



2872 Mission Drive, Shelbyville, MI 49344 | {p} 269.397.1780 | [glt-nsn.gov](http://glt-nsn.gov)

**Request for Proposals  
Gun Lake Tribe**

**Buskirk Stream Project Engineering Design**

**Located in Allegan County, MI**

**Issued on: March 26, 2026  
RFP Due Date: April 17, 2026**

**Administered by: Gun Lake Tribe Environmental Department**



## PROJECT SUMMARY

This project will continue efforts to address nonpoint source (NPS) water quality impairments on Buskirk Stream. This watershed-based implementation project will address the main contaminants listed within the Gun Lake Tribe's NPS Assessment Report (Kieser 2019), NPS Management Program Plan (Kieser 2019) and Rabbit River Watershed Management Plan (Allegan Conservation District 2013) through streambank stabilization by the creation of a stream natural. The selected contractor will be responsible to survey and design engineering for the natural stream over 2,500 linear feet stretch of Buskirk Stream (see Appendix 1). The responsible party will be responsible for survey and engineering design and any other aspects required to fulfill the Tribes SESC permitting and Federal/State/County permit needs.

## Section 1 – INTRODUCTION, INTENT AND PURPOSE OF RFP

### 1.1 Notice

Gun Lake Tribe (Tribe) is seeking bids for a survey and engineering design of on 2,500 linear feet of Buskirk Stream. The project includes survey, engineering design, and provide needed data for SESC/Federal/State/County permits for the proposed project. Bids shall be based on the total cost to fulfill these requirements. Bids will be accepted until April 10, 2026 at 5:00pm. Complete specifications and instructions are attached herewith. Bids shall be submitted identifying the bidder's name and project name in the email subject line. All prices submitted with the bid shall remain in effect for the 180-day period; see Section 2.5.

### 1.2 Purpose

The purpose of this document is to provide engineering and cost bid for the completion of the work.

## Section 2 - REQUEST FOR PROPOSALS

### 2.1 Issuing Office and Inquiries

This Request for proposals (RFP) is issued by the Gun Lake Tribe Environmental Department. Any inquiries, clarifications, or interpretations regarding this RFP should be emailed to: Shawn McKenney, [shawn.mckenney@glt-nsn.gov](mailto:shawn.mckenney@glt-nsn.gov). Responses to inquiries that pertain to the content of this RFP will be provided in writing to all recipients of the RFP through an addendum. All questions should be submitted by April 17, 2026. It is the responsibility of each contractor to inquire about any aspect of the RFP that is not fully understood or is believed to be susceptible to more than one interpretation. Site visits can be scheduled through Shawn McKenney [shawn.mckenney@glt-nsn.gov](mailto:shawn.mckenney@glt-nsn.gov).

### 2.2 Submission of Bids

Bids emailed to:

Elizabeth Binoniemi, Environmental Director

Subject: Buskirk Stream Engineering Design RFP

[elizabeth.binoniemi-smith@glt-nsn.gov](mailto:elizabeth.binoniemi-smith@glt-nsn.gov) or by mail by April 17, 2026 by 5:00pm

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Contractors must submit one (1) complete copy of each bid. No responsibility shall be attached to the Tribe for the premature opening of any bid proposal not properly addressed or identified. In order to be considered for selection, bids must be received by the date, time and place previously outlined. The bidding process will be considered closed on April 26, 2026 at 5:00pm. Failure to meet this deadline will disqualify the bidder.

### **2.3 Addenda**

No oral statements, explanations, or commitments by anyone shall be of any effect unless incorporated in writing into the addenda. It is the responsibility of the contractor to periodically check with the Tribe's representative before submitting a bid to obtain any addenda that have been issued.

### **2.4 Content of Bid**

Contractors shall not be allowed to submit additional documentation once bids are opened. Care should be taken to ensure that information provided is accurate, complete, and consistent. Omission of any of the required information may subject the contractor to disqualification.

### **2.5 Bid Pricing**

Bid prices shall be valid for 180 days from the date of the Bid Opening.

### **2.6 Exceptions to the RFP**

Any exceptions to these specifications indicated must be clearly listed and explained, otherwise, it will be considered that the items offered are in strict compliance with these specifications and the successful bidder will be held responsible for meeting these specifications.

