

SCOPE OF WORK
NAVAJO FORESTRY DEPARTMENT
NAVAJO FORESTLANDS INTEGRATED RESOURCE MANAGEMENT
PLAN

Contents

I. INTRODUCTION	3
II. SCOPE OF WORK	3
A. PROJECT OBJECTIVES	3
B. DELIVERABLES	3
III. PURPOSE.....	4
A. GENERAL	4
B. AUTHORITY, STANDARDS, REGULATIONS AND GUIDELINES.....	5
C. INTERDISCIPLINARY TEAM.....	5
D. DEFINITIONS	6
E. PROJECT LOCATION	6
F. EXISTING DATA SOURCES.....	6
G. CONSTRAINTS	7
H. REPORTING REQUIREMENTS	7
I. PROFESSIONAL STAFF REQUIREMENTS	7
J. COORDINATION REQUIREMENTS.....	7
IV. NOTICE TO NFD OF DELAYS	8
V. INSPECTION, EVALUATION AND PAYMENT SCHEDULE	8
A. PERIODIC INSPECTION AND EVALUATION	8
B. PAYMENT SCHEDULE.....	8
VI. DISSEMINATION OF DATA	8

I. INTRODUCTION

The Integrated Resource Management Plan [IRMP] is a strategic, vision-based long range management plan that will be based on the Navajo Nation's interests, needs and concerns for the resources of the forestlands within these areas. Once completed, this strategic plan information will lead to the development of specific resource management plans that will assist the Navajo Nation in mitigating resource management issues, offer solutions from resource professionals, community members, and interest groups.

II. SCOPE OF WORK

A. Project Objectives

The CONSULTANT in addition to coordinating public meetings and administration of the overall IRMP planning process, will be responsible to provide the following in the IRMP:

1. Develop a Resource Assessment that identifies all current resources within the Navajo Nation Forestlands. [Figures 1 and 3]
2. Facilitate public participation, and
3. Revise goals and objectives; for cultural, biological and physical resources, [Figure 2] and
4. Develop a Draft IRMP by the end of the Calendar Year.

Navajo Nation and Bureau of Indian Affairs, Navajo Region resource specialists will be available to provide further additional information regarding their perspective resources. The amount and type of information available will vary by each resource specialist.

The Navajo Forestry Department [NFD] is responsible in the administration and monitoring of this Contract. The CONSULTANT will be notified of any changes.

B. Deliverables

This contract requires the CONSULTANT to develop a work plan and a schedule of activities that will accomplish specific tasks identified within the Scope of Work for this contract. Resource management professionals, community members and other interest groups will be provided the opportunity to be involved in the planning process and express concerns.

The CONSULTANT will;

1. Develop a resource assessment; which includes resource description for cultural, biological, physical and socioeconomic resources, resource use patterns and community land use, [Figure 1].
 - a) *Will consult individually with departments/agencies for resources data availability.*
2. Fulfill public scoping by facilitating IRMP meetings at designated areas within the Navajo Nation [Figure 3] from April 1, 2017 through July 31, 2017.
3. Will develop an informational video on the IRMP process, in both Navajo and English.
4. Will record and document all comments regarding the overall IRMP process.
5. Will translate and interpret all comments in Navajo to help ensure the Navajo speaking public is informed.
6. Will ensure that Navajo translation and interpretation is provided both verbally and in writing.
7. Will utilize Social Media to inform the public and interest groups about IRMP events, meetings, and overall planning process in both English and Navajo.
8. Will develop summary reports of public outreach and meetings by August 31, 2017.
9. Will finalize the IRMP's Goals and Objectives, based off Summary Reports and public input, with assistance from the Interdisciplinary [ID] Team.
10. Will prepare a preliminary Draft IRMP, including an Executive summary, for editorial review.
11. Deliver the Draft IRMP by the end of the Calendar Year, December 31, 2017.

III. PURPOSE

A. General

The ultimate goal of an IRMP is to create a balance within natural resource management actions which reflects social, cultural, economic, and natural resource values of residents.

