



PORT GAMBLE S'KLALLAM TRIBE
NATURAL RESOURCES DEPARTMENT
31912 Little Boston Rd. NE – Kingston, WA 98346

Request for Proposals
Port Gamble S'Klallam Tribe
Hazard Mitigation Plan Update

The Port Gamble S'Klallam Tribe is currently seeking proposals from qualified consultants to develop a Multi-Hazard Mitigation Plan that meets all requirements under 44 CFR Part 201.7. ¹

The purpose of the Port Gamble S'Klallam Tribe (PGST) Hazard Mitigation Plan (HMP) is fourfold:

- Identify and evaluate potential risk of natural hazards that may impact the reservation
- Provide the Council with information to direct the location of new development, the type of construction and best practices that help to minimize or “mitigate” natural resource hazards
- Identify construction and “retrofit” projects and standards that will make Tribal development within the reservation more hazard resistant
- Provide the Federal and State Government, Relief and Emergency Management Agencies with some knowledge of the Reservation to ensure more effective delivery of services

The plan was last updated in 2015.

Natural hazards likely to impact the Reservation include coastal bluff and beach erosion, landslides, earthquakes, flooding from stormwater runoff, tsunamis, wildfire, windstorms and severe winter storms.

The project is located on the Port Gamble S'Klallam Reservation and associated tribally owned properties and is under tribal jurisdiction. Tribal preference in hiring applies to this project.

Please provide a qualifications statement and pertinent work history with your proposal.

Scope of Work

The consultant will lead in the updating of the Plan; however, the Port Gamble S'Klallam Tribe Natural Resources, Planning and Emergency Management staff will provide input, information, and comments throughout the development of the Plan. It is anticipated that the development of the Plan will take no more than twenty-one (21) months to complete (inclusive of the initial phase starting March of 2019). The consultant must present a draft of the Plan to the Port Gamble S'Klallam Tribe core planning team by October 1, 2020 for review and comment. Adoption of the plan by the Port Gamble S'Klallam Tribe will take place upon approval by Tribal Council and FEMA.

Overall Project Design

(A) Refinement of Scope of Work. The Port Gamble S'Klallam Tribe will review and discuss with the selected consultant the Scope of Work which will include a list of steps for Plan development, objectives for the Plan, summary of necessary and available data and information, required elements of the Plan, responsibilities for specific tasks, timeline, and process for documenting of time and resources spent on

¹ <https://www.law.cornell.edu/cfr/text/44/201.7>



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the Plan. Review and revision of the Plan will begin once management staff and consultant approve the scope of work.

(B) Collection of Available Data. Consultant will collect and analyze data and integrate it into the Plan as the basis for the formulation of the recommendations. The consultant will also identify gaps in existing data and include recommendations to address these deficiencies. The consultant will work with staff to integrate information on bluff erosion risk, developed by a separate consulting team, expected to be completed by March of 2020.

(C) Draft Plan. Once all necessary data and information are collected, the consultant will develop an updated initial Plan draft, with all necessary elements, including:

1. Planning Process
 - a. The plan shall document how the plan was prepared, including the schedule or timeframe and the activities that made up the plan's development.
 - b. The plan shall document who was involved on the planning team, including each person's position or title and department/agency.
2. Hazard Identification and Risk Assessment
 - a. The plan shall include a description of the natural hazards that can affect the tribal planning area. The description shall include information on the location and the extent of each identified hazard.
 - b. The plan shall describe the potential impacts of each of the identified hazards on the tribal planning area.
 - c. The plan shall provide an overall summary of the vulnerability of the tribal planning area to the identified hazards. An overall summary of vulnerability identifies structures, systems, populations, and other assets as defined by the tribal government.
3. Mitigation Strategy
 - a. The plan shall describe the tribal government's existing capabilities to mitigate hazards in the tribal planning area, including pre-disaster and post-disaster hazard management policies and programs.
 - b. The plan shall include hazard mitigation goals that represent what the tribal government seeks to accomplish to reduce or avoid the vulnerabilities identified in the risk assessment.
 - c. The plan shall include a mitigation strategy that 1) analyzes actions and/or projects that the tribal government considered to reduce the impacts of hazards identified in the risk assessment, and 2) identifies the actions and/or projects that the tribal government intends to implement.

The Port Gamble S'Klallam Tribe reserves the right to accept any proposal deemed to be in the interest of the tribe, to waive any minor irregularities in any proposal, to re-solicit for new proposals as deemed necessary by the tribe, or not to award any contract at all. The Port Gamble S'Klallam Tribe reserves the right to award a contract based on the proposal expected to be most beneficial to the tribe based on qualifications and cost.



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The Port Gamble S'Klallam Tribe, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin in consideration for an award.

Please submit proposals electronically to sphillips@pgst.nsn.us by Monday, February 26, 2019 for consideration.