

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Dear Prospective Bidder:

The Yurok Tribe (the "Tribe") is seeking **a communications consultant for the purpose of assisting emergency response agencies in both Humboldt and Del Norte counties in developing a comprehensive, coordinated Interoperable Communication Plan (ICP).** Technical questions or requests for clarification shall be directed, in writing, to the email address below. The Tribe's responses to a proposer's question(s) will be provided via return email only to the proposer asking the question(s), and not shared with other respondents.

RFP Bid Response Representative:

- Name: Springwind Marshall
- Company: Yurok Tribe
- Address: 190 Klamath Blvd.
- City, State, Zip: Klamath, CA 95548
- Telephone: 707-445-2422 x1925
- Email Address: smmarshall@yuroktribe.nsn.us

1. General Information

Key Dates:

The following table outlines the Tribe's key dates and events in this RFP process:

| <u>Date</u> | <u>Event</u> |
|-------------------|---|
| 2/14/25 | RFP is Available |
| 2/14/25 - 3/14/25 | Questions and Answer Period |
| 3/14/25 | Deadline for receipt of proposals to the Tribe's Office |
| 3/17/25-3/21/25 | Oral interviews with selected respondents |
| 3/21/25 | Selection completed/contract negotiations begin |

Proposal Submission Instructions:

All proposals must be submitted no later than 5pm (PT) on the deadline date to the RFP Bid Response Representative. The proposal is required to be submitted in a sealed envelope, marked "RFP- Yurok Tribe's 2025 Emergency Communications", to the RFP Bid Response Representative address above.

2. Rules Governing Proposals

Confidentiality:



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The content of all proposals will be kept confidential throughout the selection process and afterward. Copies of any proposal will not be shared with other respondents.

Late Submissions:

Proposals not received prior to the date and time specified will not be considered and will be returned to the proposer unopened.

Acceptance / Rejection of Submittal:

The Tribe reserves the right to reject any or all responses to this RFP, to waive minor irregularities in any proposal or in the RFP procedures, and to accept any proposal presented which meets or exceeds these specifications and which is deemed to be in the best interests of the Tribe. However, the requirements for timelines shall not be waived.

Proposal Evaluation:

A committee of individuals representing the Tribe will perform the evaluation of all proposals. Following this evaluation process, the committee may elect to ask certain respondents to complete an oral interview before the committee. The purpose of the interview is to allow those further selected firms expansion and discussion of their written responses.

Oral Interviews:

Oral interviews are provided at the sole discretion of the Tribe and are for the purposes of allowing the Tribe to broaden their understanding of certain selected respondents.

Final Selection:

The final selection of the successful respondent(s) is scheduled to be completed by **March 21, 2025**.

Insurance Requirements:

Include Proof of Insurance furnished by the respondent's carrier to guarantee the respondent is properly insured. The respondent, once awarded, must file with the Tribe certificates of insurance prior to the commencement of work as additionally insured with Liability Insurance, Comprehensive General Liability insurance, and Professional Liability insurance.

Respondent shall require and verify all subcontractors, if applicable, maintain insurance, including workers' compensation insurance, subject to all of the requirements stated herein prior to work.