A separate future objective of the planning process for the IRMP is to develop an environmental document in accordance to provisions of the Council on Environmental Quality (CEQ) regulations (40 CFR Parts 1500-1508) and 30 BIA manual guidelines. Potentially impacted resources will be identified through cooperation and coordination with federal, state, and tribal agencies, local chapters, landowners and other interested citizens and citizen's groups.

B. Authority, Standards, Regulations and Guidelines

Pursuant to the *Indian Self-determination and Education Assistance Act (PL 93-638)*, as amended contract with the BIA, the NFD determined that a CONSULTANT prepare an IRMP.

The *National Indian Forest Resources Management Act (P.L 101-630)* and its implementing regulations, 25 CFR Section 163, require the BIA to properly manage Indian forest lands. 25 CFR, Section 163.11 (b) states that forest management planning for Indian forest land shall be carried out through participation in the development and implementation of integrated resource management plans which provide coordination for the comprehensive management of all natural resources on Indian lands.

Title 2 Navajo Nation Codes, Section 501 (b) (7), authorizes the Resources and Development Committee of the Navajo Nation Council to report studies of natural resources for the protection and efficient, utilization, management, administration, and enhancement.

All work carried out under this solicitation shall be consistent with the following policies and guidelines, in addition to all laws and regulations.

1. *National Environmental Policy Act of 1969, [U.S.C.A. Sec. 4321 et. seq.]* as amended and the implementing regulations issued by Council on Environmental Quality (40 CFR Parts 1500-1508).
2. 53 Indian Affairs Manual (53 IAM) and supplements thereto.
3. *Endangered Species Act of 1973*, as amended [16 U.S.C.A. Sec, 1531 et. seq.].
4. *American Indian Religious Freedom Act*, P.L. 95-341, Stat. 469 [1978].
5. Applicable Navajo Laws and Regulations [Appendix 1].
6. *National Indian Forest Resources Management Act*, P.L. 101-630, [25 CFR Section 163].
7. *National Historic Preservation Act of 1969, as amended*.
8. *Navajo Nation Cultural Resources Protection Act [19 NNC § 1001 et. seq.]*.
9. *Navajo Nation Policy to Protect Traditional Cultural Properties* [2010].

The CONSULTANT must have copies of these policies and guidelines.

C. Interdisciplinary Team

A team of professional resource managers will be selected by the DNR, BIA-NRO to assist in IRMP development. The team will:

1. Periodically update the Resources and Development Committee and other interested committees of the Navajo Nation Council.

D. Definitions

Cultural Resource: Any product of human activity, or any object or place given significance by human action or belief (NN CHP Draft Regulations, Part 100)

Culturally Sensitive Information. Information that local consultants provide with the understanding that it is to be kept confidential.

Goals: a desired result that is to be achieved

Interdisciplinary (ID) Team: A team of professional resource managers selected by the DNR to assist in IRMP development by providing input and guidance regarding the management of resources within their respective area of expertise.

Integrated Resource Management Plan (IRMP): A plan that Integrates goals, objectives, and operations of natural resource management programs with duties and responsibilities on the Navajo Nation.

Objective: measurable result of goal accomplishment

Physical Resource:

Public Scoping: the process of gathering public input

Resource Assessment: the gathering of pertinent information that will support proper resource decision making

Socioeconomic Resource: of, relating to, or involving a combination of social and economic factors

Traditional Cultural Property (TCP): A place whose significance is derived from the role it plays in a community's historically rooted beliefs, customs, and practices (National Register Bulletin 38; also, see Navajo Nation Policy to Protect Traditional Cultural Properties).

E. Project Location

The Navajo Forestry Department (NFD) proposes to develop an Integrated Resource Management Plan (IRMP) for the Forestlands located on Defiance Plateau, Chuska Mountains, Carrizo Mountain, Navajo Mountain, and Mount Powell. [Figure 3].

