



Ho-Chunk Nation

Whitetail Crossing Fuel Island Resurfacing Request for Proposal



Release Date: 08/07/2026

Proposal Due Date: 09/04/2026

RFP Responses should be directed to the Ho-Chunk Nation Department of Business, via email
to:

Keith.Bedeau@ho-chunk.com

Instructions to Proposers

All spaces below are to be filled in and Proposal Letter on page 7 must be signed where indicated. Please review the Terms and Conditions section of this RFP to ensure your compliance with the process. A list of all required items is included on page 4.

Failure to sign and return Proposal Letter will cause rejection of the proposal.

Proposal of: _____

Name: _____

Address: _____

Telephone: _____

Fax/Email: _____

Submit Proposal To:
Ho-Chunk Nation Department of Business
Tribal Office Building
Attention: Keith Bedeau
W9814 Airport Rd

Black River Falls, WI 54615

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Introduction

The Ho-Chunk Nation (“Ho-Chunk” or “Nation”) is requesting proposals from fuel companies interested in providing fuel island resurfacing services to the Nation’s five Whitetail Crossing convenience stores.

Ho-Chunk Nation Background Information

The Nation is a federally recognized Indian Tribe with approximately 7,253 enrolled members, a majority of whom reside on the Nation’s 4,602-acres of reservation lands located throughout Wisconsin and Minnesota. The Nation’s headquarters are located in Black River Falls, Wisconsin, approximately 130 miles north of Madison. The Ho-Chunk Nation Constitution establishes four (4) branches of government which are the General Council, Executive Branch, Legislative Branch and the Judicial Branch. All eligible voters of the Ho-Chunk Nation are entitled to participate in General Council. The General Council retains the power to set policy for the Nation. This policy shall be resolutions proposed and approved at Annual Meetings and Special Meetings, by a majority vote of the qualified voters of the Ho-Chunk Nation General Council. The Executive Branch is tasked with enforcing law and the operations of the Nation’s revenue generating enterprises. The Legislative Branch makes law and allocates funds. The Judicial Branch interprets the Nation’s Laws and HCN Constitution; it is also the jurisdiction for case law. (See www.ho-chunknation.com)

The Nation owns and operates five Whitetail Crossing Convenience Stores throughout central Wisconsin which are managed by the Ho-Chunk Nation Department of Business. These convenience stores offer unbranded fuel, tobacco and other standard convenience store products.

Whitetail Crossing Convenience Store Information

The Ho-Chunk Nation operates five Whitetail Crossing Convenience Stores. The stores sell four levels of unbranded fuel which are unleaded (octane 87), mid (octane 89), premium (octane 91) and diesel. The mid-grade fuel is blended and the premium is ethanol free. The stores also offer fuel, tobacco products and other standard c-store products. The address and number of fuel islands for each store are listed below.

Whitetail Crossing Baraboo

Address: 3214 Hwy 12
Baraboo, WI 53913

Number of Fuel Islands: 8

Whitetail Crossing Black River Falls

Address: W9050 Hwy 54
Black River Falls, WI 54615

Number of Fuel Islands: 4

Whitetail Crossing Tomah

Address: 27867 Hwy 21 East
Tomah, WI 54660

Number of Fuel Islands: 3

Whitetail Crossing Nekoosa

Address: 4910 Creamery Road
Nekoosa, WI 54457

Number of Fuel Islands: 5

Whitetail Crossing Wittenberg

Address: N7217 Hwy 45 North
Wittenberg, WI 54499

Number of Fuel Islands: 7

Scope of Work

Selected company will complete resurfacing/restoration services on fuel islands for Whitetail Crossing Convenience Stores. See store information section for details.

- Information on the resurfacing / restoration process used by your company.
- Information on pricing and warranty.
- Schedule availability to perform the work.
- A brief history of your company and service area.
- Any affiliations your company has with the Ho-Chunk Nation, other Native American entities or with minority owned businesses.
- Tribal convenience store experience.

Proposal Submission Process

All proposals are due at the address.

Ho-Chunk Nation Department of Business
Tribal Office Building
Attention: Keith Bedeau
W9814 Airport Rd
Black River Falls, WI 54615

Email proposals are accepted and can be sent to Keith.Bedeau@ho-chunk.com.

The following items must be included with the submitted response:

1. Completed and signed Proposal Letter (last page of this document)

2. Completed Request for Proposal Cover Page (first page of this document)
3. RFP Response to Scope of Work

Failure to include the signed Proposal Letter will result in the rejection of your response.

