



**HO-CHUNK NATION**  
**DEPARTMENT OF THE TREASURY**  
**PROCUREMENT DIVISION**

November 19, 2021

**ADDENDUM #2**

**RFP # 2021DWS05 – Tribal Economic Development Consultant**

**ANSWERS TO SUBMITTED QUESTIONS**

**1. The References From on Page 5 of the RFQ, indicates that references must be within the past 12 months. Our references are outside that window but within a 3 to 5-year window. Would you consider modifying the date and accepting these references? Will it count against us if they are not within the past 12 months? Otherwise, this would prevent us from submitting.**

A) See Question 15.

**2. Under the Reference section, there is preference for Tribal references. We work with 19 different Tribes and have lots of Tribal references; however our Comprehensive Economic Diversification Strategic Plans have not been out Tribal clients, but rather municipalities. Are Municipalities considered acceptable references?**

A) This will be acceptable.

**3. Would you also like references from any Tribes we work with – many are long standing relationships? We work with all our Tribal clients to identify, write, and administer state and federal grants for them to achieve their planning, design, and construction projects?**

A) See Question 15.

**4. Does the Tribe have funding in place for the Comprehensive Economic Diversification Strategy Plan? If so, what is the budget?**

A) Yes, there is funding/a budget for this project. Vendors are encouraged to submit a proposal to satisfy the Nations requirements with their best solution. Pricing will be a consideration when evaluating proposals.

**5. Who is the staff point of contact for the project? Will they be available for questions and project coordination during the project?**

A) The point of contact will be available and identified to the awarded vendor.

**6. Is there a committee or group that will be involved in the project? What will their roles be (guidance, project updates, decision-making, vision, presentations)?**

A) See Question 17.

**7. Is there a target budget for this project?**

A) See question 4.

**8. Are there any key community groups or leaders that have been identified that are important to get input from in the project?**

A) See question 17.

**9. Are there existing economic initiatives that are important to be aware of for the proposal?**

A) There is strong emphasis on broadband technology and the buildout of broadband services, and diversification away from gaming.

**10. Does the Nation have an existing Comprehensive Economic Development Strategy (CEDS) report that will be incorporated or updates as part of this effort?**

A) See Question 11.

**11. Does the Ho-Chunk Nation have an existing overall Strategic Plan? If yes, what timeframe does it cover? Would this be made available to the winning proponent, or be made available to proponents for assistance in developing their proposal responses?**

A) There is a strategic plan but it is not pieced together for a comprehensive strategic plan. This project is being spearheaded by the Legislature who does not have a larger plan.

**12. Does the Tribe have any past CEDS plans that would be made available?**

**a. What time period would these be in effect for?**

A) 3-5 year time period.

**b. What have been the best and most challenging components to adopt/implement in this/these?**

A) N/A

**c. Do these plans include Broadband and associated infrastructure analyses/information?**

A) If possible, yes.

A) No. This is the first CEDS for the Ho-Chunk Nation.

**13. Has a budget for this project been identified and would that amount or a ceiling amount be available to proponents developing their proposals in order to stay in alignment with Tribal constraints?**

A) See Question 4.

**14. What is the target length of coverage for this new Comprehensive Economic Diversification Strategy (CEDS), e.g., 3 years, 5 years, etc.?**

A) The target length will be 3 years.

**15. Due to the overall impacts of COVID-19 since 2020, would it be acceptable to:**

**a. Provide project references for over the last 3-years vs 12 months?**

A) Yes.

**b. Provide references for similar projects which are at least 50% completed by the time of proposal submission?**

A) Yes.

**c. Is integrating a technology master plan and analysis into a CEDS acceptable as “Similar”?**

A) This will be considered.

**16. Would the site visits mentioned in the Objectives section of the RFP be intended in whole or in part to include engagement with key stakeholders within the Ho-Chunk Nation, in addition to consultations with Nation leadership (e.g., tribal leadership, each district, all branches of government/districts, local businesses, anchor institutions, agencies etc.)?**

A) Yes.

**17. Please list the expected stakeholders that should be included in the project outreach.**

A) The key stakeholders will be the leadership, tribal members as well as parties that may provide input to lead to a successful CEDS project.

**18. Is the intent to incorporate both technology master planning and telecommunications engineering into the CEDS?**

A) Yes. To the extent economic development is the primary focus.

**19. Is only 1 original of the Pricing proposal required, in the envelope marked Pricing?**

A) Yes.

**20. What would be the preferred anticipated start date for the project?**

A) The anticipated start date would be as soon as possible.

**21. In addition to yourself and the Procurement Division, who (individual and/or board) is managing this RFP process? Who will be the primary point-of-contact through the course of this engagement?**

A) Procurement will be the sole contact until award of this solicitation.

**22. Will all key stakeholders be available for input and interviews? If not, what exceptions?**

A) Currently there is no scheduled interviews before the due date of proposals. This information/opportunity will be provided to awarded vendor.

**23. A Ho-Chunk organization chart (including board/governance structure). Please include the Department of Business and the economic development function (actual or anticipated if available).**

A) All preliminary information regarding RFP scope is included in the bid. Additional information will be given to awarded vendor.

**24. A list of economic development topics that may have been discussed internally (even briefly/informally).**

A) See question 23.

**25. An overview of the assets referenced in RFP Section 3, Objective #4**

A) See question 23.

**26. Map of tribal land (Fee, Trust, Other), and any readily available tribal demographic information.**

A) See question 23.

**27. (If not addressed elsewhere) copies of organization chart and the board/governance structure as currently applies to the Ho-Chunk convenience store operations.**

A) See question 23.

**28. (Once this project is under-way) will copies of the tribal budget, revenue share plan, and any prior economic/strategic plans be made available?**

A) See question 23.

**29. Will site visits be to all districts or the BRF/WI Dells area? Are virtual visits acceptable? Does the tribe have a COVID related protocol in place for workplace or business meetings that is expected to be followed?**

A) This project was designed to accommodate safety protocols for all parties and encourage virtual work to the extent possible. Currently, there is a masking mandate in place as well as reduced gatherings.

## END OF ADDENDUM

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