The offices of the Navajo Nation Division of Natural Resources are located throughout the Navajo Nation and the Forestry Department is located in Fort Defiance, Arizona. The BIA Navajo Regional Office is located in Gallup, New Mexico.

F. Existing Data Sources

Data regarding the location and attributes of specific resources may be available from the Navajo Forestry Department, Navajo Nation Department of Fish and Wildlife, Navajo Heritage and Historic Preservation Department, Division of Economic Development, Environmental Protection - Water Quality Section, Water Resources Management Department and other Navajo Nation departments. Data may also be available from the BIA, Navajo Regional Office.

G. Constraints

1. All project activities will abide by existing Navajo Nation Codes and Federal Regulations.
2. Prior to any fieldwork, chapter officials [Appendix 1] must be contacted and informed of the details of the project. CONSULTANT must arrange for attendance at a chapter planning meeting and ask to be included on the agenda at a full chapter meeting. In addition, chapter officials and community members must be kept informed of the progress of work throughout the project.

NFD must authorize any additional work requested by any party in conjunction with this project but not covered by the Scope of Work. Any requests for modification to the contract may be initiated by either the CONSULTANT or NFD. Any increase in contract amount cannot exceed 20%. If the CONSULTANT initiates the request for modification, a written justification is required. NFD will notify the CONSULTANT of approval of the request.

H. Reporting Requirements

The CONSULTANT will submit a one page status report to the Navajo Forestry Department monthly.

The information contained in the report must be sufficient to enable a reviewer to make an informed evaluation of accomplishment.

I. Professional Staff Requirements

The CONSULTANT shall comply with the application of the *Navajo Business and Procurement Act*, 12 N.N.C. §§ 1501, *et seq.*, the *Navajo Preference in Employment Act*, 15 N.N.C. §§ 601 *et seq.*, and the *Navajo Nation Business Opportunity Act*, 5 N.N.C. §§ 201 *et seq.*; unless there are some provisions from the funding source that prohibits adherence to the law.

It is recommended the CONSULTANT assemble an integrated team whose members combine the following expertise and experience in: project management and administration.

The CONSULTANT shall submit an organizational chart and vitae for key personnel prior to the commencement of work and provide vitae immediately for employees who will begin work on the project after the Notice to Proceed is received.

J. Coordination Requirements

The CONSULTANT shall inform NFD concerning the methods and procedures of the IRMP study to ensure that the objectives of this contract are met. Meetings may be held at a location and time mutually agreeable to the Consultant and NFD to review the progress of work to be performed under the terms of this contract. The first meeting shall be scheduled prior to initiation of project activities.

The NFD may be contacted by email, telephone or in person any time during this project. Close coordination shall be maintained between the Consultant and the NFD to ensure that the Navajo Nation's best interest is served.

IV. NOTICE TO NFD OF DELAYS

In the event that the CONSULTANT encounters difficulty in meeting any performance requirements or anticipates difficulty in complying with the delivery schedule or date, or has knowledge that any actual or potential situation may delay the timely performance of tasks required by this contract, the CONSULTANT shall immediately notify NFD in writing, giving pertinent details. This notification is not a waiver of any delivery schedule or date under this task order.

V. INSPECTION, EVALUATION AND PAYMENT SCHEDULE

A. Periodic Inspection and Evaluation

NFD may inspect or otherwise evaluate the work being performed periodically. NFD has the option at any time to hire or use consultant resource specialists or other professionals to perform these evaluations. If any inspection or evaluation is made by NFD on the premises of the CONSULTANT, the CONSULTANT shall provide all reasonable facilities and assistance for the safety and convenience of the NFD representative or consultant in the performance of their duties. All inspections and evaluations shall be performed in a manner that will not unduly delay the CONSULTANT's progress. Progress inspections do not constitute acceptance by NFD of any part of the work but will be for the purpose of coordination and assistance in interpretation and clarification of specific technical requirements.

B. Payment Schedule

Upon selection, payment schedule will be negotiated with the Consultant.

