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**Request for Proposals
Port Gamble S'Klallam Tribe Natural Resources Department:
Forestry Operations Consultant**

1. Background

The Port Gamble S'Klallam Tribe (the Tribe) recognizes trees, timber, and bark on its lands as vital, valuable Tribal resources requiring protection and preservation for the benefit of the Tribe and its members. Currently, the Tribe owns and manages approximately 1,800 acres of forest land.

2. Scope of Work

The Tribe is seeking proposals from qualified forest consultants to assist in the management of the Tribe's Forest lands, including selection and oversight of other forest contractors to complete maintenance activities (including road maintenance and design, and invasive species management) on tribal lands for 2025. These duties will include overseeing the implementation of the Tribe's Forest Management Plans, coordinating with selected contractors to plan and supervise forestry operations and closely communicating with the Tribe's Forest and Conservation Program Manager on progress as work progresses.

Consultation activities to implement scope of work include but are not limited to the following activities:

1. Review individual maps, forest management plans, security assessments and management recommendation reports for the following forest area locations:
 - On reservation Trust Lands-1289 Acres
 - Hansville Block-300 Acres
 - Miller Lake Property-235 Acres
 - Duckabush Property-47 Acres
2. Visit sites as needed on each property to assess, verify and/or report on work that is either upcoming or completed.
3. At a minimum, monthly meetings (virtually or in person) with Forest and Conservation Program Manager to provide updates.

4. Assist with the selection of any additional subcontractors to complete management duties.
5. Provide an annual report at the end of 2025 outlining completed forest management activities and provide recommendation report on 2026 activities.

Scope of work for the following management activities (six through thirteen) that may be subcontracted out are as follows:

6. Brush clearing and mowing
7. Management of forest roads
8. Removing invasive plants
9. Tree thinning with the goal of utilizing thinned trees for firewood for tribal elder community
10. Removing slash piles
11. Parking area design and construction
12. Security Assessments and routine spot checks
13. Other forest management activities as identified

3. Qualifications

- Consultants submitting a proposal should meet the following minimum qualifications:
- At least five years of previous experience conducting similar work.
- Knowledge of forestry operations, with a strong understanding of Washington State Forest practice rules, ecological timber management methods, forest conservation plans, invasive species and reforestation techniques.

Proposal Elements should include the following

- Proposed availability to conduct the needed work
- Hourly subcontract rate.
- Proposed, estimated budget breakdown to complete consultation activities and implementation of scope of work duties.
- A summary of education, experience, references, and other relevant qualifications.

4. Selection Process

The Port Gamble S'Klallam Tribe will review the proposals and select a qualified bidder according to the Tribal Purchasing Policy. Native-owned companies will be given preference, all other factors being equal. The selection will be made within 14 days of the RFP closing date.

Terms and Conditions:

The Port Gamble S'Klallam Tribe reserves the right to reject any or all proposals, to waive any irregularities or informalities in the submittal and evaluation process, and to withhold obligation to pay any costs incurred by respondents in the preparation and submission of a proposal. This solicitation does not guarantee the Tribe will accept or contract for any expressed or implied services.

Proposals must be delivered by U.S. mail or courier, attention to: Nikki Aikman, Forest and Conservation Program Manager, Natural Resources Department at 31912 Little Boston Rd. NE, Kingston, WA 98346. Proposals can also be emailed to: nikkia@pgst.nsn.us.

Questions or clarifications may be directed to PGST until February 24th to receive a response by February 28th. **Finalized proposals must be received by noon on March 18, 2025.** Direct any general questions regarding this request for proposals to Nikki Aikman at (360) 865-2678.

This Bidding Document can be obtained from the Tribal website at <http://www.pgst.nsn.us/>. Navigate to the "News" tab, then to the "Publications" tab. The position is listed as Forestry Operations Consultant.