REQUEST FOR PROPOSALS (RFP)

FLATHEAD INDIAN RESERVATION, MONTANA

WILLOW CUTTING COLLECTION AND DELIVERY
to the JOCKO RIVER BISON RANGE REACH RESTORATION PROJECT (Phase 2)

CONFEDERATED SALISH AND KOOTENAI TRIBES
NATURAL RESOURCES DEPARTMENT
DIVISION OF ENGINEERING AND WATER RESOURCES (DEWR)

The cover form shall be submitted with a service provider's response to the RFP. Failure to submit the cover form is grounds to disqualify a submittal.

COMPANY INFORMATION

COMPANY NAME	
MAILING ADDRESS	
CITY / STATE / ZIP	
TELEPHONE	
INDIAN PREFERENCE	

SUBMITTAL SIGNATURE:

I have read and understand the requirements for CSKT DIVISION OF ENGINEERING AND WATER RESOURCES REQUEST FOR PROPOSALS for the Jocko River Bison Range Reach restoration project – willow cutting collection – and agree to provide the required services in accordance with the RFP and its contents	
Submitted by (printed name)	
Title	
Signature	

INSTRUCTIONS TO OFFERORS

It is the responsibility of each offeror to:

Follow the format required in the RFP when preparing your response. Provide point-by-point responses to all sections in a clear and concise manner.

Provide complete answers/descriptions. Read and answer **all** questions and requirements. Don't assume Confederated Salish and Kootenai Tribes (CSKT) or evaluator/evaluation committee will know what your company capabilities are or what items/services you can provide, even if you have previously contracted with CSKT. The proposals are evaluated based solely on the information and materials provided in your response.

Use the forms provided, i.e., cover page, cost proposal, etc.

Submit your response on time. Note all the dates and times listed in the Schedule of Events and within the document, and be sure to submit all required items on time. Late proposal responses are not accepted.

The following items MUST be included in the response to be considered responsive. Failure to include any of these items may result in a nonresponsive determination or point deductions.

- A signed RFP cover sheet.
- Cost proposal.
- RFP Response Form, including point-by-point responses to the offeror qualifications and information requirements.
- Indian Preference Certification, if applicable
- Signed CSKT Debarment Form

Number of Copies and Due Date. Offerors must submit one electronic PDF copy of the complete package as described here via email to Heather.Brighton@cskt.org. An additional signed, hard copy submission is *optional* and can be sent to the address listed below. Hard and electronic copies of the Proposals must be received on July 9th, 2026, prior to close of business 5:30 p.m., local time. Proposals received after this time will not be accepted for consideration. Facsimile submissions are not acceptable.

Heather Brighton, Restoration Project Manager
42487 Complex Blvd
Pablo, MT 59855
(406) 675-2700 Ext. 7231
Heather.Brighton@cskt.org

SCHEDULE OF EVENTS

- RFP Issuance Date 6/15/2026
- RFP Response Due Date 7/9/2026
- Intended Date for Award 7/11/2026

SECTION 1: PROJECT OVERVIEW AND INSTRUCTIONS

SOLICITATION NOTICE

Notice is given that the CSKT Natural Resources Department has released this Request for Proposals and will be accepting proposals until 5:30 PM Mountain Time, July 9th, 2026, from qualified contractors to provide services, equipment, labor and materials for willow cutting collection services for the Jocko River Bison Range Reach restoration project (Phase 2) on the Flathead Indian Reservation. The CSKT project manager will be the responsible contracting officer representative for all contract-related matters.

CSKT intends to enter into one or more contracts with qualified contractors to provide the requested services. The services described in the Scope of Work are expected to occur during the summer and fall of 2026.

Contractors receiving contract awards shall be responsible, in total, for all work of any subcontractors. All subcontractors, if any, and their experience must be included in the proposal. CSKT reserves the right to approve or reject all subcontractors. The Contractor shall be responsible to CSKT for the acts and omissions of all subcontractors, or agents and of persons directly or indirectly employed by such subcontractors, and for the acts and omissions of persons employed directly by the Contractor. Further, nothing contained within this document or any contract documents created as a result of any contract awards derived from this RFP shall create any contractual relationships between any subcontractor and CSKT.

