

# LEECH LAKE BAND OF OJIBWE

ST. REGIS SUPERFUND SITE & CITY OF CASS LAKE REDEVELOPMENT RFP#2021-65



## Soliciting Party

**Client:** Leech Lake Band of Ojibwe

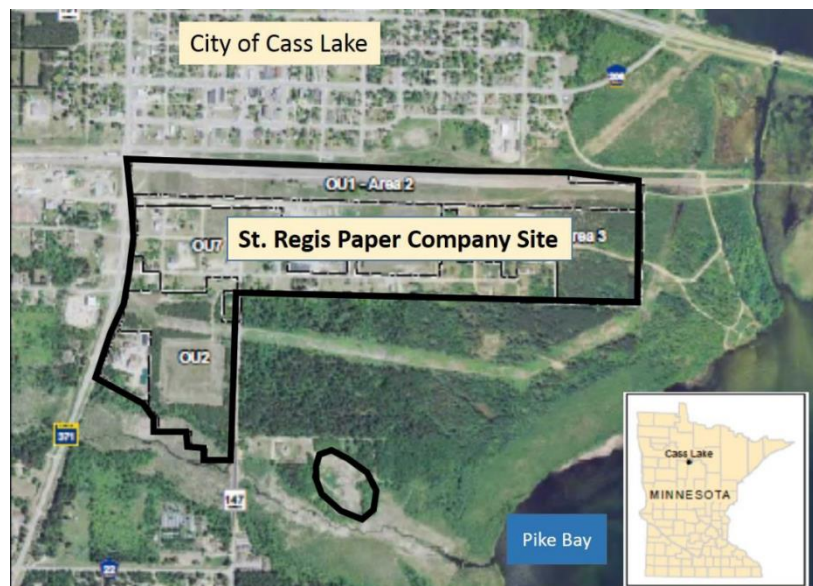
**Address:** 190 Sailstar Drive NW, Cass Lake, MN, 56633

**Phone:** (218) 335-8200

## Construction Site

**Address:** 15756 State 371 NW, Cass Lake, MN 56633

**Phone:** Ben Benoit



## BACKGROUND INFORMATION (SEE FIGURE 1)

The Leech Lake Band of Ojibwe is a federally recognized Indian Tribe whose homeland includes the Leech Lake Indian Reservation (Reservation). The Tribal government is headquartered in the City of Cass Lake, MN. The St Regis Superfund Site has been listed on the National Priorities List since 1985 and is the only superfund Site wholly contained within an Indian Reservation. The City of Cass Lake, MN is the population center of the Reservation and a large percentage of Tribal Citizens reside within the City of Cass Lake and the surrounding area. In 2019 the Leech Lake Band of Ojibwe constructed a new Casino hotel, Cedar Lakes, within the City of Cass Lake in an effort to increase the economic opportunities in Cass Lake.

The Leech Lake Band of Ojibwe is committed to continued economic development in Cass Lake and implementing a post-remediation Homeland Restoration development plan that achieves the Tribe's goals of revitalizing commercial, industrial and residential districts to provide for future generations. The long-term presence of the St. Regis Superfund Site negatively affects the community's ability to recruit and retain businesses, and attract short-term tourism, as well as long-term residents. With the assistance of the USEPA Brownfields technical grant and a self-funded initiative, the Leech Lake Band of Ojibwe is in process to develop a Homeland Restoration plan for the St Regis Site that provides focus and direction to guide EPA's ongoing remedial actions.

The Homeland Restoration Plan is also intended to prioritize opportunities for economic revitalization areas both within and surrounding the St Regis Site. The plan will use such tools as a property inventory, prioritization and assessment of environmental conditions to address preservation and reuse of the properties located within selected redevelopment areas. The redevelopment plan contemplated in response to this request for proposals is intended to be incorporated as a substantial component of the Homeland Restoration Plan that will provide options for the Tribe to choose from to accomplish redevelopment goals for the Site.

