

## Request for Proposal (RFP)

Confederated Tribes of the Umatilla Indian Reservation (CTUIR)  
Department of Natural Resources – Water Resources Program

### CTUIR Nonpoint Source Assessment Report and Management Plan

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#### Critical Dates

RFP Issued:	February 20, 2026
Clarification Request Deadline:	March 6, 2026, at 4:00 PM
Proposal Submission Deadline:	March 13, 2026, at 4:00 PM
Award Selection Notification:	March 20, 2026
Target Project Start:	April 1, 2026
Target Project Deadline:	December 31, 2026

# CTUIR Nonpoint Source Assessment and Management Plan

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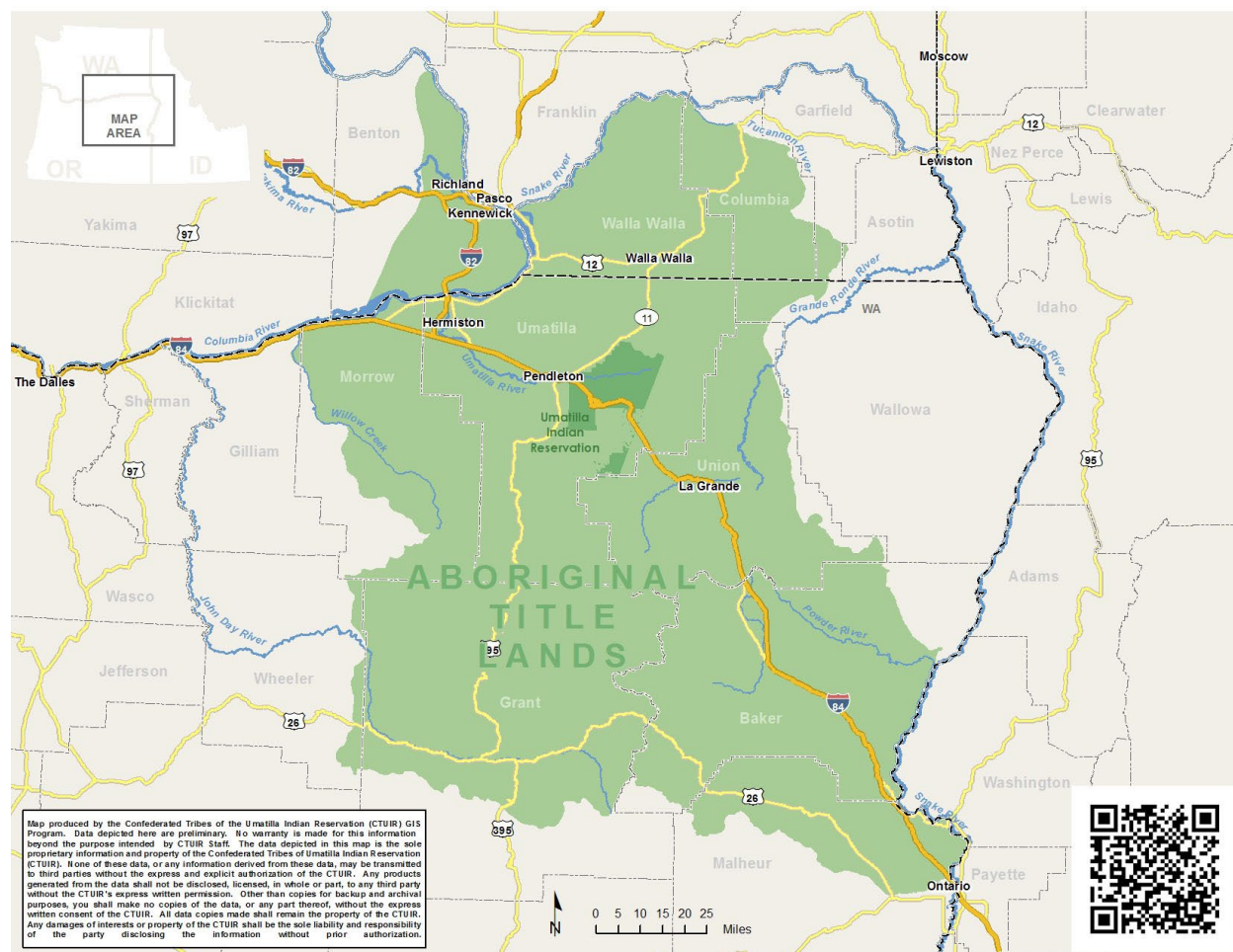
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### Background and Project Purpose