### **2.7 Bid Withdrawal**

If the contractor desires to withdraw their bid, a request must be submitted before the bid opening, in writing to explain the purpose for withdrawal.

### **2.8 Bids Property of the Gun Lake Tribe**

All bids submitted in response to this RFP become the property of the Tribe once they are opened. All submitted proposals and supporting material are a matter of public record.

### **2.9 Rejection of Bid**

The Tribe reserves the right to reject any or all bids, with or without cause, and to waive informalities when such rejection is in the best interest of the Tribe. The Tribe also reserves the right to reject the bid of a contractor who has previously failed to perform properly or complete on-time a contract of similar nature.

### **2.10 Disqualification of Contractors**

More than one bid from an individual, firm, partnership, corporation, or association under a different name or names shall not be considered. Any or all bids shall be rejected if there is reason to believe that collusion exists among the Contractors. In this situation all participants in such collusion shall not be considered for the current or future bids for the same work. No contract shall be awarded except to competent contractors capable of performing the class of work contemplated.



### **2.11 Intent of this RFP**

This Request for Proposal (RFP) is intended to provide contractors with a common, uniform set of specifications to assist them in the development of their bids and to provide a uniform method for the Tribe to fairly evaluate bids and subsequently select a contractor. The Tribe assumes no responsibility for conclusions or interpretations derived from the information presented in this RFP, or otherwise distributed or made available during this bidding process. In addition, the Tribe will not be bound by or be responsible for any explanation, interpretation or conclusions of this RFP or any documents provided other than those given in writing by the Tribe through the issuance of addenda. In no event may a contractor rely on any oral statement by the Tribe or its' agents, advisors or consultants.

All proposals must include the following information about your company:

- a. Brief history of company.
- b. Resumes of key personnel assigned to project.
- c. Identification of subcontractors (if applicable).
- d. Project Experience: List up to five (5) projects completed with similar scope of work to this project.
- e. Legal Processing: Identify any ongoing legal proceeding or pending legal proceeding, i.e., arbitration, complaint or court action, filed against your company or any individual related to the work of your company for any project within the last five (5) years.

### **2.12 Award**

The award of this bid will not be based solely on lowest price. The award will be based and granted on "BEST VALUE". "BEST VALUE" will consider factors beyond pricing such as whether the responsible vender is able to meet and/or exceed the required specifications.

Reasonable preference shall be given to Certified Native American Owned Businesses. Any bidder seeking Indian Preference, must be at least 51% Indian-owned and must contact the Chairperson of the Indian Preference Committee, Amanda Sprague, at [Amanda.Sprague@glt-nsn.gov](mailto:Amanda.Sprague@glt-nsn.gov) or 269.397.1630 to receive a prequalification packet.

Gun Lake Tribe reserves the right, in its own discretion, to accept or reject any and all responses, to waive any irregularity and/or informality in any response and to request and receive additional information from any contractor when such acceptance, rejection, waiver or request is in the best interest of the Tribe.

Gun Lake Tribe reserves the right to decline to select a contractor for this project.

The contract entered into as a consequence of winning the bid will not create an employment relationship. The contractor performing work under the contract will not be employees of the Environmental Department or the Tribe.

### **2.13 Notification of Award**

After all prerequisites and specifications have been met by the bidder and the award for this bid is made, the successful bidder will be notified within ten (10) working days after April 17, 2026. The Tribe will notify the successful bidder.



#### **2.14 Contractor's Guarantee**

By submitting a bid on these specifications, the contractor binds themselves to all conditions in these specifications. Any variance with the specifications must be stated with the submitted bid and may, after review of all consequences of the variance, disqualify the bid.

#### **2.15 Completion Requirement**

A guaranteed completion date may be considered in making the award. Any contractor who submits a bid on these specifications agrees to complete the project by the date in the specifications. If contractor feels the requested completion date cannot be met, the contractor shall so state and give revised date with the bid. The completion schedules that are submitted by the Contractor and agreed upon by the Tribe shall automatically become binding upon the successful Contractor.

#### **2.16 Inspections**

The successful contractor acknowledges and understands that the design of the project must meet all applicable federal, state, and Tribal laws and regulations. A final review of the survey and engineering document will be completed prior to final payment.