## RFP OVERVIEW AND PURPOSE

The Leech Lake Band of Ojibwe (Tribe) is seeking proposals from highly experienced Environmental Engineering, Civil Engineering and Architectural Design firms to develop a comprehensive plan for redevelopment of the St. Regis Paper Co. Superfund Site that includes:

- 1) Remediation of contaminated surface soils within all operable units of the Superfund Site.
- 2) Redevelopment of the Superfund Site to achieve goals established by the Tribe and City of Cass Lake
- 3) Redevelopment of the City of Cass Lake including brownfield sites adjacent to the Superfund Site.

The successful response to this request for proposals ("RFP") will provide a proposal for redevelopment plan options for remediation and post-remedial implementation of redevelopment goals identified through community engagement and developed cooperatively with the Tribe and City.

The redevelopment goals are intended to protect the Tribe's cultural and spiritual values, the health of the Reservation population, and generate opportunities for businesses to develop quality jobs and economic growth, while returning the property or properties to productive, tax paying use, in alignment with local land use goals and consistent with Tribal and Federal regulations.

If your company or organization is interested in providing such goal-oriented redevelopment planning services, please submit a proposal in accordance with the procedure and schedule in this RFP.

### 1. General Requirements

Proposals received after the scheduled date/time will not be considered. All supporting materials and documentation must be included with the proposal. The responsibility of timely delivery lies solely with the proposer. Faxed and e-mailed proposals are not acceptable.

The Leech Lake Band of Ojibwe reserves the right to reject any and all proposals, to waive any irregularities in a proposal, or to accept the proposal(s) which in the judgment of proper officials, is in the best interest of the LLBO. The LLBO reserves the right to accept a part or parts of a proposal unless otherwise restricted in the RFP or issue subsequent Requests for Proposal. The LLBO reserves the right to approve or reject any sub-Contractors proposed for work under this proposal or waive any minor irregularities.

The LLBO reserves the right to select the successful proposer on the basis of proposals received, without seeking further information for clarification from proposers. Upon review of proposals, the LLBO may designate the most qualified proposals as finalists. These finalists may be invited to make oral presentations and participate in a question and answer session with the LLBO. The LLBO shall have the right to visit selected user sites, should this be deemed necessary.

All applicable Tribal, federal, state, and local laws regarding competitive bidding, anti-competitive practices, and conflict of interest shall be applicable to this RFP.

The LLBO does not guarantee that any contract will be awarded as a result of this RFP. In the event that a contract award is made but the contract is not executed, the LLBO does not guarantee that the contract will be re-awarded.

## 2. Selection Process

A. The Leech Lake Band of Ojibwe reserves the right to accept or reject any or all proposals.

B. Five Copies of your proposals shall be submitted to:

Adam Nason, Purchasing Manager

190 Sailstar Drive NW

Cass Lake, MN, 56633

(218) 368-4134

[adam.nason@llojibwe.net](mailto:adam.nason@llojibwe.net)

C. Questions Related to the RFP and its requirements can be addressed to:

Ben Benoit, Environmental Director

190 Sailstar Drive NW

Cass Lake, MN, 56633

Cell-(218) 513-1275

Office-(218) 335-1275

[ben.benoit@llojibwe.net](mailto:ben.benoit@llojibwe.net)

D. All bids must be sealed

## 3. Project Scope

The Leech Lake Band of Ojibwe seeks an independent contractor to develop a redevelopment plan for the St. Regis Superfund Site and adjacent brownfields sites, to include the historical downtown district of the City of Cass Lake. The plan should coincide and take advantage of opportunities created by implementation of the EPA contaminated soil remedy for residential properties within the Site and future Site remedies for the St. Regis Superfund Site. The ideal plan will align with the Tribe's long-term planning goals by providing redevelopment options that remove all institutional controls and deed restrictions from Site properties.

