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REQUEST FOR PROPOSALS

July 20, 2026

Houlton Band of Maliseet Indians (HBMI) Request for Proposals (RFP) for Engineering Aquatic Organism Passage Stream Smart Crossings in the towns of Westfield, Easton, and Madawaska Maine

A. Overview

The Houlton Band of Maliseet Indians (HBMI), a Federally Recognized Indian Tribe located in Houlton, Maine, in partnership with the Wolastoq-St. John Restoration Initiative (WSJRI), seeks the services of a qualified engineering firm to prepare final (90%) designs for up to six road stream crossings in Westfield (3 crossings), Easton (1 crossing) and Madawaska (2 crossings). HBMI and WSJRI reserve the right to contract for a selection of the six total crossings, based on cost estimates per crossing in the application.

The services include, but are not limited to, field investigations and structural designs in accordance with the current American Association of State Highway and Transportation Officials (AASHTO) Load and Resistance Factor Design (LRFD) Bridge Design Specifications. All work on this project will be performed in English units. The engineering firm will be required to interpret soils (possibly including subaqueous soils) reports and accurately apply the data to the structure design. All plans must be stamped by a professional engineer licensed in the State of Maine.

B. Background and Justification

The Wolastoq-St. John Restoration Initiative aims to restore access to hundreds of miles of habitat for Atlantic salmon, Eastern Brook trout, and other wildlife species, as well as the human communities, in the Wolastoq-St. John River watershed in Aroostook County, Maine. With funding from the National Fish and Wildlife Foundation's American the Beautiful Challenge, HBMI and WSJRI partners desire to provide up- and downstream aquatic connectivity, to improve aquatic organism passage and increase the resilience and safety of community road networks.

In this current phase, HBMI and WSJRI are working with towns to replace undersized crossings with "Stream Smart" structures that will allow for aquatic organism passage and enhanced hydrologic

connectivity. The sites listed in Section E have been selected for engineering designs and are located on Town roads.

C. Description of Work

I. Scope of Service

Task 1: Site Survey and Stream Assessment

The contracted engineer will conduct the surveys needed to develop six final (90%) designs, with associated cost estimates. A basic field survey on a locally assumed datum will include the road prism and approaches, road crown, relevant ditches, related infrastructure (e.g. water or sewer lines, guard rails), benchmarks for future survey tie in, stream longitudinal profiles extending a minimum of 20 channel widths up and downstream of the crossing, one upstream and one downstream cross section of an unimpacted reach of the stream, and bankfull measurements. The survey will include a stream bed substrate analysis of an unimpacted reach of the stream to develop a sediment size class distribution. This survey and assessment should be accompanied with a list, only if/as applicable to the individual site, of any potentially complicating factors at that site (which could include steep embankments, presence of ledge, proximity of utilities, etc). The contracted engineer will conduct any needed supplemental visit to finalize hydraulics and longitudinal channel profile.

Task 2.0 - Data Collection and Analysis

The contracted engineer will conduct the collection of necessary hydrologic and hydraulic data for the stream crossings. Flow curves, if not otherwise available from gage data, will be obtained from USGS regional regression equations. The proposed crossings will be evaluated with HY-8 to confirm sufficient low flow velocity and depth to allow fish passage during critical migration and movement windows and assess the proposed crossing capacity for a 100-year flood event.

Task 3.0 - Site Design & Engineering

The contracted engineer will conduct the drafting of preliminary design plans with enough detail to adequately support rough cost estimates and future funding application submittals. The crossings will be designed to meet Maine Audubon “Stream Smart” guidelines. Designs will be accompanied by a brief explanation of relevant design factors including hydrologic and hydraulic analysis, longitudinal profile with existing and design slope details, and stream substrate histograms.

II. Process and Final Deliverables:

Bidders shall provide a brief narrative detailing their approach and schedule for each of the following deliverables listed below. Additionally, bidders shall provide their itemized costs for each crossing in the attached Bid Sheet*, including articulating what cost savings could be incurred by engineering crossings in geographic bundles, from conducting meetings for the full bundle and/or shared mobilization costs for survey work on the bundle of crossings.