The Confederated Tribes of the Umatilla Indian Reservation (CTUIR) is located in northeastern Oregon and is home to three tribes: the Umatilla, Cayuse, and Walla Walla tribes (CTUIR, 2020). CTUIR has over 3,100 tribal members with many living on the Reservation. Figure 1 shows the Aboriginal Title Lands (light green) and current reservation boundaries (dark green). The reservation consists of 172,000 acres mainly within the Umatilla River watershed. CTUIR is located near several small communities including Pendleton, Adams, Athena, Weston, and Pilot Rock, which represent a combined population of over 20,000 people. CTUIR provides a broad range of services to its citizens and community, including management of natural resources, tribal health, First Foods, cultural resources, education, and economic development, as CTUIR is one of the largest employers in northeastern Oregon.

Figure 1. Aboriginal Title Lands



The basis for defining health of the eco-cultural system of CTUIR lands is known as *Tamánwit*, which is an unwritten natural law developed over 10,000 years of experience maintaining a balance between human and non-human systems, and practiced by the Umatilla, Walla Walla, and Cayuse since time immemorial (Schure et al., 2013). Protection of First Foods, principally water, is a cornerstone of *Tamánwit*. In 2007, the CTUIR Department of Natural Resources (DNR) adopted the following First Foods mission:

*To protect, restore, and enhance the First Foods – water, salmon, deer, cous, and huckleberry – for the perpetual cultural, economic, and sovereign benefit of the CTUIR. We will accomplish this*

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*utilizing traditional ecological and cultural knowledge and science to inform: 1) population and habitat management goals and actions; and 2) natural resource policies and regulatory mechanisms.*

To aid in achieving this mission, the CTUIR River Vision (Jones et. al, 2008) and Upland Vision (Endress et. al, 2019) describe the necessary touchstones for a functioning river system capable of supporting First Foods which include hydrology, geomorphology, connectivity, aquatic biota, and riparian vegetation. Reciprocity is a core value in maintaining the connectivity of these systems and is necessary to manage for a dynamic and resilient watershed while supporting the members of CTUIR to meet their cultural, spiritual, economic and physical needs (Quaempts et al., 2018).

The Confederated Tribes of the Umatilla Indian Reservation are committed to reducing toxics and other pollutants in the Columbia River Basin. CTUIR completed a Climate Adaption Plan that was adopted in 2022 by the Board of Trustees aimed at mitigating the effects of climate change and reducing pollution (Sanders et al., 2023). CTUIR has been working on a Level IV air contaminant inventory. Additionally, CTUIR seeks to reduce the load of point and nonpoint source contamination as identified in the Umatilla River Assessment and Action Plan. To expand on these efforts and achieve the goal of reducing contaminants to the Columbia River Basin, the Tribe is seeking to develop and implement a comprehensive nonpoint source plan for CTUIR. This work will support the Department of Natural Resources Water Resources Program, Fisheries Program, Energy and Environmental Sciences Program and the First Foods Policy Program to inform indigenous and Western science- based policy decisions that support First Foods, water quality and tribal health.

Since the Treaty of 1855, land use changes and resource extraction that followed have substantially impacted tribal people through environmental degradation and contamination. For CTUIR members and other indigenous people, ways of life are embedded in and emergent from the land. Contaminant free water, soil, and air is fundamental to the sustainable procurement of foods, medicines, tools, materials for housing, arts and personal care, which were guaranteed to the Tribes through the treaties in exchange for ceding vast tracts of land and resources to the federal government. Today, tribal members encounter a number of health disparities and hazards from maintaining their traditional livelihoods and cultures in ways that are often unaccounted for in conventional risk assessments (Harper et al., 2012). Federal, state, tribal and local agencies and organizations are working together to identify contaminant sources, such as those coming from roadways, railroads, cattle ranches, agriculture, campgrounds, mines, decommissioned coal power plants- many of which are in close proximity to sensitive waterways and First Food gathering areas (ODEQ, 2003, August). CTUIR lands, community and resources are also affected by contamination and cleanup actions resulting from vehicular accidents on the reservation. It has become imperative that CTUIR be an active participant during the consultation and on remediation actions under the Comprehensive Environmental Response, Compensation and Liability Act of 1980 (ODEQ, 2023, April). CTUIR involvement in every stage of evaluating sources of contamination, identifying routes of exposures for tribal members, assessing contaminant risk to cultural, physical, social, ecological and economic well-being, and prioritizing containment cleanup and pollution prevention actions is crucial to the health of First Foods, the CTUIR community and the Columbia Basin as a whole.

