



Picayune Rancheria
of the
CHUKCHANSI INDIANS

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PICAYUNE RANCHERIA OF CHUKCHANSI INDIANS

**REQUEST FOR PROPOSALS:
Grants Manager**

April 23, 2021

The Picayune Rancheria of the Chukchansi Indians (PCRI), a federally recognized sovereign Indian tribe, requests proposals for a Grants Manager.

Required RFP Application Information

All RFP responses must be signed by you and must include the following:

1. A summary of your experience and results in providing grant management services, including pre-award services, grants management and post-award activities. The summary should include your experience with state and federal grant management requirements, including your experience with grants made available to federally recognized Indian tribes, whether administered by federal agencies or made available through state programs.
2. A summary of your experience in and familiarity with tribal communities and issues;
3. A copy of your resume;
4. A statement of proposed fees and costs; and
5. A statement of information relevant to Native American preference, if any, as described below.

Minimum Qualifications

A successful applicant will have the following minimum qualifications:

1. At least 7 years' experience in applying for and managing state and/or federal grants and awards;
2. Have at least a Bachelor's Degree and preferably a Master's Degree in a relevant field; and
3. Not be on the List of Parties Excluded from Federal Procurement and Non-procurement Programs.
4. Available to be on site at least once per week to train staff.

Native American Preference

PRCI and CEDA exercise Indian preference in contracting. You are encouraged to include any information in your response that would qualify you for Indian preference including evidence that: (1) the majority ownership of the firm consists of one or more persons who are members of a federally recognized tribe; (2) that the persons claiming tribal membership are actively involved in the management of the firm; and (3) of the structure, management, and financing affecting the Indian character of the firm.

For purposes of hiring and utilizing contractor and consultant services and businesses, preference shall be given to businesses owned by enrolled Tribal Members and businesses owned by individuals eligible for enrollment as Tribal Members.

To qualify as a business that shall receive consideration under this Tribal Preference Policy, the enrolled Tribal Member or individual eligible for enrollment as a Tribal Member must own at least 51% of the interest in the business providing the services and the enrolled Tribal Member or individual eligible for enrollment must be listed on the principal documents of the company, including but not limited to the bank accounts, contractor's license, and stock reports of the company.

If a bid is submitted by a joint venture and one of the companies is owned by an enrolled Tribal Member or individual eligible for enrollment as a Tribal Member, it shall receive consideration under this Tribal Preference Policy only if the joint venture has previously completed at least one successful contract of similar magnitude as the submitted bid.

A successful bid from an enrolled Tribal Member or individual eligible for enrollment as a Tribal Member shall require the business be fully qualified for the proposed scope of work, as identified in the project 's request for proposals, and the bid for the scope of work must be within 10%, up to \$100,000.00, and 3% for each \$100,000.00 thereafter, of the lowest qualified bid for the same scope of work.

In the event both the enrolled Tribal Member and the individual eligible for enrollment as a Tribal Member meet the requirements for a successful bid as described above, the enrolled Tribal Member shall receive first priority of preference.

Contractor Selection

The selected individual will be expected to sign a retainer letter that recognizes the sovereignty of PRCI and complies with other federal contracting requirements.

PCRI reserves the right to award or reject any response or proposal for any reason, to request modification of any proposal, or to solicit further proposals, or to determine not to pursue further action, as may become necessary in the best interest of PCRI.

Application Submission Information

Please submit all responses electronically to: Kristin Wilber at kwilber@chukchansi-nsn.gov. If you have questions about this RFP, contact Daniel Aguayo at 559- 840-3454 or daguayo@chukchansi-nsn.gov.