*<https://tnc.box.com/s/ru5dyvn9y3lgccn6bq2m0dn4jyo6myfk>

1. Coordination

- Kickoff meeting with HBMI and members of WSJRI
- Monthly meetings with HBMI and WSJRI to discuss data collection, design review, and project updates

2. Data Gathering and Site Assessment

- Site Survey to collect longitudinal stream profiles, cross-sections, sediment size class distribution, and other necessary data collection
- Topographic Survey to include existing road and other infrastructure and boundaries
- Geotechnical investigations, as determined necessary by engineer

3. Engineering and Design

- Longitudinal stream profile consistent with Stream Smart design criteria. At a minimum, longitudinal profiles should extend 20x the bankfull width upstream and downstream of the crossing
- Sediment size class distribution
- 30% complete design submitted to HBMI and WSJRI to review and comment
- 60% complete design, with hydrology and hydraulics report, submitted to HBMI and WSJRI to review and comment
- Stamped 90% complete design, bridge specifications, and preliminary basis of design (BoD) report submitted to HBMI and WSJRI to review and comment
- As applicable, a list of potentially complicating factors present at a site that need to be accounted for when the project makes it to construction.
- Written Erosion and Sediment Control/Dewatering Plan, including, but not limited to, site plan showing the full extent of project activities, including erosion and sediment control areas
- Design sheet showing the temporary and permanent impacts expected from construction falling above and below Ordinary High Water
- Engineer's itemized construction cost estimate and schedule of events
- Operation and Maintenance Plan
- List of all *potential* local, state, and federal permits to implement this project.

Final deliverables must be approved and received by **August 2027**.

III. Applicable Documents

To ensure the safety and health of onsite personnel, the client, compliance with all Federal, State, and local regulations and guidelines must be met as they pertain to this project. Specific focus will be on the following regulations and guidelines:

- American Association of State Highway and Transportation Officials (AASHTO) LRFD Bridge Design Specifications
- AASHTO Guidelines for Geometric Design of Low-Volume Roads, 2nd Edition, 2019
- Steel Construction Manual, American Institute of Steel Construction

D. Procurement and Selection Procedures

I. Proposal Contents

Consultants are required to submit one (1) electronic copy of their proposal, including:

1. Statement of Qualifications and directly relevant work experience. The bidder shall clearly identify a primary contact for their proposal and clearly provide that person's phone number and email address.

2. Plan and timeline to address Scope of Work described above.
3. Completed Bid Sheet (using provided Excel file) and a written summary of the total cost of for all six sites as a package.
4. References for at least three examples of relevant work experience, including for one of the projects an example hydrology and hydraulics report.
5. Flow chart illustrating all team members and their responsibilities, including project management and Quality Assurance/Quality Control (QA/QC). Paragraph summaries of each individual's qualifications are preferable to full page resumes.
6. A written description of Quality Assurance /Quality Control (QA/QC) procedures that will be used for design and engineering.
7. If more than one firm is part of a team, the lead firm shall be clearly identified with all subcontractors and their roles identified.
8. Completed Indian Preference statement (See Appendix A).
9. Proof of insurance meeting HBMI requirements (Section D.V.)

II. Evaluation Factors

The selection team will evaluate the proposals based on the following criteria:

1. Demonstrated knowledge of aquatic organism passage design standards and experience with fish passage, Stream Smart crossing design, and permitting in Maine rivers (15 points)
2. Proposed cost and schedule (15 points)
3. Demonstration of successful cooperation with non-governmental organizations and local, state, Tribal, and Federal agencies, including cost management (10 points)
4. Ability to complete project in a timely manner without conflict with existing workloads (5 points)
5. Clarity and presentation of proposal (5 points)

Note: The HBMI practices Indian Preference to qualified Native Americans in accordance with Public Law 93 638. As such, the HBMI shall reserve 15% of the total number of available rating points in unrestricted solicitations for the provision of Indian preference in the award of contracts and subcontracts, and up to an additional 10% for evaluation of the offeror's statement regarding training and employment of Indians.

Preference will be given to Disadvantaged Business Enterprises that meet the qualifications required (see <https://www.maine.gov/mdot/civilrights/dbe/>) and small business.

III. Contact and Submission

Funding for this engineered design comes from a National Fish and Wildlife Foundation's American the Beautiful Challenge, granted to the Houlton Band of Maliseet Indians, and work must adhere to all Federal award requirements. The selected firm will enter into contract with the Houlton Band of Maliseet Indians.

Proposals should be received by HBMI no later than **COB on Monday, August 10th**. Questions may be directed to Carolyn Merriam (HBMI, cmerriam@maliseets.com, Tel: 207-532-4273 ext. 220) and Hadley Couraud (TNC, hadley.couraud@tnc.org).