INDIAN PREFERENCE

This is an Indian Preference RFP. Tribal contractors who wish to receive Indian Preference must obtain certification by CSKT Indian Preference Office as a legitimate Indian-owned business prior to submission of a response to this RFP. In order to claim Indian Preference, proof of Indian Preference Certification must be included with the response in the form of a copy of the certificate issued by the Indian Preference Office. Be advised, evidence of membership or affiliation with a tribe does not constitute Indian Preference certification. The selection of the successful Offeror and award of this Project will be per the provisions of the CSKT Indian Preference Ordinance 101A. It is the sole responsibility of the Offeror to obtain and provide proof of Indian Preference certification from the Indian Preference Office. For more information on Indian Preference certification, contact Melinda Charlo at (406) 675-2700 extension 1045.

PROJECT OVERVIEW

The CSKT are implementing a large-scale restoration project on the Bison Range Reach of the Jocko River located upstream from Sčilíp (formerly Dixon), Montana in Sanders County as displayed in Figure 1. The Jocko River is an important cultural resource to CSKT and is a core area for threatened Bull Trout and a relatively healthy population of Westslope Cutthroat Trout, a Species of Concern in Montana and a Tribal Species of Special Consideration. The Jocko River Bison Range Reach project proposes to restore approximately 2.8 miles of the Jocko River by reconstructing a new channel within historic meander sequences and restore wetland and floodplain habitat along both the restored river and abandoned channel. Restoration treatments include large wood structures, vegetated wood matrix structures and vegetated brush trenches that include live willow cuttings as a revegetation component.

CSKT is seeking contractors to provide the following services:

- Identify suitable willow stands for harvesting cuttings in Summer 2026
- Collect and deliver willow cuttings to the Project as needed during Fall 2026

A more complete description of the services sought for this project is provided in Section 3 Scope of Work, and Section 4 Cost Proposal. This RFP and associated items can be found on the CSKT Water Compact website at https://www.csktwatercompact.com/documents-and-links/.