The Ho-Chunk Nation reserves the right to reject any or all proposals, to waive any irregularity or informality in a proposal, and to accept any item or combination of items, when to do so would be to the advantage of the Ho-Chunk Nation. It is also within the right of Ho-Chunk Nation to reject proposals that do not contain all elements and information requested in this document. The Nation shall not be liable for any losses incurred by the proposer throughout this process.

Evaluation Process

The RFP Coordinator will review all proposals received to ensure that all administrative requirements of the RFP have been met by the proposers. Each proposal will be reviewed to ensure that all documentation requiring a signature have been signed. Failure to meet these basic requirements will be cause for rejection of a proposal. All proposals that meet the administrative requirements will then be turned over to the evaluation team for further evaluation.

The Evaluation Team will evaluate the quality and completeness of each proposal as it addresses the service requirements outlined in the respective RFP selection.

The Evaluation Team will review all proposals received and determine a ranking selection. Additionally, the Team may, in its sole discretion and in the course of its evaluation, ask for additional information from the proposers.

RFP Terms and Conditions

RFP Amendments

The Ho-Chunk Nation reserves the right to addend or amend the RFP prior to the date of proposal submission.

Proposal Withdrawal

Prior to the proposal date, a submitted proposal may be withdrawn by the proposed by submitting a written request to the email address named herein. A person authorized to sign for the proposer must sign all such requests.

Economy of Presentation

Each proposal shall be prepared simply and economically, providing straightforward, concise delineation of proposer's capabilities to satisfy the requirements of this RFP. Fancy bindings, colored displays, and promotional material are not required. Emphasis on each proposal must be on completeness and clarity of content.

Restriction on Communication with Staff

From the issue date of this RFP until a proposer is selected and the selection is announced, proposers are not allowed to communicate for any reason with any Ho-Chunk Nation staff or elected officials except through email at Keith.Bedeau@ho-chunk.com named wherein or as provided by existing work agreement(s). For violation of this provision, the Ho-Chunk Nation shall reserve the right to reject the

proposal of the offending proposer. All questions concerning this RFP must be submitted by email to Keith.Bedeau@ho-chunk.com and shall reference the numbered item for which the question is asked. No response other than written will be binding upon the Ho-Chunk Nation.

Cost for Preparing Proposals

The cost for developing the proposal is the sole responsibility of the proposer, the Ho-Chunk Nation will not provide reimbursement for such costs.

Conflict of Interest

If a proposer has any existing client relationship that involves the Ho-Chunk Nation that would prevent either from being objective, the proposer must disclose such relationship.

Ethics in Public Contracting

By submitting their proposals, all proposers certify that their proposals are made without collusion or fraud and that they have not offered or received any inducements from any other proposer or sub proposer in connection with their proposals, and that they have not conferred with any Ho-Chunk Nation employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services, or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater values was exchanged.

Confidentiality Requirements and Public Information Disclosure

The staff members that are assigned by the successful proposer to this project may be required to sign a departmental non-disclosure statement.

RFP Cancellations

The Ho-Chunk Nation may cancel the RFP or reject proposals at any time prior to an award, and is not required to furnish a statement of the reason why a particular proposal was not deemed to be the most advantageous.

Ho-Chunk Nation

Proposal Letter

We propose to furnish and deliver any and all of the deliverables and services named in the attached Request for Proposal (RFP) for which the price has been set. The prices or prices quoted herein shall apply for the period of time stated in the RFP.

It is understood and agreed that this proposal constitutes an offer, which when accepted in writing by the Ho-Chunk Nation, and subject to the terms and conditions of such acceptance, will constitute a valid and binding contract between the undersigned and the Ho-Chunk Nation.

It is understood and agreed that we have read the Ho-Chunk Nation's specifications shown or referenced in the RFP and that this proposal is made in accordance with the provisions of such specifications.

The laws of the Ho-Chunk Nation will govern any agreement relating to the provision of goods and services contemplated by this RFP. In addition, the service provider under such an agreement will comply with all applicable laws, regulations, and policies of the Nation.

It is understood and agreed that this proposal shall be valid and help open for a period of 120 days from the proposal opening date.

PROPOSAL SIGNATURE AND CERTIFICATION

(Proposal letter must be signed and returned with proposal)

I certify that this proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of State and Federal Law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of the proposal and certify that I am authorized to sign this proposal for the proposer.

Authorized Signature: _____ Date: _____

Print Name: _____

Print Company Name: _____