Responses will be opened by the Tribe and will be a matter of public record. The selection criteria to be used in evaluating proposals are as outlined in this Request for Proposals (Section D. II.)

Electronic proposals in Adobe Acrobat (PDF) can be submitted via email to:

Carolyn Merriam
Fisheries Biologist
Houlton Band of Maliseet Indians
Cmerriam@maliseets.com
Phone: 207-532-4273 ext.220

Please CC:

Sam Deeran
Shoebox Collaborations
sam@shoeboxcollaborations.org

Hadley Couraud
Aquatic Restoration Manager
The Nature Conservancy
hadley.couraud@tnc.org

IV. Disclaimers

The Houlton Band of Maliseet Indians reserves the right to accept or reject any or all submittals, to waive any informalities, and to select a firm or firms at the Tribe's sole discretion. An invitation for bids, RFP, or other solicitations may be canceled before offers are due if; the HBMI no longer requires the supplies, services or construction; or, the HBMI can no longer reasonably expect to fund the procurement; or, proposed amendments to the solicitation would be of such magnitude that a new solicitation would be desirable; or similar reasons. There is no assurance of any given scope or quantity of work that may be assigned to a firm or firms selected as a result of this procurement process. This RFP does not commit HBMI, the site owner, or other project partners to award a contract or to pay any costs incurred during the preparation of the proposal. HBMI also reserves the right to eliminate the need for the selected consultant to complete one or more tasks or to change the project timeline based on factors such as funding.

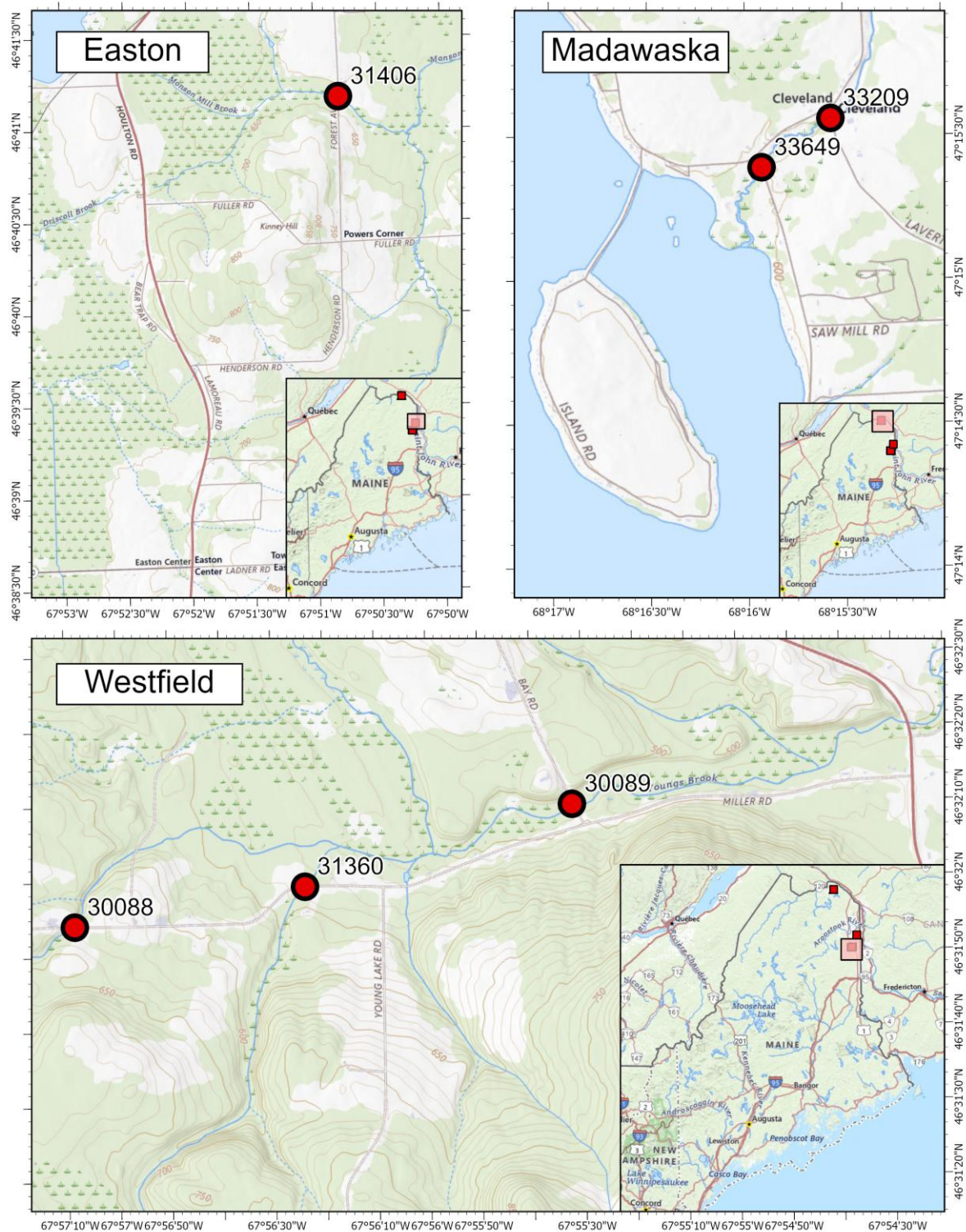
Projects developed and operated by the Houlton Band of Maliseet Indian Tribe are subject to Section 7(b) and 7(c) of the Indian Self-determination and Education Assistance Act (25 U.S.C. 450e(b)). Any complaints regarding Indian preference will be handled in accordance with the Indian Civil Rights Act. This solicitation is open to all qualified offerors and is not limited to Indian-owned businesses or Indian organizations. However, Indian preference will be applied in the solicitation, evaluation, and award process as outlined in Section D. Failure to submit the required Indian preference statement (Appendix A) may result in rejection of the proposal. False certification regarding Indian preference or subcontracting may result in contract termination.