The Leech Lake Band of Ojibwe requests statements of qualification and a proposal for Site planning for redeveloping the St. Regis Superfund Site and historical downtown district of the City of Cass Lake. This work will be completed in cooperation with the Leech Lake Band of Ojibwe as part of its USEPA Brownfields technical grant. All work that is completed shall conform to respective USEPA Brownfield requirements, be consistent with LLBO Hazardous Substances Control Act (HSCA) and applicable Tribal policy goals. Copies of HSCA available upon request.

Respondent qualifications and proposals should address the following major work items:

1. Site Reuse and Marketability

Propose reuse and development opportunities based on Site's key assets, area market demand, and future needs based on related redevelopment goals. Compatibility with residential neighborhoods, Tribal planning and City of Cass Lake planning are important considerations.

2. Site Remediation, Green Infrastructure and Recreation  
Outline concepts for remediation of contaminated surface soils for the St. Regis Superfund Site, providing Environmental Engineering and Civil Engineering expertise and Architectural design services to design potential plans that meet designated redevelopment goals.
3. Development Strategies  
Encourage inter-jurisdictional approaches among leading stakeholders within the redevelopment area: The City of Cass Lake and the Leech Lake Band of Ojibwe.

#### 4. Required Proposal Content

All brochures and supplemental documentation shall be included with the original and all requested copies. If not, the proposal may be considered as non-responsive. Due to funding sources, the proposal narrative should be broken into: (1) superfund related activities and (2) City of Cass Lake brownfield and revitalization activities (see figure 1). RFP applicants are required to submit the following information in their proposal:

- A. Proposal Narrative: A proposal narrative explaining the overall strategy to be taken toward completion of the project, how each of the major work items listed will be carried out and any recommended changes in the project scope as presented in this RFP.
  1. Identification and integration of community inputs regarding redevelopment options for the St. Regis Superfund Site. (1)
  2. Identification of Brownfield sites within City of Cass Lake and plan for outreach to solicit information for integration of community inputs regarding redevelopment options for the brownfield properties within the City of Cass Lake. (2)
  3. Superfund Site reuse and remediation plan. (1)
    - i. Comprehensive remedial design for all contaminated soil consistent with the Level 1 PRG identified by EPA in the OU7 ROD.
    - ii. Planning options should include consideration of off-site and on-site disposal, including cost benefit analysis for various on-site contamination storage and off-site disposal options.
    - iii. Redevelopment planning options focused on achieving goals established through community engagement, specifically:
      1. Site reuse and marketability
      2. Green infrastructure
      3. Recreation and Tourism
  4. City of Cass Lake reuse and revitalization plan. (2)
    - i. Reuse/redevelopment options for brownfield sites in City of Cass Lake.
    - ii. Overall redevelopment goals and plans for the City of Cass Lake.
    - iii. Green Infrastructure considerations.
  5. Identification of opportunities for grants and other funding sources. (1 & 2)
  6. Identification of potential community, institutional, and corporate partners for recommended projects. (1 & 2)
  7. Presentation of the potential conceptual layout for each identified redevelopment option. (1 & 2)
  8. Schedule of preliminary and final deliverables within a 12 month timeframe. (1 & 2)
- B. Qualifications:  
Brief statement of qualifications together with appropriate supplemental information demonstrating qualifications of the firm and the key personnel identified to undertake the proposed project. Please indicate the number of years the firm and the key personnel have been involved in projects requiring a similar set of skills and expertise.
- C. Project Budget/Cost Proposal:  
Submit a detailed scope of work for the services to be provided within the fixed price budget for the proposed consulting services (the Work). The Work includes major task time and cost estimates for deliverable written products as well as personnel and non-personnel costs. Bids should be confined by project budgets which are limited at \$30,000 for Superfund activities and \$25,000 for City of Cass Lake related activities.

