

## **REQUEST FOR PROPOSAL**

### **Confederated Tribes of the Umatilla Indian Reservation (CTUIR) Department of Natural Resources WILDLIFE PROGRAM**

**Date: 8/7/2025**

**Project Title/Number:** Irrigation System Improvements and Repairs at Wanaket Wildlife Area

**Delivery Date:** Project is scheduled to begin **September 19, 2025** (approximate) and to be completed by **December 31, 2025**.

**To:** Prospective Contractor

**Subject:** Wanaket Wildlife Area Irrigation System Request for Proposal

Please submit proposal via email to:

Lindsay Chiono, Wanaket Wildlife Area Project Leader

**Email:** [lindsaychiono@ctuir.org](mailto:lindsaychiono@ctuir.org) (please CC [raeanneatman@ctuir.org](mailto:raeanneatman@ctuir.org))

Proposals will be received until 4:00 pm prevailing local time on **September 5, 2025**. Proposals shall be labeled in email subject line with "Proposal for interior construction work at shop/office at the Wanaket Wildlife Area." A contractor will be selected by **September 12, 2025**.

A **site tour** is scheduled for **August 15, 2025 at 9:00 AM**. Interested parties will meet at Wanaket Wildlife Area's main check station parking lot (31440 Hwy 730, Umatilla, Oregon 97882). Please contact Rich Scheele (cell: 541-377-8578, [richscheele@ctuir.org](mailto:richscheele@ctuir.org)) if an alternative tour date is desired.

By submission of a proposal the contractor agrees, if the proposal is selected, to enter into a contract with the Confederated Tribes of the Umatilla Indian Reservation, Department of Natural Resources and to complete all work as specified in the proposal for the proposed costs and within the contract time frame indicated in this RFP.

The proposal must be arrived at independently and be prepared in accordance with the enclosed instructions. To assist in developing a proposal, all contractors are encouraged to participate in a site tour.

The contract will be awarded based on ranking criteria, detailed below with fair consideration given to Indian-owned, other minority, woman or disabled-based enterprises.

Contractors should be advised that, prior to award of any contract, the CTUIR Department of Natural Resources Wildlife Program reserves the right to conduct a pre-award survey for the purpose of

determining the contractor's responsibility and capacity to perform the contract. This survey may include review of prior subcontracting agreements, financial capacity, and quality of work performed on other contracts.

All proposals must be signed and dated; if a joint venture is submitting the proposal, each joint venturer must sign the proposal. All proposals must include Proposal # **487-025/RFP01**.

In order to ensure maximum fairness to all contractors, any and all pertinent questions regarding the attached RFP must be submitted via email by 4:00 p.m. prevailing local time on **August 25, 2025** and directed to:

Lindsay Chiono  
**Email: [lindsaychiono@ctuir.org](mailto:lindsaychiono@ctuir.org)**  
(541) 215-7752

Responses to all questions received will be distributed to all contractors who've demonstrated interest in the project (by attending the bid tour or contacting CTUIR staff) on August 29, 2025.

Sincerely,

RaeAnn Oatman  
Administrative Manager, DNR  
cc: Lindsay Chiono, Wanaket Project Leader

**Attachments:**

- Project Description
- Scope of Work
- Required Submission Information
- Selection Criteria
- Proposal Sheet
- Appendix: Maps and Figures

## **PROJECT DESCRIPTION AND LOCATION**

The Confederated Tribes of the Umatilla Indian Reservation (CTUIR), Department of Natural Resources Wildlife Program is requesting proposals for irrigation system improvements and repairs at Wanaket Wildlife Area. The work site is approximately 8 miles north of Hermiston, Oregon at 31440 U.S. 730 in Umatilla, Oregon, 97882. CTUIR will evaluate all received proposals based on submitted work plan, pricing, company references, and Indian preference (if applicable). CTUIR will negotiate with the highest ranking contractor to finalize the work plan and pricing. CTUIR is willing to consider approaches and materials that differ somewhat from the Scope of Work detailed below – if an alternative approach is preferred, please explain in the submitted work plan. Contractor may describe and price out multiple options to allow CTUIR to weigh the costs and benefits of each.

## **SCOPE OF WORK**

CTUIR's Wildlife Program is seeking proposals for irrigation canal water control structure maintenance and improvements at the Wanaket Wildlife Area, 21440 Hwy 730, Umatilla, OR.

The principal components of the work to be performed consist of the following:

**Task 1:** Fabrication and installation of 26 water control stop gates to replace existing stop gates

Stop gates on existing water control structures have rusted and require replacement (Figures 1 and 2). Existing gates are composed of handled, locking slides with gate frames. CTUIR prefers galvanized or stainless steel for frame, slide, and fastener materials.