The purpose of this Request for Proposal (RFP) is to solicit proposals from various candidate organizations and provide the information necessary for an update of the 1994 *CTUIR Non-point Sources of Water Pollution Assessment and Management Program* document. This document is available for download at <https://ctuir.org/departments/natural-resources/water-resources/>. The proposed deadline for completion of the project is December 31, 2026.

A fair and extensive evaluation of proposals will be conducted based on criteria and review processes listed herein. The candidate that submits the highest scoring proposal and who best represents the goals and objectives of the CTUIR will be selected. The selected contractor will work closely with the CTUIR Program Manager and support staff, as well as the Tribal Water Commission.

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## Proposal Guidelines

This RFP represents the requirements for an open and competitive process. Proposals will be accepted by the Proposal Submission Deadline shown on the cover page of this RFP. Any proposals received after this date and time will not be reviewed; the sender will be notified as such. Submission of a proposal constitutes the contractor's affirmation that all terms and conditions contained in the proposal constitute a binding offer that shall remain firm for a period of ninety (90) days from the Proposal Submission Deadline. All proposals must be signed by an official agent or authorized representative of the contractor submitting the proposal.

The CTUIR shall not be held liable for any expenses incurred by RFP respondents prior to and during the selection process. This includes, and is not limited to, preparing and submitting proposals and participating in contract negotiations.

Contractors must submit written requests for clarification, in email, by the Clarification Request Deadline on the cover of this RFP. The CTUIR will not consider any requests submitted after the specified time period. Questions regarding this RFP and/or requests for clarification shall be sent to the administrative contact listed on the cover page. All respondents will be given access to CTUIR responses to questions. CTUIR may request clarification from RFP respondents on any portion of their proposal during the evaluation period.

If the organization submitting a proposal must subcontract any work to meet the requirements contained herein, it must be clearly stated in the proposal. Additionally, all costs included in the proposal must be all-inclusive for any work that will be subcontracted. Any proposals that call for subcontracting work must include the name and description of the organization(s) being subcontracted or clearly describe the approach that will be implemented for hiring subcontractor(s) following project initiation.

Proposals must contain all information requested in this RFP. The CTUIR will not consider additional information submitted after the Proposal Submission Deadline and may reject incomplete proposals.

Contract terms and conditions will be negotiated upon selection of the winning bidder for this RFP. All contractual terms and conditions will be included in a Professional Services Agreement (template attached) subject to review by the CTUIR Office of Legal Counsel.

### Required Proposal Components:

- Cover Letter
- Executive Summary
- Respondent Background and Qualifications - Individuals (e.g., consultants), organizations, and teams shall describe, at a minimum:
  - ownership structure
  - quantity of staff (part-time and full-time)
  - contractor/project partner network
  - area(s) of expertise and experience with similar projects
  - length of time in the industry
  - financial stability.
- Scope Statement and Approach: Discuss the work to be performed for each scope task, respective deliverables, assumptions, and constraints. The level of detail should be sufficient for reviewers to assess the feasibility of the proposed approach and gauge the bidder's level of project understanding.

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- Schedule: Provide a Gantt Chart or similar figure indicating the relative order of execution and duration of each project activity.
- Budget: The project budget must include all individual costs with a clear description summarized on a per task basis.
- Project Team - Specifically for staff that make up the project team, respondents shall provide, at a minimum:
  - Bio sketch and/or resume
  - respective project roles
- Full-time equivalents (FTEs) respective staff will dedicate to the project. Communications protocol that will be employed by project staff (internally, with project stakeholders, etc.) should also be addressed.
- Quality Assurance Statement: Provide a description of the protocols, measures, and processes that will be implemented to assure all final deliverables are completed to the highest degree of quality possible.

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## Project Scope

The Confederated Tribes of the Umatilla Indian Reservation (CTUIR) is seeking professional services to support the development of an updated Nonpoint Source (NPS) Assessment Report and Nonpoint Source Management Plan. This effort will provide a planning-level, evidence-based framework to support protection of water quality, First Foods, and treaty-reserved resources within the CTUIR lands.

The selected contractor will work in coordination with CTUIR Water Resources Program staff to review, synthesize, and summarize existing tribal, state, and federal information relevant to nonpoint source pollution. Work will build upon prior planning efforts, draft outlines, and materials previously developed by CTUIR, and will rely on the best available information provided by CTUIR and publicly available sources.