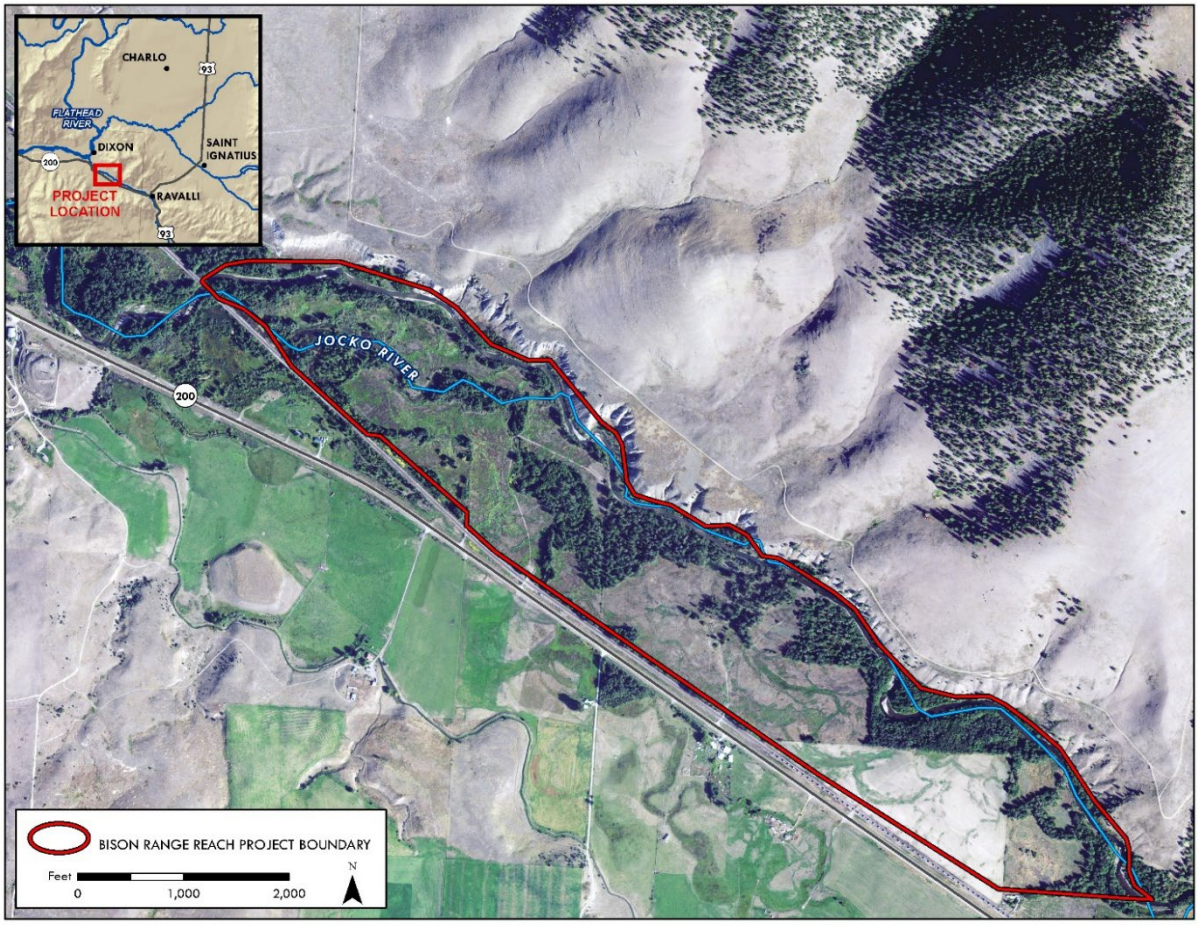


Figure 1. Overview of Jocko River Bison Range Reach restoration project location.

SINGLE POINT OF CONTACT

From the date this Request for Proposals (RFP) is issued until an offeror(s) is selected and the selection is announced, all contact regarding the project shall be directed to:

Heather Brighton, Restoration Project Manager

Division of Engineering and Water Resources

(406) 675-2700 Ext. 7231

Heather.Brighton@cskt.org

PRE-CONTRACTUAL EXPENSES

Respondents are responsible for all costs incurred prior to issuance of a fully executed contract. All material submitted regarding this RFP will become the property of the CSKT and will only be returned to the respondent at the CSKT's discretion.

SECTION 2: EVALUATION PROCESS

EVALUATION OF PROPOSALS

All proposals will initially be classified as either "responsive" or "nonresponsive." Proposals may be found nonresponsive at any time during the procurement process if any of the required information is not provided; the submitted price is found to be excessive or inadequate as measured by criteria stated in the RFP; or the proposal does not address the specific scope of work items described and required in the RFP. If a proposal is found to be nonresponsive, it will not be considered further.

Selection and award will be based on the offeror's proposal and other items outlined in this RFP. Submitted responses may not include references to information located elsewhere, such as Internet websites or libraries, unless specifically requested. Information or materials presented by offerors outside the formal response or subsequent discussion/negotiation or best and final offer, if requested, will not be considered, will have no bearing on any award, and may result in the offeror being disqualified from further consideration.

An evaluator/evaluation committee will evaluate responsive proposals and recommend whether to award contract(s) to the highest scoring offeror(s) or, if necessary, to seek discussion/negotiation or a best and final offer in order to determine the highest scoring offeror(s).

EVALUATION CRITERIA

CSKT will award contract(s) to offeror(s) with the best value bid to the CSKT, based on several factors outlined here. All responsive proposals will be evaluated based on a combination of offeror's references; past performance; method of providing services; Indian Preference score, and cost outlined in its proposal.