VI. DISSEMINATION OF DATA

Neither the CONSULTANT nor its representatives shall release any technical data, diagrams, newspaper interview or article, or other material of any nature obtained or prepared under this contract without prior, specific, written approval of NFD

The CONSULTANT and anyone employed by the CONSULTANT may not present reports on the work to professional societies or in publications. Outlines or abstracts of those reports dealing with work sponsored under this contract shall be sent to NFD for review and written approval prior to presentation or publication. Proper credit shall be given to references, NFD, and the BIA, and two copies of each paper presented or published shall be furnished to NFD.

FIGURE 1: RESOURCES TO BE INCORPORATED IN THE IRMP

The resources identified for incorporation into this IRMP process include, but are not limited to:

- a) Agriculture - dry land and irrigated
- b) Air Quality
- c) Cultural Resources - archeology, sacred, traditional, native, cultural or medicinal plant species
- d) Fisheries
- e) Forest Resources
- f) Livestock - domestic and feral
- g) Minerals - oil & gas, methane, coal, gravel, scoria
- h) Noxious weeds and other invasive species
- i) Rangelands
- j) Realty - appraisals, land purchase, ownership, leases, permits, ROWs
- k) Recreation
- l) Riparian and Wetlands
- m) Roads - highways, and unpaved roads, farm, logging
- n) Socioeconomics
- o) Soils
- p) Vegetation
- q) Viewsheds
- r) Water Resources - surface, ground, irrigation, industrial, municipal, quality of water
- s) Wildlife - game and non-game species
- t) Woodlands
- u) Threatened and endangered species
- v) Abandoned mine lands and uranium mines