The scope of work includes project coordination and regular communication with CTUIR staff; review and synthesis of existing data and background materials; identification and description of known and potential nonpoint source pollution sources and pathways; and development of planning-level strategies and best management practice approaches to address nonpoint source pollution.

The contractor will prepare draft and final versions of both the Nonpoint Source Assessment Report and the Nonpoint Source Management Plan for CTUIR review and comment. Revisions will be made based on consolidated feedback provided by CTUIR.

This project is intended to support assessment, planning, and management strategy development only. It does not include new field data collection, monitoring, laboratory analysis, regulatory enforcement, or site-specific remedial design. Identification of point sources may be included for contextual purposes; however, the primary focus of the work will be on nonpoint source pollution consistent with EPA Section 319 program principles.

## Project Goals

The Nonpoint Source Assessment and Management Plan will support the following goals:

1. Identify existing and potential nonpoint source pollution sources and pathways affecting water quality and First Foods.
2. Summarize watershed-scale conditions relevant to nonpoint source pollution management.
3. Develop planning-level strategies and best management practice approaches to reduce nonpoint source pollution.
4. Support incorporation of tribal values and Traditional Ecological Knowledge (TEK) in nonpoint source planning.

## Project Tasks

The CTUIR Nonpoint Source (NPS) Assessment Report and Management Plan project will include the following tasks.

### Task 1 – Administration and Task Management

1. Contractor will adhere to all CTUIR policies and procedures and be respectful of the Tribal traditions and culture.
2. Contractor will ensure strict confidentiality and integrity of the tribal data during the project through a data sharing agreement.

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3. Contractor will submit monthly progress reports and updates to the Designated Contact as identified.
4. Contractor will hold monthly update/working meetings with CTUIR staff via Teams/phone. Meeting minutes will be kept and dispersed by Contractor.
5. Contractor will coordinate with the Designated Contact, or another Tribal contact appointed by the Designated Contact, for regular reviews and feedback on the work as needed.
6. Contractor will maintain all necessary documentation, licensing, and permits through the project duration as required.

### Task 2 – Digital Collection of Data Sources

1. Work with CTUIR Water Resources project staff to coordinate and plan the project as needed and identify tribal and other data as well as any supporting literature available.
  - Research, identify, and compile information that would be relevant to the management of both point and nonpoint sources in the Umatilla Basin and on the Umatilla Indian Reservation (UIR). This could include water quality data, watershed priorities, and historical or current watershed projects by tribal, state, and federal agencies.
2. Create a digital library of all the documentation and reports that are found and utilized in the project. This will include source identification for data and reports used in the plan.

### Task 3 – Nonpoint Source (NPS) Assessment Report

1. Obtain information about the Umatilla Basin and any impaired waterways related to water quality from tribal, state, and federal sources that might be used to inform the work.
2. Review the 1994 document from the CTUIR website and other state, tribal, and federal examples and templates to help determine the accepted format and content requirements for the updated final document.
3. The original document was developed before Water Resources did actual monitoring and sampling across the Reservation. Sections may need to be updated or removed depending on the relevance to current reporting standards and the availability of the specific data.
4. Complete a draft and final version of the NPS Assessment Report and provide to the Designated Contact review and comments.

### Task 4 – Nonpoint Source (NPS) Management Plan

1. Complete a draft and final version of the NPS Management Plan and provide to the Designated Contact for review and comments.



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### Deliverables

Table 1 summarizes the deliverables to be produced through completion of the tasks within the Project Scope.

Table 1. Nonpoint Source (NPS) Assessment and Management Plan Deliverables

Task	Associated Deliverable(s)
1	<ul style="list-style-type: none"><li>Monthly Progress Reports as invoiced to administrative contact.</li></ul>
2	<ul style="list-style-type: none"><li>List and summarize the point sources and non-point sources of contamination on the Reservation and Umatilla Basin.</li><li>Provide a digital library of data and sources referenced in the final Report and Plan.</li></ul>
3	<ul style="list-style-type: none"><li>Provide a draft Nonpoint Source (NPS) Assessment Report to the Designated Contact by October 1, 2026 for review and comments.</li><li>Finalize and deliver the complete NPS Assessment Report by December 31, 2026, to the Designated Contact.</li></ul>
4	<ul style="list-style-type: none"><li>Provide a draft NPS Management Plan to the Designated Contact by December 1, 2026 for review and comments.</li><li>Finalize and deliver the NPS Management Plan by December 31, 2026, to the Designated Contact.</li></ul>

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### Subcontracting Process

In cases where the selected prime contractor will solicit services from qualified subcontractors, the prime contractor shall use an RFP developed with CTUIR input. A complete subcontractor RFP packet will also be prepared and provided to the CTUIR for consideration. Complete subcontractor RFP packets will contain the subcontractor RFP, no less than three (3) acceptable (i.e., complete) respondent proposals along with companion scores and reviewer notes, plus a written summary of proposal scores with selection recommendation for CTUIR consideration. Written authorization from the CTUIR must be provided before subcontractor costs are incurred.