PROJECT SCHEDULE AND MILESTONES

Project milestones for all stages, and each area of work, have been identified. These milestones are critical given the amount of work to be accomplished and the short window of time for when willow collection must begin (October 15) and the expected end date of construction in 2026 (December 4). Any delays caused by Contractor(s) may be grounds for termination of a contract and/or assessment of liquidated damages. Project milestones and key dates include the following:

- Provide information for proposed willow collection sites to CSKT — September 15, 2026
- Confirmation of willow collection sites by CSKT — September 22, 2026
- Start willow collection and delivery to project site — October 15, 2026
- Final delivery of willow cuttings — December 4, 2026*

*The final delivery date cannot be modified without written consent by CSKT at least 5 days prior to deadline. Owner may suggest modified timing so willow deliveries are on-pace with construction/installation to ensure willows do not sit too long after being harvested.

CSKT'S RIGHT TO INVESTIGATE AND REJECT

CSKT may make such investigations as deemed necessary to determine the ability of the offeror to provide the supplies and/or perform the services specified. CSKT reserves the right to reject any proposal if the evidence submitted by, or investigation of, the offeror fails to satisfy CSKT that the offeror is properly qualified to carry out the obligations of the contract. This includes CSKT's ability to reject the proposal based on negative references, including poor efficiency or experience with operator skills or in previous project performance. Qualified personnel listed for specific tasks will be expected to perform as such.

CSKT expressly reserves the right to:

1. Reject all responses and re-advertise the Request for Qualifications, with or without amended requirements
2. Base the scoring on compliance with this document, Indian Preference, responder experience and other factors
3. Reject any response in whole or in part if it is found in the public interest to do so
4. Waive informalities and irregularities in a response

Furthermore, CSKT reserves the right to withdraw this Request for Proposals at any time.

SECTION 3: SCOPE OF WORK

This Scope of Work describes the Tasks to be performed to support implementation of the Jocko River Bison Range Reach restoration project (phase 2). Tasks include identifying suitable willow sources and supplying willow cuttings during project implementation.

Work will occur throughout the Reservation to identify and source willow cuttings. Contractor is expected to coordinate with project manager on site access to Tribal Lands, as needed. Willow cuttings will be supplied to the Jocko River Bison Range Reach Project area, approximately 1 mile upstream of the confluence of the Jocko River with the Flathead River near Sčilíp (formerly Dixon), Montana. Protection of Tribal Resources is of the upmost importance. At all times the contractor shall work to minimize the amount of damage to soils, plants, wildlife, and cultural sites on the Reservation. Vehicles and equipment shall only be operated in approved access zones and on established roads or routes. Damage caused by unauthorized access or disturbance shall be repaired by the contractor, to the satisfaction of the CSKT Representative, at the expense of the contractor.

Task 1. Verify Suitable Willow Collection Sources

Task 1 consists of verifying previously identified willow stands for use during project implementation **(see Figure 2)**. CSKT has inventoried a select number of willow stands and identified them as potential collection sources. However, it is the Contractor's responsibility to evaluate these sources and determine whether they meet contract requirements, including species composition, age and size class, plant health and vigor, and the quantity of material available. Contractor may be required to suggest new sites and confirm their suitability with the Owner.

The Contractor shall submit to CSKT a list of proposed collection sites, including documentation of species composition, approximate age or size class, plant condition, and estimated quantity of available cuttings. CSKT will review the proposed collection sites prior to the commencement of any willow

harvesting activities. CSKT reserves the right to approve, reject, or require modifications to the proposed collection locations.

Potential willow collection sites may be located on either fee or Tribal lands. The Contractor is responsible for obtaining authorization from the applicable landowner or land manager before entering any property for site evaluation or collection activities. For sites located on Tribal lands, the CSKT Project Manager will assist the Contractor in coordinating access for evaluation and collection purposes.

Task 1 will occur during the summer of 2026 so suitable stands can be identified by the contractor and approved by the CSKT prior to project implementation.