**Task 2:** Fabrication and installation of 2 boarded cross regulators

Two new concrete irrigation-channel-spanning cross regulators are desired, at locations CRD1 and SW02b (see Map 2). Each structure should measure approximately 10' L x 8' W x 3' H. Existing cross regulators at Wanaket use removable boards to control water movement (see Figures 3 and 4 for examples).

**Task 3:** Fabrication and installation of 1 headgate (with 2 stop gates – included in total for task 1)

See Figures 5-7 for examples of similar headgates present at Wanaket. The structure will be approximately 5' wide and 3' tall with 2' wings on all sides. Structure will include holes for water passage and 2 handled water control stop gates.

**Task 4:** Removal and replacement of existing concrete spillway

The existing spillway located at water control structure SM03 has begun to wash out (Fig. 8). Replacement will require removal of the existing concrete and pouring new concrete. The new spillway should measure approximately 4' L x 4' W x 3" thick.

Table 1. *Summary of work to be contracted at each location (see Map 2 for locations)*

Site	Work Description	Stop Gates (#)
CRD1	Fabricate and install new boarded cross regulator	0
M01	Replace water control stop gate	1
M02	Replace water control stop gate	1
M03	Replace water control stop gate	1
M03b	Fabricate and install new headgate with 2 water control stop gates	2
M04	Replace water control stop gate	1
M05	Replace water control stop gate	1
M06	Replace water control stop gate	1
M07	Replace water control stop gate	1
M08	Replace water control stop gate	1
M09	Replace water control stop gate	1
M10	Replace water control stop gate	1
SM03	Replace concrete spillway and 3 water control stop gates	3
SM04	Replace 3 water control stop gates	3
SM05	Replace water control stop gate	1
SM05	Replace water control stop gate	1
SM06	Replace 3 water control stop gates	3
SMO1	Replace water control stop gate	1
SW02	Replace water control stop gate	1
SW02b	Fabricate and install new boarded cross regulator	0
SW03	Replace water control stop gate	1
	<i>Total</i>	26

## **REQUIRED SUBMISSION INFORMATION**

The following information must be included with the proposal:

1. Plan for completing desired work. Include detailed description of proposed work and materials to be obtained and installed. Provide detailed pricing for materials and labor on enclosed Proposal Sheet or on another table.
2. Brief document or statement describing anticipated timeline and outline of resources available to the company to complete proposed work (e.g. staffing).
3. Brief company description (including personnel and resources)

## **SELECTION CRITERIA**

Proposal selection will be completed by a review team. The following selection criteria, in descending order of importance, will be used to evaluate the content of the proposal package on a weighted scoring method:

- I. **Plan for Completing Project: 40 points**
  - a. Plan and timeline for completion meet the needs of CTUIR (45)
- II. **Cost: 40 points**
  - a. Lowest price will be considered for completion of all tasks (40).
- III. **Project Management and Personnel Qualifications: 15 points**
  - a. Previous experience the project manager and personnel have had in this type of work (5);
  - b. Company resources available to the project manager (including specific expertise, equipment, and specialized field equipment) (10)
- IV. **Indian Preference: 5 points**

To qualify for Indian preference, contractor must meet these factors:

  1. Membership in a federally recognized Tribe;
  2. Indian Ownership of 51% or more;
  3. Indian Control;
  4. Indian Management;
  5. Financing obtained by Indian person;
  6. Equipment obtained by Indian person

The CTUIR reserves the right to contract all or portions of the work to individual contractors. Upon completion of the review and ranking process, the CTUIR will negotiate with the top-ranked contractor for contract scope and price. The negotiated contract will be based on fair and reasonable compensation for the services required.

## PROPOSAL SHEET

Proposal # **487-025/RFP01**

Date: \_\_\_\_\_

Proposals should include:

- 1) Documentation requested in the Required Submission Information detailed on page 5.
- 2) Pricing information shown in the example below (you may revise the formatting of the table, or submit multiple tables reflecting alternative approaches/materials).
- 3) Submitter contact information, signature, proposal expiry date, and conditions (as shown below)

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Item #	Item Description	Labor Cost Per Unit	Labor Subtotal	Materials Cost Per Unit	Materials Subtotal	Total Cost
1	Fabricate and install 26 water control stop gates to replace existing stop gates	\$	\$	\$	\$	\$
2	Fabricate and install of 2 boarded cross regulators	\$	\$	\$	\$	\$
3	Fabrication and installation of 1 irrigation headgate	\$	\$	\$	\$	\$
4	Remove and replace existing concrete spillway	\$	\$	\$	\$	\$
<b>Total Cost</b>						\$

Project Title: Fabrication and installation of water control structures at Wanaket Wildlife Area

CONTRACTOR NAME: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature)

Title: \_\_\_\_\_

Proposal and Pricing Valid for \_\_\_\_\_ days

Conditions that may make this proposal invalid:

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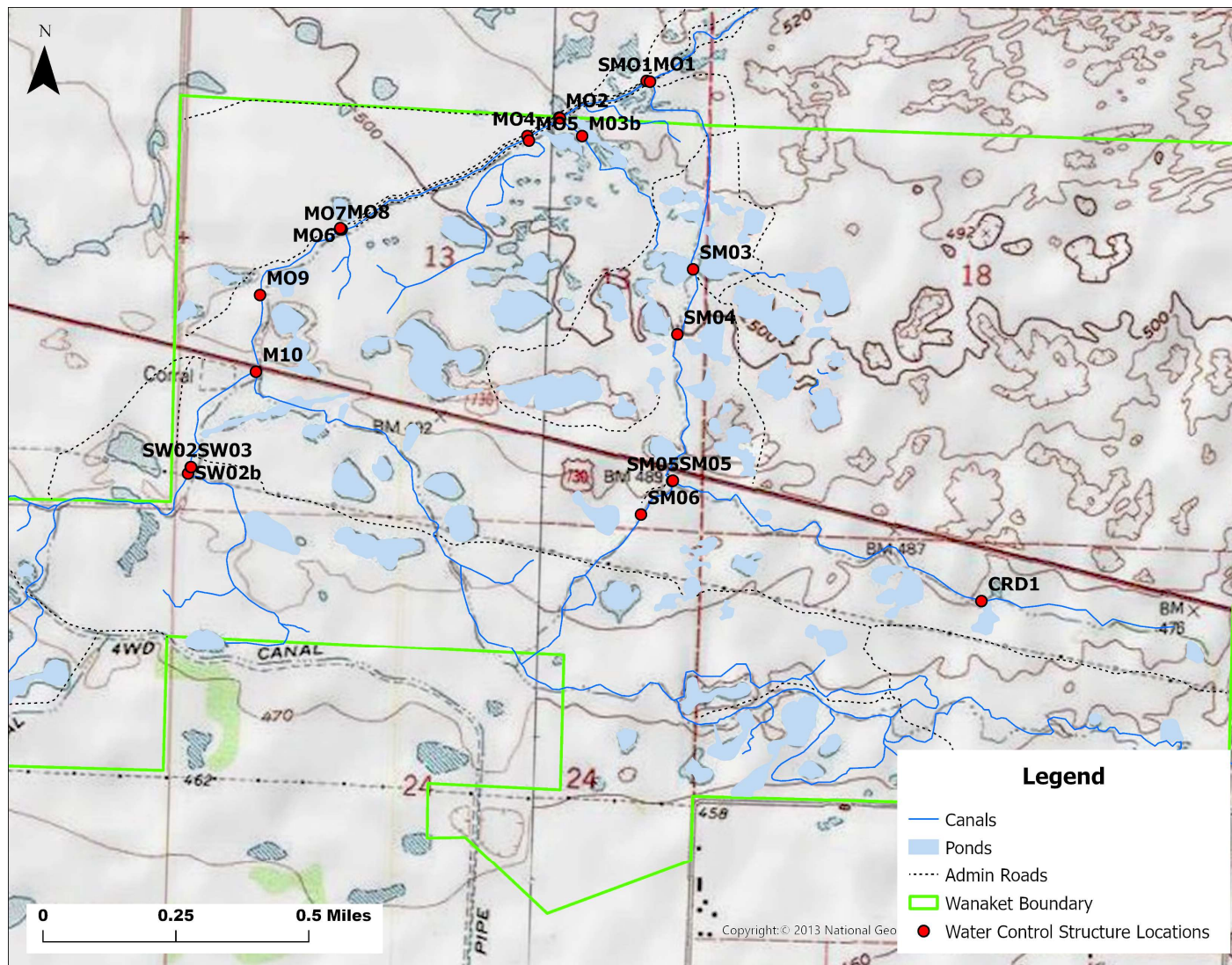
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**Map 1.** Location of Wanaket Wildlife Area





**Map 2.** Water control structure locations at Wanaket Wildlife Area. All structures are pre-existing except CRD1, M03b, and SW02b, where new structures are to be built.





**Figure 1.** Example of water control stop gate in closed position (at water control structure M05).



**Figure 2.** Example of water control stop gate in open position (at water control structure SM01)





**Figure 3.** Example of irrigation canal cross regulator with removable boards, to be installed at CRD1 and SW02b (Task 2)



**Figure 4.** Example of irrigation canal cross regulator (removable boards not shown), to be installed at CRD1 and SW02b (Task 2)





**Figure 5.** Example of headgate structure, to be installed at M03b (Task 3)



**Figure 6.** Example of headgate structure, to be installed at M03b (Task 3)





**Figure 7.** Example of headgate structure to be installed at M03b (Task 3)



**Figure 8.** Water control stop gate and “spillway”, both to be replaced, at M03b (Tasks 1 and 4)