FIGURE 2: NAVAJO NATION FORESTLANDS INTEGRATED RESOURCE MANAGEMENT PLAN LOCATION AREAS

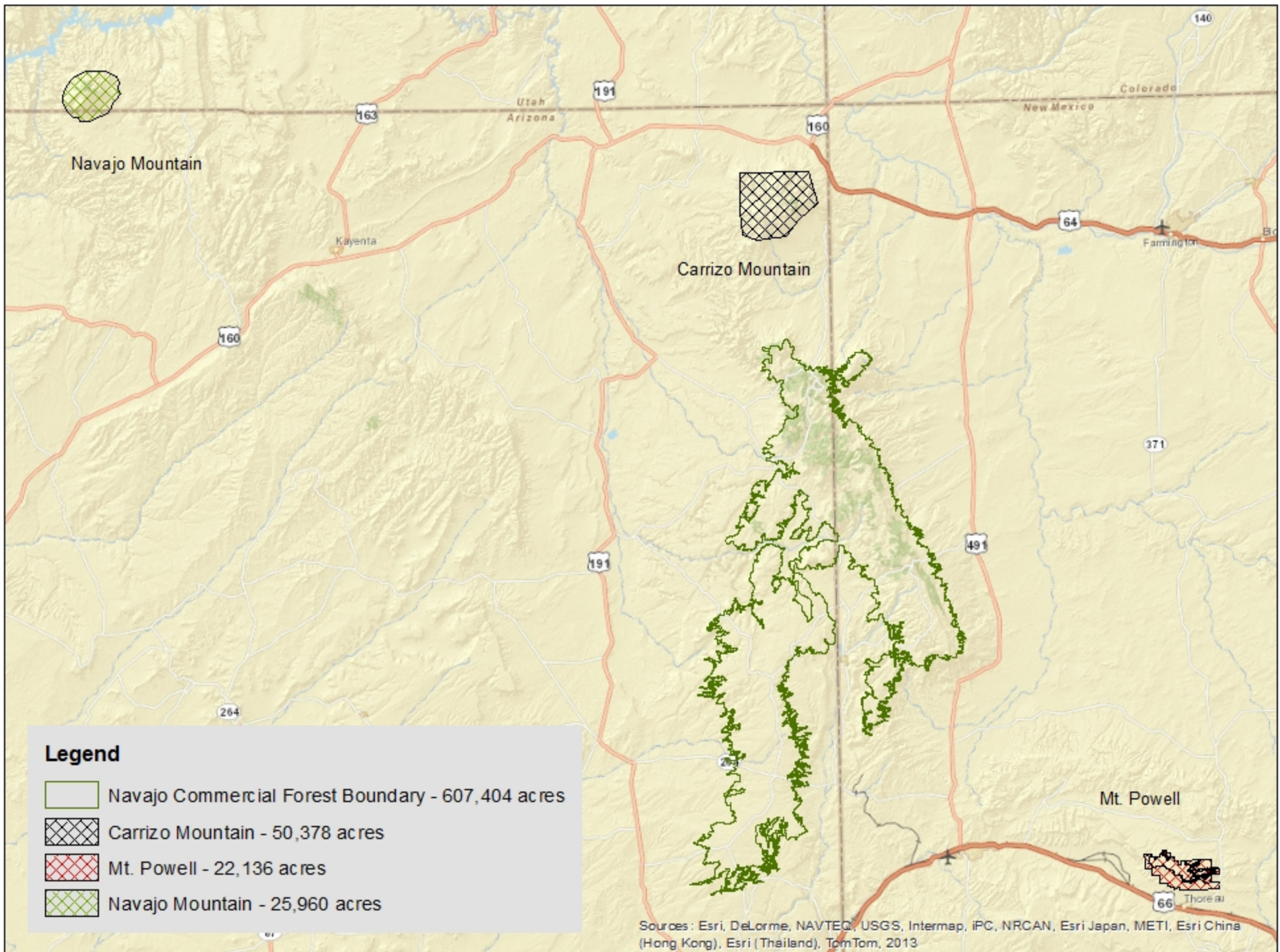


FIGURE 3 – IRMP DRAFT GOALS AND OBJECTIVES

INTEGRATED RESOURCE MANAGEMENT PLAN FOR THE FORESTED LANDS OF THE NAVAJO NATION

THE NAVAJO NATION MANAGES, PROTECTS, CONSERVES, AND ENHANCES FOREST LANDS FOR THE PEOPLE,
USING AN INTERDISCIPLINARY AND INTEGRATED APPROACH FOR ALL RESOURCES.

GOALS – OBJECTIVES

GOALS					
Manage Navajo Nation Forestlands for Multiple Resource Benefits	Incorporate Navajo Cultural sensitivity & Values in planning & Management Activities on the Navajo Nation Forestlands	Enhance the Resiliency of the Navajo Nation Forestlands to Disturbance Processes & Changing Environmental Conditions	Create Jobs and Economic Development Opportunities	Provide Education & Outreach on Responsible Resource Management	Improve Compliance with applicable Laws & Regulations that pertain to Navajo Nation forestlands
OBJECTIVES					
<p>Develop fuel mgmt. objectives & fire mgmt. strategies including fire rehabilitation & emergency stabilization guidelines for Forestlands including prescribed fire</p> <p>Increase recreational opportunities on Forestlands thru development of infrastructure (i.e. camping/picnic areas/trails, etc.)</p> <p>Enhance Forest watersheds using silviculture practices designed to improve water flow & to maintain water quality by use of BMP.</p> <p>Develop wildlife objectives for NN Forestlands & incorporate those objectives into land allocations</p>	<p>Allow for limited-seasonal housing & other structure development that is consistent w other goals & objectives.</p> <p>Develop a “Hazard Tree” program to improve public safety, especially along roads & near developments</p> <p>Ensure that traditional practitioners and Navajo Tribal members have access to cultural resources, archaeological site, TCP sites, cultural landscapes, & other sacred spaces w/in the Nation’s forests</p> <p>Establish working relationships w/ surrounding US Forests to facilitate collection and foraging of “forest products,” “wood,” and “beams” by Navajo tribal members</p>	<p>Conduct silviculture treatments to provide for diversity of Healthy Forest Conditions & Structure</p> <p>Reduce & hinder invasive/noxious plant establishment</p> <p>Limit conversion of Forestlands stands into woodland stands</p> <p>Use best knowledge available to determine management practices & strategies that will address climate change</p> <p>Develop Revegetation & Rehabilitation standards & protocols for effective & prompt recovery of areas after disturbances (such as wildfires, insect, and disease epidemics, wind throw and landslides)</p>	<p>Establish processing capability on/adjacent to NN for full capacity of harvest from Navajo Forestlands</p> <p>Encourage development of capability to use all waste/by-products (value added) Biomass Carbon</p> <p>Generate a steady flow of income to the NN thru harvest & processing of timber & other forest products</p> <p>Maintain a baseline level of production to ensure job stability, facilitate planning, and budgeting & maintain community support for active forest mgmt.</p> <p>Encourage Navajo Chapter entrepreneurial opportunities for woodland products</p>	<p>Maintain milestone reports on activities of the FMP/IRMP to tribal communities and leadership</p> <p>Develop website and expand online presence</p> <p>Create education, internships and leadership programs</p> <p>Conduct outreach to community organizations.</p> <p>Provide a system where public can call and be transferred to proper office.</p> <p>At fairgrounds; develop a resources information walk through building like the NM state fair.</p>	<p>Ensure compliance with Environmental and cultural laws and regulations.</p> <p>Enforce current Natural resources laws and regulations</p> <p>Educate the judicial/courts on the importance and value of the Natural resources.</p> <p>Establish a reward system for the public to call in violations.</p> <p>Establish grazing regulations for the forestlands.</p> <p>Incorporate the biological review and sensitive species regulations/policies and ensure compliance.</p>