A submittal of proposed collection locations will be delivered to the CSKT by September 15th, 2026. The submittal should include:

- Location (address, latitude/longitude, or other suitable means of identifying the location)
- Owner name, contact information, and verification of access granted for willow harvest during the Project implementation timeframe
- Species present
    - Suitable species for vegetative cuttings shall primarily be native willows (*Salix species*). No more than 10 percent of the total number of vegetative cuttings may be of the following additional suitable species: redosier dogwood (*Cornus sericea*) and others as approved by the CSKT.
- Estimated quantity of cuttings available (following guidelines outlined in Task 2)
- General description of age and health of stand
- Photos of proposed willow harvest stands and access routes

The CSKT will review and approve or deny the proposed collection locations prior to harvest. Contractor shall not harvest any cuttings prior to approval by the CSKT.

Contractor shall provide all materials, labor, tools, equipment, and incidentals necessary to complete the work as specified.

Measurement for Task 1 will be the approval of suitable collection sites by CSKT.

Payment for Task 1 will be based on the lump sum cost.

Supporting Information

The CSKT inventoried a select number of stands to evaluate their use as potential willow sources. This includes willow stands at locations on land owned by the CSKT within the Reservation. This information is displayed on Figure 2 and it may be used to support the development of the submittal associated with Task 1, but need not limit the locations a contractor may find and present for collection.

Task 2. Supply Willow Cuttings

Task 2 involves supplying willow cuttings during construction of the Jocko River Bison Range Reach restoration project (phase 2) from sources approved in Task 1. Willow cuttings must be supplied during the construction of restoration treatments at the rate of installation, as directed by the project manager. This will require close coordination with the Project Manager and the construction contractor to ensure

the rate of supply meets or exceeds the rate of installation. Additionally, delivery to the project area must follow approved access routes and be closely coordinated with construction activities to ensure protection of resources and safety. The CSKT will identify on-site storage locations for willow cuttings as they are delivered to the site. Willow cuttings must be harvested, handled, stored and delivered according to the guidelines outlined below. The CSKT reserves the right to deny cuttings if they do not meet the guidelines outlined below.

Willow cuttings will be installed in the project area beginning on October 15, 2026. Therefore, collection and delivery must start on October, 15, 2026. All deliveries to the site should occur on the same day as cuttings are collected. Collection and delivery will continue throughout the project implementation and is expected to continue until approximately early December 2026. The CSKT will provide updates on timing and weekly quantities needed during this time to determine pacing of deliveries.

Total estimated quantities and size requirements for willow cuttings to be used in restoration treatments include the following:

Total	Diameter	Length
94,750	0.25-1 inch	6 to 8 feet

1 The total amount of willow cuttings assigned to each contract will be determined by the CSKT and the contractors will bill for actual quantities delivered.

Willow Cutting Requirements

- Willow cuttings must be obtained from source locations approved as part of Task 1.
- Cuttings shall be collected from second or third year stems and taken from healthy plants showing no signs of disease, insect infestations, splits or deep furrows.
- No more than 10% of any individual plant should be removed for cuttings, and harvesting activity should be spread throughout the stand.
- All cuts must be made with a sharp, clean tool to produce a clean, smooth cut and prevent disease transfer.
- Willow cuttings must be 6 feet to 8 feet in length and between 1/4 inch and 1 inch in diameter at the base of the cuttings.
- Willow cuttings must be bundled in groups of 25 or 50 stems and wrapped with twine or similar bio-degradable material that can withstand transport and storage.
- Willow cuttings must be handled and transported so they remain moist, shaded, and cool at all times.
- Cuttings shall be kept out of direct sunlight and not stored in locations where they are likely to heat up.
- Transporting cuttings in an open pickup or trailer shall be avoided if heat build-up or wind desiccation is likely.
- Willows must be delivered to the project area the same day they are harvested. Transport time shall be minimized when possible.
- Upon delivery to the project site, cuttings should be placed in designated restoration treatments or on-site storage areas, as directed by the CSKT.