3. Selection Criteria



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- Substantial document experience, history, and past performance in working with public safety agencies (Police, Fire Departments, Ambulance, 9-1-1, and Public Safety Partners). In addition, experience with other Tribal, City, County, Federal departments (Public Works, Public Utilities) is preferable.
- Demonstrated working knowledge and understanding of current federal and state communications standards as well as standards for communications in rural areas and mountainous terrain.
- Demonstrated working knowledge and understanding of, and expertise with the operations and organization concepts and issues relative to public safety wireless, two-way communications systems including application of new technologies (e.g. WiFi mesh networks, software programmable radios, and new developments in cellular technology), ongoing development of open standards, and spectrum policy/management (FCC). Expertise in technology of infrastructure backhaul systems and legacy user equipment operated to support public safety communications.
- Demonstrated working knowledge of, or ability to become familiar with, issues and challenges specific to the identified agencies' radio system providers/users, and the demonstrated ability to work with radio system providers/users throughout the Tribal Jurisdiction and County's.
- Demonstrated ability to develop a detailed process for gathering and analyzing input from the identified agencies, and using the metrics from the data gathered and analyzing input from the identified agencies, and using the metrics from the data gathered for an executive level presentation.
- Demonstrated working knowledge of, or ability to become familiar with, emerging regional and federal initiatives to establish interoperability among public safety-first responders, including programs developed by SAFECOM (US Department of Homeland Security) and other federal agencies that address aspects of wireless communications.
- Work performed for other local Tribal, City, and State Governmental agencies, non-profit organizations, and/or Tribal Councils for similar contracted services within established timelines.
- Experience in communications systems. Demonstrated design experience with public safety communications systems (Automated Vehicle Locations, Computer Aided Dispatch, Mobile Computing, and 9-1-1 telephone systems), will result in higher overall rating than experience solely in communications systems.
- Must have knowledge and experience in working with National Incident Management Systems (NIMS) communication requirements, public safety agencies, multi-agency coordination systems (Emergency Operations Centers), area command concepts, current federal and state communication standards as well as communications in rural areas and mountainous terrain, public safety wireless communications systems and of new technologies, ability to work with radio system providers/users in the local counties, and tribes.
- If a qualified Native American-owned company comes within 5 % percent of the lowest qualified bidder's total bid, that company may match the lowest bid and receive the award unless the original lowest bidder is a Native American-owned business. A Native American-owned business must be a non-profit or for-profit entity where an Indian or Indians own at least 51% interest and where such Indian or Indians have managerial and operational control of the business operations. Other factors can be found in section 4403 of the Tribal Employment Rights of the Yurok Tribe. The ordinance and other TERO documents can be



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found at the following link <https://www.yuroktribe.org/tero> . Any contractor claiming Native American preference shall fill out and submit the Application for Contractor/Business Certification.

- Contractors must comply with the YTC for work funded by or conducted on behalf of the Yurok Tribe, including the contractor providing the TERO Office with an Indian Preference Plan, describing how the contractor intends to meet those obligations. See [YTC4501-4602](#).
- All professional services contracts are subject to the Tribe's Employment Rights Ordinance (TERO) and policies and a 1% TERO fee will be assessed on services. See [YTC 4601-04](#).

4. Response Format (pages are maximum allowed)

- a) Cover Letter (1)
- b) Administrative/Technical Section (18):
 - I. Name of Firm
 - II. Location of principal offices
 - III. Overall experience of the firm. The proposer must provide a written summary of similar work performed for other government entities relevant to public safety systems.
 - IV. General written resumes identifying the professional qualifications and experience of the personnel to be assigned to the project. The proposal must set forth the minimum qualifications of the proposer's personnel.
 - V. Client name, contact name, project personnel, emails and phone numbers of reference, for the last 3 clients, who could provide the Yurok Tribe with information on the work performed.
 - VI. General description of the project design methodology, including manner and frequency of coordination with tribal staff. Proposals must specifically include the following:
 - 1) Clear, appropriate and comprehensive scope of services to be used in fulfilling the Yurok Tribe's needs and objectives.
 - 2) Demonstrated ability to meet proposed time schedules as evidenced by recent (within 2 years) performance in providing similar size and scope of services.
 - 3) Ability to provide organizational and technical skills necessary to perform the type of design, analysis, and related consulting services outlined in this RFP, as demonstrated by previous completion of similar work.
 - 4) Adequate technical, financial and staff resources to perform the required work.
 - VII. List of proposed sub-consultants, if any, and a description of their proposed contribution.
 - VIII. List of proposed activities and timelines for each.
- c) Fee proposal Section (1):
 - I. Maximum total cost of this proposal must be included. The fee shall be an all-inclusive fee including the proposer's staff time and expenses, overhead costs, and all other anticipated costs and expense items.
 - II. Hourly rates for each person scheduled to work on this project must be included.



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5. Project Description

- The Yurok Tribe is soliciting proposals from qualified communications consultants for the purpose of assisting emergency response agencies in both Humboldt and Del Norte counties in developing a comprehensive, coordinated Interoperable Communication Plan (ICP). The completed plan will guide the Yurok Tribes Public Safety Division, Yurok Tribal Police, Yurok Fire, Yurok OES, 9-1-1 emergency call centers, and multi-agency coordination systems (Emergency Operations Centers). The Homeland Security Grants Program (HGSP-22) was awarded to the Yurok Tribe to complete this project.
- The Tribe will need a two-way communication & interoperability with local public safety and alert systems of the National Weather Service and the National Oceanic & Atmospheric Administration and is mandated by the Secretary of Homeland Security to implement a communication system that will ensure standardized procedures and preparedness measures regarding interoperability and communication. As new technologies emerge, the Tribe needs to identify the most appropriate communications capabilities of the Yurok Tribes Public Safety communication systems.
- Attachment A contains the suggested elements of the **Yurok Tribe- Interoperable Communications Plan (ICP)**, which shall be part of the final report and recommendations. The proposal should describe the development process of the ICP.

