

REQUEST FOR PROPOSALS

BID OPENS: June 5, 2025

BID CLOSE DATE: June 19, 2025

BID NUMBER: 25-06-3713GC

INVITATION: BLACK BEAR FIELD RESEARCH CREWS ON NAVAJO NATION

Navajo Nation Department of Fish and Wildlife is requesting proposals to provide two field teams to assist with the setup, maintenance, and take down of hair-snare sites across four survey grids during summer 2025. The selection will be based on overall price, familiarity with Chuska and Carrizo Mt regions, and performance and reliability of the of the proposers. NNDFW needs are outlined in this Request for Proposal (“RFP”).

The Navajo Nation is a sovereign government and all contracts entered into as a results of this RFP shall comply with Navajo Nation law, rules and regulations, including the Navajo Preference in Employment Act, and applicable federal laws, rules and regulations. The payment procedures established by the Division of Finance shall be adhered to and are to begin whenever goods are delivered and accepted.

CONTACT PERSON: Jess Fort, Wildlife Biologist

Navajo Nation Department of Fish and Wildlife

928-871-6489

jfort@nndfw.org

Jeff Cole, Wildlife Manager

928-871-6450

jcole@nndfw.org

If you have questions regarding the RFP, contact me at the number/email above.

After BIDs are received, the BIDs will be reviewed by the BID TEAM and a selection will be made. The selected vendor will be notified by Navajo Nation Department of Fish and Wildlife staff.

Bid Package (include BID Number) can be delivered to:

Grace Coan , Buyer

Purchasing Service Department

PO Box 3150

Window Rock, AZ 86515

(Must Identify BID# and Company Name on the Outside of all sealed Package/Envelope)

Please Submit an Original, and two (2) copies of your sealed bid

CONDITIONS GOVERNING THE INVITATION FOR BIDS:

Must have previous experience conducting wildlife research in the Chuska and Carrizo Mountain chain on Navajo Nation. Bidder be verified as being on the Navajo Nation Business Regulatory Listing, they will have an advantage. However, this does not guarantee BID award.

The Navajo Nation is not bound to enter into a contract under this RFP and may issue a subsequent RFP for the same purchase.

Since the Navajo Nation is a Sovereign government, all contracts entered shall comply with Navajo Nation law, rules, and regulations, as well as federal laws, rules, and regulations.

CONDITIONS GOVERNING THE PROCUREMENT:

Bid shall be effective on the date of award.

INSTRUCTIONS TO OFFERORS:

Visibly mark on the outside of the proposal package, if applicable, the offeror's priority status under the Navajo Nation Business Opportunity Act. It is the Responsibility of the offeror to identify themselves as certified under the Navajo Nation Business Opportunity Act.

SPECIFICATIONS:

This project will be led by University of Arizona PhD Candidate Deandra Jones, with technical and logistical support from Navajo Nation Department of Fish and Wildlife (NNDFW). The project aims to assess the current status of the black bear population on the Navajo Nation to contribute to effective habitat management while preserving Traditional Ecological Knowledge (TEK) and minimizing human-wildlife conflicts. By providing updated population data and habitat assessments, the project will guide conservation efforts to protect and restore critical habitats, thereby reducing losses to wildlife and their ecosystems. The study will involve conducting population surveys, collecting hair samples for DNA analysis, gathering TEK through interviews, and assessing human-bear conflicts via surveys. Hair collection will take place during the summers of 2024 and 2025.

NNDFW is seeking proposals for two field crews to perform the following field work summer of 2025:

1. Travel to and establish base camps at remote locations across the Chuska-Carrizo Mountain Chain
2. Install 70+ hair-snare survey stations according to provided protocols
3. Check and maintain snare stations throughout 5 separate survey periods; submit all hair samples to Deandra Jones upon collection
4. Remove all materials upon completion of each grid's sampling period
5. Work in coordination with NNDFW biologists and follow safety and data collection protocols

Proposal Requirements:

Must be able to provide staff for two separate field crews, 4x4 transportation, camping equipment, food, insurance for field teams and any equipment necessary to establish base camps near research sites. One-two days of orientation and training will be provided before field work begins; however, the field crew teams must be able to work independently from NNDFW and researcher Deandra Jones for the duration of the contract.

CLOSING REMARKS:

The BIDs will open on June 5, 2025 and close on June 19, 2025 at 5pm Mountain Time. RFPs received after the specified time will not be accepted. Please allow adequate time for delivery. If using a courier service, the proposer is responsible for ensuring delivery will be made directly to the required location.

Please include the W9 and the Debarment, Suspension and Contracting Eligibility Forms (attached below)

NAVAJO NATION CERTIFICATION
Regarding Debarment, Suspension, and
Contracting Eligibility

1. Applicant entity acknowledges that to the best of its knowledge that the Applicant entity, either in its present form or in any identifiable capacity, has not, in accordance with 12 N.N.C. § 361:
 - A. Been convicted of the commission of criminal offenses incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of any such contract or subcontract;
 - B. Been convicted of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or other offenses indicating a lack of business integrity or honesty, which currently, seriously, and directly affect responsibility as a Navajo Nation contractor;
 - C. Been convicted under antitrust statutes arising out of the submission of bids or proposals;
 - D. Violated contract provisions, including:
 - i. Deliberate failure, without good cause, to perform in accordance with the contract specifications or within the time limit provided in the contract,
 - ii. A recent record of failure to perform or of unsatisfactory performance with the terms of any contract, or
 - iii. Any other cause so serious and compelling as to affect responsibility as a Navajo Nation contractor, including debarment by another governmental entity.
2. Applicant acknowledges that if the Navajo Nation determines that the executed Certification provided herein is untrue or not wholly accurate, it shall be grounds for the Navajo Nation to terminate the contract and pursue other legal remedies, at the Navajo Nation's discretion.
3. Applicant certifies to the best of its knowledge that it is eligible to do business with the

Navajo Nation, in its present form or in any other identifiable capacity, pursuant to 12 N.N.C. § 1501 and 5 N.N.C. § 301. Applicant also acknowledges that per 12 N.N.C. § 1505, it will not be eligible to contract with the Navajo Nation if deemed ineligible by the appropriate department or entity of the Navajo Nation which receives the Applicant's request for consideration for a business opportunity.

Applicant Name

Name of individual signing on Applicant's behalf (print)

Applicant Address

Title of individual signing on Applicant's behalf

Applicant Address

Signature of individual signing on Applicant's behalf

Applicant Address

Date