- D. Letter of Transmittal:  
The proposer shall provide a transmittal letter with authorizing signature for the proposal. The letter must briefly summarize the vendors ability and willingness to perform the services required by the RFP. The letter must be on the form provided in Exhibit A.
- E. Company Profile and Background. Provide the following information:
1. Location – The street address of the proposer’s company headquarters.
  2. Local Office of Proposer – Provide the location of the proposer’s office nearest to the St. Regis Superfund Site in Cass Lake, Minnesota. Include the local office, a contact name, address, telephone, and fax numbers.
  3. Company’s Primary Business – State the proposer’s primary business, the number of years in the proposer’s industry, and the number of employees assigned to these related activities.
  4. State the legal make-up of your company: sole proprietorship, partnership, corporation, etc.
- F. Key Personnel Information.  
Provide the name, title, mailing address, telephone number and e-mail address of the persons who will function as the LLBO’s primary contact and back-up contact person. Provide brief resumes/qualifications of personnel who will be primarily involved in this project. Include any certifications earned, special training taken, and memberships in professional groups. Complete Form found in Exhibit A.
- G. References: Provide a list of references. The LLBO is particularly interested in contacting your Tribal and local/state governmental clients within the state of Minnesota.

## 5. Evaluation criteria

The selection committee will evaluate each proposal submitted based on the following criteria. After receipt and review of the written proposal, the LLBO may elect to have the proposal presented in person, or by video conference call and/or request clarifications submitted in writing.

Proposers shall not assume that any information shared with the LLBO prior to this RFP will be considered in the evaluation process of this RFP. The evaluation team may or may not have prior knowledge of any discussions and processes. Evaluations will be completed on the information submitted in response to the RFP only.

**Respondents to this RFP will be reviewed by an evaluation committee as established by the Leech Lake Band of Ojibwe based on the following criteria:**

1. **Responsiveness/Completeness.** Level to which the Respondent has demonstrated understanding of the project and the needs represented by the RFP. Proposal contains all required components identified in this RFP, including compliance with all items listed in scope of work, required proposal contents and budgetary constraints.
2. **Environmental Engineering & Redevelopment Experience/References.** Respondent’s project team qualifications and recent and related experience remediating and redeveloping sites with environmental contamination. Respondent’s relative experience in the Midwest with similar site conditions as those found at this location.
3. **Strength of Site-Specific Proposals.** Respondents proposed schedule, community engagement process, process to ensure alignment with local government planning, strategy for local government engagement through process and overall project strategy as outlined in scope of work.

## 6. Suggested timeline (guide only, times/dates are subject to change)

- A. Timeline for submittal process
- 5/8/2021– RFP Issued
- 7/5/2021 – Deadline for questions
- 7/7/2021 – Proposals Due (by 2:00 PM)