Contractor shall provide all materials, labor, tools, equipment, and incidentals necessary to complete the Work as specified.

Measurement for Task 2 will be by the number of cuttings supplied by the contractor, and approved by the CSKT.

Payment for Task 2 will be based on the unit cost for cuttings supplied by the contractor, and approved by the CSKT.

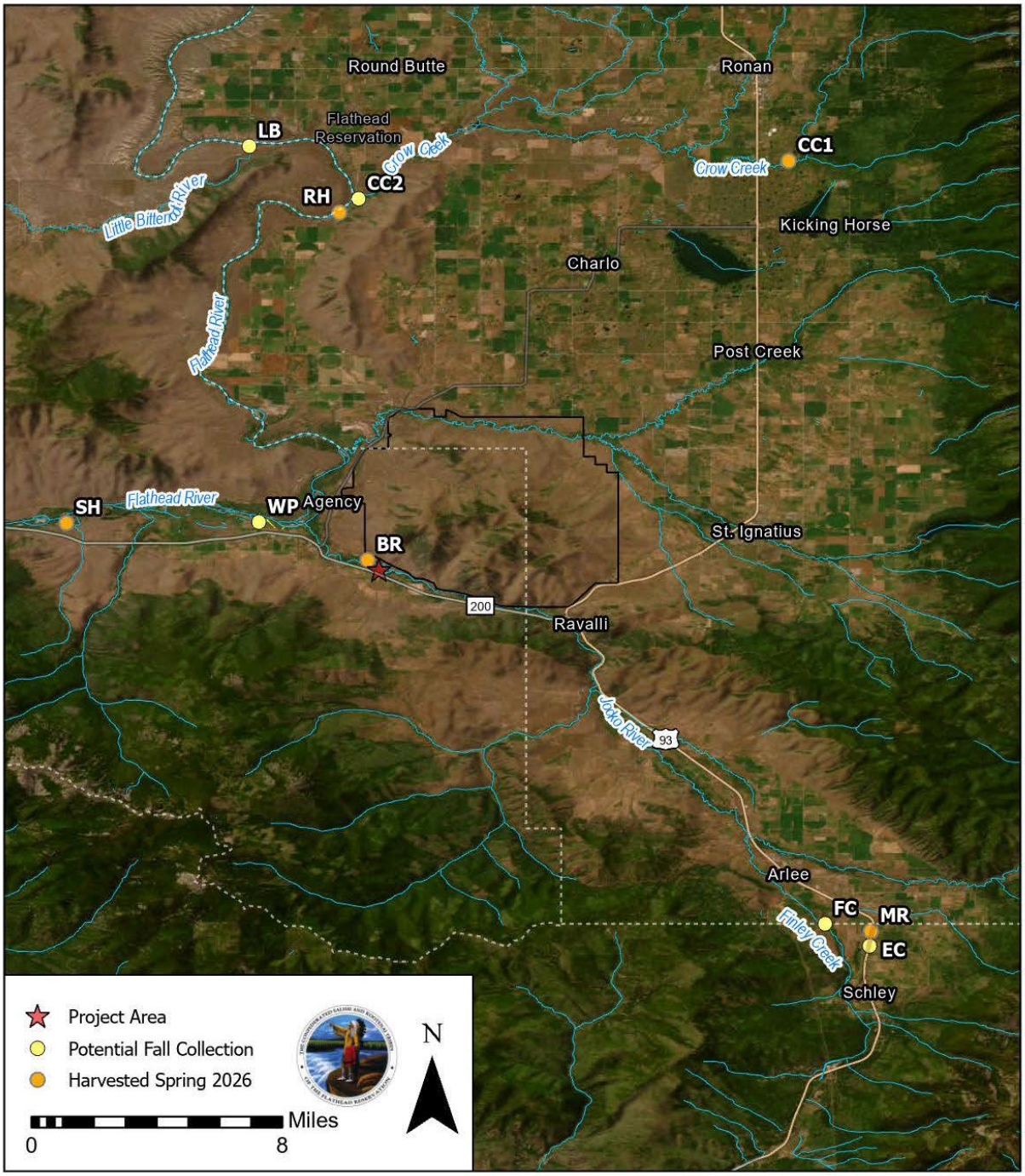


Figure 2. Locations of willow stands identified by the CSKT within the Flathead Reservation.

