



Chemehuevi Reality and Planning office  
1990 palo Verde DR, Havasu Lake CA 92363

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## REQUEST FOR PROPOSALS

Project Name: 2024 Chemehuevi Indian Tribe Masterplan  
Location: Chemehuevi Indian reservation  
1990 palo Verde Dr Havasu Lake Ca,92363

Contact: Raymond E Mejia  
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Phone: 760-858-1116  
Proposals due by June 10 ,2024

The Chemehuevi planning department seeks proposals from qualified firms for professional planning services to lead the development of the Chemehuevi Indian Tribes development Master Plan. To be eligible for consideration, the proposing firm must be capable of providing the services described herein and must meet all other criteria outlined in this Request for Proposals (RFP).

**Background: The Tribe has approximately 34,000 acres of land along the Colorado River and Lake Havasu:**

The Northern portion of the Reservation has sewer, water and SCE provided electrical power and is partially developed into commercial, residential, hotel and gaming uses. The Tribe's allocation of water is 11,500-acre feet per year and only 2000+/- acre feet are currently used. The Tribes shoreline extends from the Colorado River south to The oasis resort at the Southern end of the Reservation. The North portion of the reservation has a current areal topographical survey available. The south portion of the Reservation has SCE main transmission power crossing north to south. The only development on the south portion is Havasu Palms, a 150+/- unit mobile home park that is currently leased to a developer who is planning on developing a Lakefront Resort. The Tribe has available various documents, and maps that may be useful to the Planners. A site visit would be recommended.

**Project Scope:**

- Consultants are encouraged to be creative and propose a scope of work in conjunction with the Chemehuevi Tribe. However, the following must be included.
- **Vision and Goals.** Establish a broad community vision as well as identify those topics areas prioritized by the Chemehuevi Tribe based on public input. Each topic area should be supported

by a goal, objectives and/or policy statements that serve to organize the recommendations detailed in the plan.

- **Existing Conditions Analysis.** Gather and analyze necessary data including, but not limited to demographics, existing land use and zoning, current housing, infrastructure, and market data. Review existing relevant planning documents.
- **Land Use Plan.** Create a detailed specific future land use plan to serve as the basis for future rezoning actions and Tribal Code updates. The plan should consider the existing conditions data that impact land use including but not limited to economic data, infrastructure capacity, Tribal Marinas, solar infrastructure, and Industrial development. The plan should include both maps and policies that promote quality development and beneficial long-term use of the Chemehuevi Indian Tribe.
- **Economic Development.** Propose those policies and strategies, consistent with the Chemehuevi Tribes use goals.
- **Tribal Housing/Nontribal Housing.** Analyze existing and forecasted housing needs and identify future development for tribal housing. Identify future development for other potential housing development sites on the reservation.
- **Implementation Strategy.** Identify and prioritize specific action items necessary to achieve the Chemehuevi Indian Tribes vision and goals. Create accountability by putting forth a detailed strategy including roles, responsibilities, and milestones.
- **Community Participation.** The Master Plan should respond to the needs of all those impacted by it, including tribal residents, tribal businesses. In addition to gathering ideas and feedback, it's the Chemehuevi Tribes goal to use this opportunity to increase the visibility of and excitement about planning in the community.
- **Public Engagement and Outreach.** The consultant should propose specific types of engagement that will result in participation from the tribe and off reservation tribal members throughout the process. Please include meetings, social media, community events, surveys, and online tools. Traditional approaches are encouraged.
- **Adoption.** The Master Plan will require adoption by The Chemehuevi Indian Tribal council.
- **Deliverables.** The consultant shall submit all draft reports and materials in electronic format. Copies of all presentation materials including displays and digital presentations used by the consultant at meetings shall be provided to the Chemehuevi Indian Tribe. Materials for presentations and public meetings shall be presented to the Tribal Planning department for review at least 2 weeks advance before any meeting. All hard copy materials shall be on 8 1/2" x 11" paper format, except for maps or similar exhibits. All digital map files shall be compatible with ESRI ArcGIS software.
- **Timeline.** The proposed timeframe for the planning process is twelve months from project kickoff to the Adoption phase.

**Please Provide the information requested below with a cover letter signed by an officer of the firm.**

**Qualifications:** List the project manager and other key staff members of the project team who will be responsible for the work and the project responsibility

**Scope of work.** Prepare a detailed scope of work that is responsive to the Chemehuevi tribes

Project Scope. Incorporate a public engagement plan. Provide a draft project schedule with deliverables and milestone dates.

**Cost Proposal:** Provide a cost proposal for the basic services in the Scope of Work. Include optional services with pricing, as desired, based on your professional recommendations and project understanding. Include as necessary any breakdowns of professional services and reimbursable expenses.

**Proposals must be submitted and marked “Chemehuevi Indian tribe development master plan RFP with 5 copies and 1 digital copy of your proposal package. Please also include a copy in the Dropbox link provided:**

**Office of reality and planning**  
**Chemehuevi Indian Tribe**  
**P.O box 1976**  
**Havasupai lake , CA 92363**

**Proposals must be received by June 10, 2024 at 4pm.**

The following criteria will be used in the consultant selection process:

- Innovative project approach tailored to the Chemehuevi Indian Tribe
- Value of services proposed for the project budget

Based on the proposals submitted, The Chemehuevi Tribal Reality and Planning department may conduct interviews with selected firms. Once a consultant ranking has been established, the Chemehuevi Indian Tribe will start contract negotiations with the highest ranked firm to determine the final scope of work, project budget and timeline. Contact Raymond Mejia at (760) 858-1116 or email [Planner@cit-nsn.gov](mailto:Planner@cit-nsn.gov) with any questions regarding this Request for Proposals.