SCOPE:

Consultant will be required to:

- Provide assessment of the organization's business plan and vulnerability of current cost analysis and sustainability.
- Assess the status, including shortfalls and vulnerability of current radio systems, telecommunication systems, network infrastructure, facilities, equipment (hardware) and two-way frequencies usage.
- Inventory all repeater sites, telecommunication substations (hardware, capability, tower, and vault condition) located on or near the Yurok Reservation.
- Establish infrastructure and equipment requirements for compatibility between the Yurok Tribes Public Safety Division (YTPSD), outside emergency responders, 9-1-1 centers, and multi-agency coordination systems, operational area, and area command (Emergency Operations Centers).
- Prepare and submit a comprehensive analysis and report of findings, comments, and recommendations including all assumptions, parameters, specifications, alternatives with complete supporting documentation to the Yurok Tribe.



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- The final report will include recommendations for improving and standardizing equipment, for the design of new systems needed and facilities required to be updated for interoperability and will list the recommended technology, infrastructure, equipment, and software requirements, frequency needs with price comparison, vendor lists, and a detailed budget of various recommended alternatives.
- Work done by the consultant will be of the highest professional quality. The consultant will provide drafts of their products as they complete each phase for review by the Yurok Tribe prior to the delivery of the final product. Before delivery of any draft for review by the Yurok Tribe the consultant shall perform sufficient levels of internal review to ensure that the work is correct, accurate, complete and near error free. As the Yurok Tribe begins its review, should it appear that an item does not meet this standard, the draft will be returned to the consultant without further checking in order to complete the internal review.
- Deliverables must clearly delineate desired features versus required features and demonstrate the ability to trace items to their source. All deliverables must be available in electronic format (e.g. Microsoft Word Document), as well as digital and hardcopy format.
- Consultant shall provide the services described herein using the consultant's own resources and staff.

Public Safety Division includes the following: Tribal Police, Yurok Fire Department, Office of Emergency Services, and Health Services.

Other Yurok Tribe departments include the following: Tribal Justice Center, Tribal Court, Tribal Transportation, Information & Technology, Education, Yurok Public Utilities, Tribal Roads & Watershed, Natural Resources Division (Wildlife, Fisheries, Environmental Protection Forestry), and Yurok Health and Human Services. Internal stakeholders include Yurok Connect and Yurok Telecommunications.

Public Safety Partners include the following: All local Tribal, State, and Federal Law Enforcement Agencies. California State and National Parks Rangers, Humboldt/Del Norte county Sheriff's Office, Anti-Drug program, Correctional Facility, 911 Dispatch Centers, CA Division of Forestry & Fire protection, aviation, Cal Fire Humboldt/Del Norte, Humboldt/Del Norte Animal Control, K'ima:w Ambulance Services, REACH CAL/ORE Air ambulance, Arcata-Mad River Ambulance, City Ambulance of Eureka, Crescent City, Klamath Fire Protection District, Humboldt/Del Norte County Search and Rescue, Humboldt/Del Norte County Amateur Radio Emergency Services, Cultural Fire Management Council, Klamath Trinity Joint Unified School District, Del Norte Unified School District, Humboldt/ Del Norte Volunteer Protection Districts.



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6. Evaluation of Criteria

The proposals will be evaluated based on the following criteria and point ranges:

| Evaluation Criteria | Points |
|---|---------------|
| Overall experience relevant to tribal government and public safety systems. | 0-40 |
| References. | 0-10 |
| Project design methodology | 0-20 |
| Timelines | 0-10 |
| Fee Proposal | 0-20 |
| Native American Preference | 0-10 |
| Veteran Preference | 0-10 |
| Interview, if conducted | 0-20 |
| Met all proposal requirements in Request for Proposal | 0-10 |
| Total: | 0-150 |