V. Insurance Requirements

Prior to commencing the Services and during the Contract Term, the Contractor must agree to obtain and maintain all appropriate and/or required insurance coverages against liability for injury to persons or property from any and all activities undertaken by the Contractor and associated with this Agreement in any way. HBMI reserves the right to require additional insurance limits and policies based on specific activities under this Agreement, that HBMI be named insured on all applicable insurance policies, and that the Contractor provide a certificate of insurance and/or copies of applicable insurance policies as requested by HBMI. The terms of this provision will survive termination of this Agreement.

E. Site Details

I. Map of Crossing Locations



Crossings are indicated by the red circle with SiteIDs from the Maine Stream Habitat Viewer

II. Basic Characteristics of Selected Road-Stream Crossing

SiteID	Stream	Road	Town	Crossing Ownership	Road Type	Bankfull Width ft. (estimated)	Existing Structure
30088	Pretty Brook	Miller Rd	Westfield	Town	Paved	11.9	Round Culvert, Metal, 1x
31360	Youngs Brook	Miller Rd	Westfield	Town	Paved	10.5	Pipe Arch/Elliptical Culvert, Metal, 1x
30089	Youngs Brook	Day Rd	Westfield	Town	Paved	27.1	Round Culvert, Metal, 3x
31406	unknown	Forest Ave	Easton	Town	Paved	15.1	Pipe Arch/Elliptical Culvert, Metal, 1x
33209	Little River	Lavertu Rd	Madawaska	Town	Paved	31.0	Pipe Arch/Elliptical Culvert, Metal, 3x
33649	Little River	Lake Shore Rd	Madawaska	Town	Paved	31.0	Round Culvert, Metal, 3x

More information for each crossing can be found by searching the SiteID above in the [Maine Stream Habitat Viewer](#).

III. Site Photos

Site ID 30088

Photos taken in 2024

Outlet



Inlet



Outlet (closer look)



Upstream



Site ID 31360

Photos taken in 2025

Downstream



Inlet



Outlet



Upstream



Site ID 30089

Photos taken in 2012

Downstream



Inlet



Outlet



Upstream



Site ID 31406

Photos taken in 2014

Downstream



Inlet



Outlet



Upstream



Site ID 33209

Photos taken in 2016

Downstream



Inlet



Outlet



Upstream



Site ID 33649

Photos taken in 2016

Downstream



Inlet



Outlet



Upstream



Appendix A
Indian Preference Statement

Is the bidder an Indian organization or an Indian-owned economic enterprises? *If yes, please provide supporting documentation (FORM BIA – 4432) with the application.*

☐ Yes

☐ No

The bidder certifies that it understands and will comply with the Indian Preference requirements to the greatest extent feasible if hiring or subcontracting services in relation to this proposal.

☐ Yes

☐ No

I understand that failure to submit the required Indian preference statement shall be grounds for rejection of the offer as non-responsible.

I understand that termination of the contract will occur in the event of false certification regarding subcontracting with Indian enterprises or organizations.

Signature of Authorized Representative: _____

Date: _____