#### **2.17 Non-Collusion**

By executing and submitting this bid, the bidder certifies that its bid is made without reference to any other bid and without any agreement, understanding, collusion or combination with any other person in reference to such bidding.

#### **2.18 Taxes**

*Taxes should not be included in the bid. Any sales tax items should be listed as a separate item and explained at time of invoicing.*

#### **2.19 Payment**

It is the desire of the Tribe to pay promptly. It is the contractor's responsibility to submit invoices to the Tribe at: Gun Lake Tribe Environmental Department, Buskirk Stream Engineering Project, 2872 Mission Drive, Shelbyville, MI 49344 or emailed to [elizabeth.binoniemi-smith@glt-nsn.gov](mailto:elizabeth.binoniemi-smith@glt-nsn.gov). Invoices shall include a detail number of hours, price per hour and work completed. Contractors must provide tax information to include contractor's full business name, address, "remit to" address, and federal tax identification number, through submission of a completed W-9.

#### **2.20 Indemnification**

The successful bidder must be willing to execute an agreement that contains an indemnification clause that would hold the Tribe, to include all employees, harmless from all liabilities, obligations, losses, claims, damages, actions, suits, proceedings, costs, expenses, including attorneys' fees, that: a) Arise out of, are connected with, or result directly or indirectly from the successful bidder's failure to perform any of its obligations under a contract; or b) Are a result, of a breach of any of the successful bidder's warranties. No indemnification responsibilities created by this section, notwithstanding any warranties, shall survive and be enforceable after the contract between the Tribe and the successful bidder terminates or expires, and they shall be terminated only by written agreement of the successful bidder and the Tribe.



## 2.21 Insurance

To submit a proposal, the applicant and key staff assigned to the project must be licensed and insured, if applicable, under all applicable laws in the State of Michigan. Applicants must have demonstrated prior experience in work of a similar scope.

The applicant must possess and maintain insurance coverage with the minimum amounts stated below:

- \$1,000,000 Professional Liability Insurance
- \$1,000,000 General Liability Insurance
- \$1,000,000 Error and Omissions Liability Insurance

## 2.22 Ranking Criteria

Award of the contract resulting from this RFP will be based upon the most responsive and responsible company whose offer will be the most advantageous to the Tribe in terms of cost, functionality and other factors as specified below. This evaluation will be calculated in accordance with the following evaluation criteria and the respective point values assigned with 1 being low and 100 being high. Consideration of the award will be determined based on the accumulation of points.

<b>Evaluation Criteria</b>	<b>Points</b>
<b>1. Cost</b>	25
<b>2. Similar Project Experience</b>	10
<b>3. Staff Qualifications</b>	20
<b>4. Work Plan and Procedures</b>	20
<b>5. Proposal Conforms with RFP</b>	15
<b>6. Indian preference</b>	10
<b>Total</b>	100



## **Section 3 – SPECIFICATIONS**

### **3.1 General Site Information**

The project includes the survey and design of a natural stream at Buskirk Stream as it flows approximately 2,500ft through parcel #24-019-026-30 (see Appendix 1).

### **3.2 Project Objectives**

The proposed watershed-based implementation project aims to mitigate nonpoint source pollution (NPS) and enhance the ecological integrity of Buskirk Creek and the Rabbit River Watershed. To achieve this, the project will restore 2,500 ft of failing stream banks by utilizing natural channel design techniques to increase sinuosity (restore meanders), reconnect the stream to its floodplain, incorporate bioengineered bank stabilization measures and enhance in-stream habitat through improved substrate diversity and complexity. Engineering plans will prioritize natural channel design methodologies (e.g., bioengineering, root wads, coir logs) to enhance water quality and habitat at Buskirk Stream (See Appendix 2). Therefore, this project serves to control and infiltrate surface water runoff into the ground to minimize runoff and pollutants flowing into Buskirk Stream. The project will lead to better ecological function of the streambanks by stabilizing the streambanks and leading to more space for nutrient assimilation increasing the water quality in Buskirk Stream.

### **3.3 Timing**

The survey and design engineering should be completed by July 31, 2026. The Tribe expects regular coordination regarding details of the project and to be updated at least bi-weekly on project status.



## APPENDIX 1: Project Location

### Site Location





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**APPENDIX: 2 Planned resoration product**





### Existing conditions at Buskirk Stream