SECTION 4: COST PROPOSAL

Quantities: The number of quantities are estimates only and will be the basis for evaluation of bids. Final quantities for specific line items will be established during development of a contract and scope of work with the offeror(s) selected for the project.

Task	Description	Estimated Quantity	Units	Unit Cost	Total Cost
1	Identify Suitable Sources	1	Lump Sum		
2	Supply Willow Cuttings	94,750	Each		
				Total:	

Total Bid Price (in words):

_____

_____

Offeror:

Company Name _____

Address _____

_____

Telephone _____

Date _____

Contact Name _____

Signature _____

By signing the above, I certify that I am authorized by the Company named above to respond to this request.

SECTION 5: RFP RESPONSE FORM

(USE ADDITIONAL SHEETS AS NECESSARY)

OFFEROR QUALIFICATIONS/INFORMATIONAL REQUIREMENTS

In order for CSKT to determine the capabilities of an offeror to perform the services specified in Section 3, the offeror must respond to the following requests for information regarding its ability to meet CSKT's requirements.

NOTE: Each item must be thoroughly addressed. Offerors taking exception to any requirements listed in this section may be found nonresponsive or be subject to point deductions.

1. **Additional documents**. Offeror must provide a signed copy of the RFP Cover Sheet, a complete cost proposal form, Indian Preference Certification, if applicable, and CSKT Debarment Form.

2. **References**. Offeror shall provide a minimum of (2) references that are using supplies and/or services of the type proposed in this RFP. At a minimum, the offeror shall provide the customer's name, the location where the supplies and/or services were provided, contact person(s), customer's telephone number, and a description of the project type, and dates the services were provided. These references may be contacted to verify offeror's ability to perform the contract. CSKT reserves the right to use any information or additional references deemed necessary to establish the ability of the offeror to perform the conditions of the contract. Negative references may be grounds for proposal disqualification.

3. **Resumes/Company Profile**. Offeror shall specify how long the individual/company submitting the proposal has been in the business of providing supplies and/or services similar to those requested in this RFP and under what company name. A resume or summary of qualifications, work experience, education, skills, etc., which emphasizes previous experience in this area should be provided for all key personnel who will be involved with any aspects of the contract.

4. **Experience/Project Examples**. Offeror should provide a complete description of relevant past projects, including project name, location, and work performed (not more than 4). Providing photographs of proven work is encouraged if possible.

5. **Method of Providing Services**. Offeror shall describe proposed methods for identifying willow sources and estimated level of effort associated with the work. Offeror shall describe proposed methods and means of completing willow collection and delivery in a timely manner during the construction window.

DEBARMENT AND SUSPENSION CERTIFICATION

1. All persons or firms, including sub-consultants, must complete this certification and certify, under penalty of perjury, that, except as noted below, he/she or any person associated therewith in the capacity of owner, partner, director, officer, or manager:

    a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;

    b. Have not, within the three (3) year period preceding this certification, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, violation of Federal or state antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

    c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with Commission of any of the offenses listed in subparagraph (1)(b) of this certification; and

    d. Have not, within the three (3) year period preceding this certification, had one or more public transactions (Federal, state, and local) terminated for cause or default.

2. If such persons or firms later become aware of any information contradicting the statements of paragraph (1), they will promptly provide that information to CSKT.

If there are any exceptions to this certification, note the exceptions in the following space and attach a detailed explanation to this document.

Exceptions will not necessarily result in denial of award, but will be considered in determining bidder responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of actions.

NOTE HERE

_____
Name of Firm

_____
Signature

_____
Date