### RFP and Project Timeline

#### RFP Timeline

The closing date for proposal submissions is listed on the front cover under Proposal Submission Date. Evaluation of proposals will be conducted within one (1) week of the Proposal Submission Deadline. If additional information or discussions are needed with any bidders during the proposal evaluation period, those bidder(s) will be notified. After the proposals are evaluated, a formal request will be made to obtain funding from the CTUIR Board of Trustees for the dollar amount proposed in the selected proposal. If the funding amount is unavailable at that time, select components of the highest rated proposal, or a less expensive proposal, may be selected. If no funding is available at that time the bidders will be notified that the project will not commence.

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The winning bidder will receive a Tentative Award Selection Notification issued no later than the date indicated on the cover of this RFP. Bidders not selected will be notified within three (3) weeks of the Award Selection Notification date. Upon notification, contract negotiations with the winning bidder will begin immediately and conclude as soon as practically possible with intent to initiate project work no later than the Target Project Start Date indicated on the cover of this RFP. The CTUIR may terminate negotiations with the highest ranked bidder if a mutually agreeable contract is not completed within a reasonable timeframe. The CTUIR will then enter into negotiations with other RFP respondents in order of next highest-ranking proposal. However, if negotiations continue to fail, the CTUIR may formally terminate the solicitation.

### Project Timeline

The Target Project Start Date has been set in consideration of the RFP process and internal contracting procedures as set forth in CTUIR Fiscal Management Policy Part VII (Procurement). The Target Project Deadline was set based on the estimated amount of time required to complete all scope tasks.

### Budget

All proposals must include individual costs for completing all tasks described in the project scope summarized on a per task basis. Specifically, individual costs to include in proposed budgets for each task are:

- hourly rates for staff,
- estimated task completion time (e.g., number of hours),
- salaries/labor total,
- travel expenses, and
- other/miscellaneous expenses (e.g., supplies and materials, overhead, etc.).

Additionally, proposal budgets shall be accompanied by a supplementary budget narrative clearly describing costs associated with each task.

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### Bidder Qualifications

Qualifications of individuals, organizations, and teams responding to this RFP will be evaluated primarily based on proposal contents and must be deemed adequate. Proposals should include the following, where applicable:

- Demonstrated experience in nonpoint source water quality assessment, watershed planning, or environmental planning, including the ability to analyze and synthesize existing biological and chemical data and apply appropriate quality assurance practices for planning-level work.
- Experience working with Alaska Native and/or Native American Tribes, including familiarity with culturally sensitive resources and incorporation of Tribal values and Traditional Ecological Knowledge, where appropriate.
- Evidence of successful and timely completion of past projects with scope similar to this RFP, including relevant reports or publications.
- Contact information for at least one past client who may serve as a reference (additional references are encouraged).
- Willingness to enter into a CTUIR Professional Services Agreement and provide required insurance, including a Certificate of Liability Insurance naming CTUIR as an additional insured.

### Proposal Evaluation Criteria and Submission Instructions

Proposals will be evaluated based on the following criteria (100 total points available). Key factors influencing scores include quality and comprehension, feasibility, identification of and solutions to potential challenges and risks, and overall value. The proposal scoring rubric is provided in Table 2.

Table 2. Proposal Scoring Rubric

Proposal Component	Points
Respondent Background and Qualifications	25
Scope Statement and Approach	45
Schedule	12.5
Budget	12.5
Project Team	5
Total Points Available	100

Proposals must be submitted no later than the Proposal Submission Deadline, Pacific Standard Time (PST) shown on the cover of this RFP to be accepted. Submit proposals in PDF format electronically via email to the CTUIR contact(s) shown on the cover of this RFP with the subject containing the name of the candidate prime recipient followed by "Response to RFP for CTUIR Nonpoint Source Assessment and Management Plan". Upon receiving submittals, RFP respondents will be issued a notification of receipt confirmation by the CTUIR project manager. Proposals delivered by conventional mail (hardcopy) or facsimile will not be accepted.

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### References

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