FIGURE 3 – IRMP DRAFT GOALS AND OBJECTIVES

<p>(zoning) & into silvicultural prescriptions.</p> <p>Develop vegetation objectives for grasses, forbs, and shrubs to maintain viable wildlife populations & provide for developing seasonal grazing of livestock on the NN Forestlands</p> <p>Develop vegetation objectives for trees that will provide for sustained yield of forest products</p> <p>Use GIS technology to develop databases for high-tech information management and education objectives</p> <p>Ensure protection, and manage cultural resources and landscapes including use of Discovery Clause.</p> <p>Ensure protection and conservation of Sensitive plant and wildlife species.</p> <p>Ensure protection and manage both native and recreational fisheries.</p> <p>Establish milestones, develop program plans to implement the IRMP</p> <p>Define roles and responsibilities of this IRMP</p>	<p>Develop and/or adopt BMP for protection of Wildlife, Water, Soil, Wetlands, and other resources</p> <p>Provide educational opportunities for tribal youth, use intergenerational concepts, explore and incorporate Traditional Ecological Knowledge into the IRMP</p> <p>Certified chapter or Chapters land use planning is consistent with the IRMP on Forest lands.</p> <p>Develop housing clusters or subdivisions in areas that are currently supported by existing infrastructure without impacting resources</p> <p>Identify conservation areas to protect critical habitat and watersheds from development</p>	<p>Create a BAER team to address the rehabilitation actions and needs for wildfire rehabilitation on the Navajo Nation</p> <p>Define management and regulatory authority of DNR departments and impacts to Forestlands.</p> <p>Develop transportation plan and identify roles and responsibilities for implementing the plan</p>	<p>Optimize recovery of usable wood that would otherwise be lost due to insect, disease, and fire</p> <p>Host training to introduce potential entrepreneurs to the products & capabilities available w/in Forestry & other DNR Departments</p> <p>Develop the potential of the greenhouse and reforestation operations.</p>	<p>Establish a traveling resources information van that can travel between forestlands chapters.</p> <p>Form an outreach team that will create ideas to have the public regulate themselves.</p> <p>Have an annual outreach summit that moves between the forestland’s agencies.</p> <p>Have outreach open houses.</p> <p>Hire a DNR webmaster to continually update all departments’ websites.</p>	<p>Incorporate General Leasing Regulations</p>
---	--	--	---	---	--