8/1/2021 – Interviews

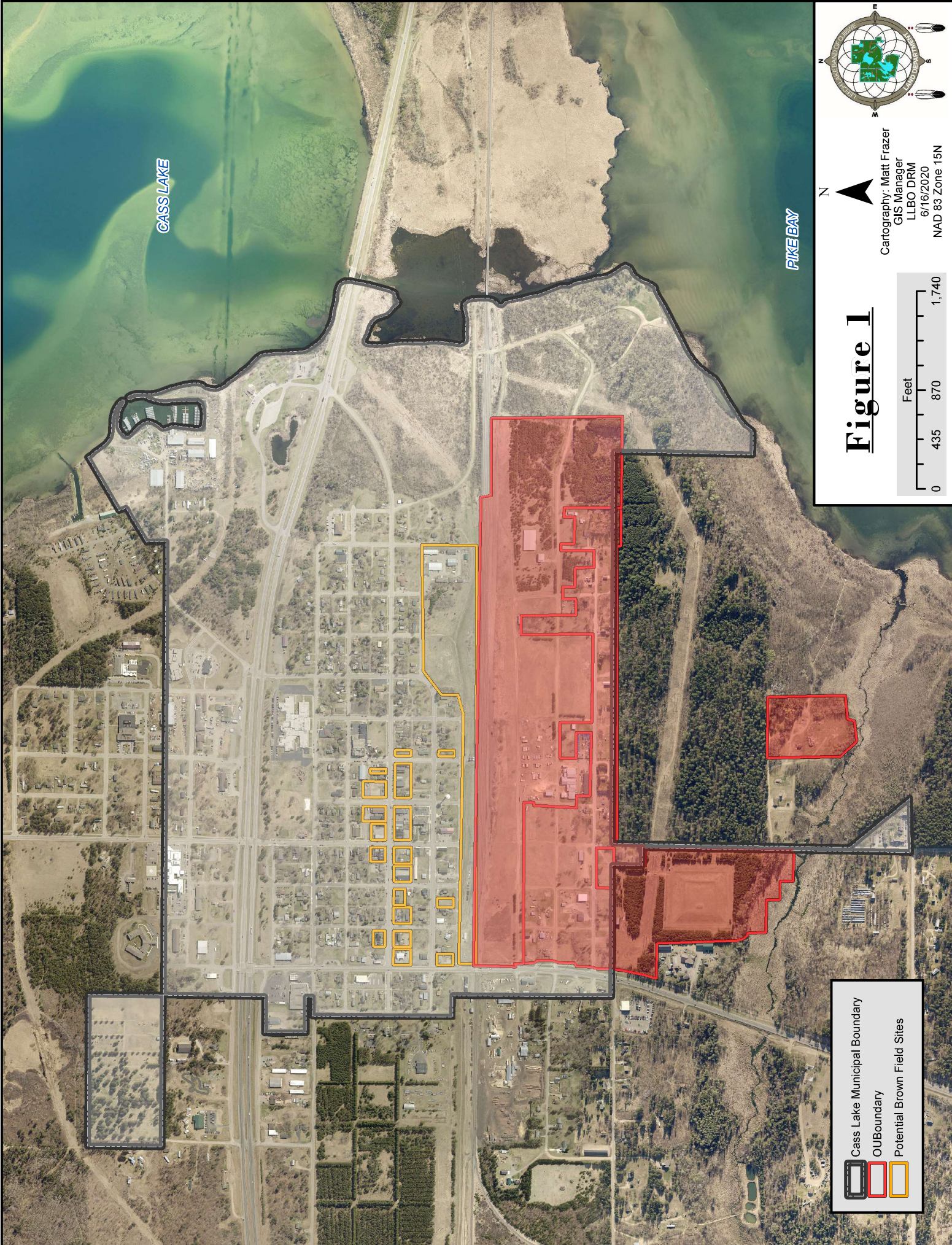
9/1/2021 – Selected company notified

## 7. Appendix

A copy of this proposal may be found at LLBO's Environmental Department website. Additional resources can be found at:

1. EPA St. Regis Paper Co. Cass Lake, MN home page-  
<https://cumulis.epa.gov/supercpad/cursites/csinfo.cfm?id=0503781>
2. Leech Lake Band of Ojibwe home page-  
<http://www.llojibwe.org/>
3. Leech Lake Band of Ojibwe Environmental Department homepage-  
<http://www.llojibwe.org/drm/environmental/environmental.html>
4. EPA Brownfields home page-  
<https://www.epa.gov/brownfields>
5. City of Cass Lake, MN  
<http://ci.casslake.mn.us/index.html>
6. Cass County, MN  
<http://www.co.cass.mn.us/index.php>

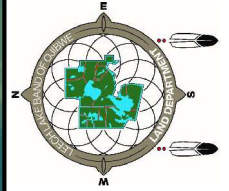




CASS LAKE

PIKE BAY


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Cartography: Matt Frazer  
 GIS Manager  
 LLBO DRM  
 6/16/2020  
 NAD 83 Zone 15N

**Figure 1**



-  Cass Lake Municipal Boundary
-  OUBoundary
-  Potential Brown Field Sites