

Native American Hiring Provision Implementation Guide

for Staff, Consultants, and Communities



Wisconsin Department of Transportation
Tribal Affairs

Introduction

This guide explains how to implement the Native American Hiring Provision (NAHP) from project identification through construction. The guide provides direction for WisDOT project staff, consultants, or local communities who may be managing a NAHP project, to facilitate the successful implementation of the hiring provision.

November 2020

PREPARED BY

State Tribal Affairs Program Manager Sandy Stankevich

State Tribal Affairs Project Manager Cyless Peterson

Regional Tribal Liaisons Sandy Stankevich, NC
 Matt Halada, NE
 Aaron Gustafson, NW
 Dana Shinnors, SE
 Amy Coughlin, SW

Special thanks to Tribal Labor Advisory Committee (TLAC) for their work on developing the Native American Hiring Provision and to WisDOT Labor Compliance for their assistance in developing this guide.

About WisDOT Tribal Affairs

The WisDOT Tribal Affairs initiative works exclusively on tribal relations and all transportation related issues affecting tribal communities.

The United States government has a unique legal relationship with federally recognized Tribal Governments as set forth in the Constitution, treaties, statutes, and court decisions. WisDOT has a responsibility and is committed to this unique government-to-government relationship that respects tribal sovereignty and self-determination.

Terminology in this guide

Tribes in Wisconsin have a variety of organizational structures. In this guide, the phrase *Tribal Leadership* is used to refer to Tribal Council or Legislature. Tribal staff involved with the NAHP may include Economic Development, Environmental/Natural Resources, Roads Department, Human Resources, Labor, or Community/Workforce Development depending on the size and structure of the tribal government.

Task Forces and Committees

Inter-Tribal Task Force (ITTF)

ITTF consists of representatives designated by tribal leaders and WisDOT staff to forge and enhance government-to-government relationships between the 11 Tribes and the state and federal transportation agencies. wisdottribaltaskforce.org

Tribal Labor Advisory Committee (TLAC)

TLAC develops strategies to enhance Native American Labor opportunities on state and federal projects.

Tribal Historic Preservation Office (THPO)

THPO works to strengthen tribal participation in WisDOT programming and projects with a focus on historic preservation and environmental issues.

For more information

To learn more about WisDOT's Tribal Affairs programming contact your [Regional Tribal Liaison](#) or [State Tribal Affairs Program Managers](#). Or, talk with your supervisor about attending the biennial training opportunity *Building Bridges: On the Road to Cultural Interchange*.

Table of Contents

Introduction	i
About WisDOT Tribal Affairs	ii
The Native American Hiring Provision	1
When does it apply?	1
Purpose	2
Identifying Projects	3
Initial Checklist for NAHP Projects.....	4
Early and Frequent Coordination with the Tribe	5
Facilitating the NAHP on a Project	6
Before Let/Award	6
<i>Pre-Advertising Meeting</i>	6
Between Advertising and Let.....	7
<i>Pre-Bid Contact Requirements</i>	7
<i>Optional Tribal Outreach Meeting</i>	8
After Award / Pre-Construction.....	9
<i>Tribal Coordination Meeting</i>	9
<i>Pre-Construction Meeting</i>	10
During Construction.....	11
<i>Construction Update Meetings (optional)</i>	11
<i>Labor Reporting</i>	11
Project Closing	12
<i>Final Reporting</i>	12
Contact Information	13
Appendices	14
Appendix A - Pre-Advertising Meeting	14
Appendix B - Native American Hiring Provision Pre-Bid Contact Verification Form.....	15
Appendix C - Optional Tribal Outreach Meeting.....	17
Appendix D - Tribal Coordination	18
Appendix E - Pre-Construction Meeting.....	19
Appendix F - Native American Hiring Provision Report.....	20

The Native American Hiring Provision

The Native American Hiring Provision (NAHP) is a Standardized Special Provision (STSP) that requires contractors to provide information about hiring and employment opportunities for members of a Federally Recognized Tribe in Wisconsin. STSPs are directions and project specific requirements that are not otherwise stated explicitly in the department's current Standard Specifications for Highway and Structure Construction.

When does it apply?

The NAHP applies when the project corridor is on, partially on, or directly adjacent to a reservation or land that maintains a reservation status.¹ The provision also applies on projects that are off reservation if there is a tribally owned parcel held in trust directly adjacent to the right of way of the corridor of that project.



¹ For more information about Native American land ownership, see: *How it works: Native American ownership and governance of natural resources*. U.S. Department of the Interior, <https://revenue.data.doi.gov/how-it-works/native-american-ownership-governance/>. Accessed: Jan 31, 2019.

Purpose

The purpose of the Native American Hiring Provision is to outline the requirements and procedures necessary to promote and encourage Native American employment opportunities on WisDOT construction projects located on, partially on, or directly adjacent to a reservation, land that maintains a reservation status, or a tribally owned parcel held in trust. The provision is applied to both state and federal projects.

The provision was officially adopted in March 2013. It was developed with direct consultation among WisDOT and the 11 Federally Recognized Tribes of Wisconsin and was refined through coordination with industry representatives. The provision was established to promote the goals of Native American labor creation identified within Tribal Employment Rights Ordinances within the statutory authorities allowed to WisDOT. While the provision is a tool designed to enhance labor opportunities, WisDOT - Tribal Labor Advisory Committee (TLAC) and Statewide Native American labor initiatives have established other tools and resources designed to promote labor enhancements that extend beyond project-by-project hiring. For example, TrANS (Transportation Alliance for New Solutions) – a program that helps to fulfill entry-level laborer positions for construction contractors.

The provision is designed to stimulate early and meaningful dialog between contractors doing business in tribal communities and tribal workforce development programs. It encourages Native American hiring opportunities through enhanced communications and reporting mechanisms.

Identifying Projects

It is important for WisDOT to identify projects that may cause transportation impacts to and through tribal communities and engage in early coordination with that tribe. Project staff and the Regional Tribal Liaison may identify tribal land through county tax ID data, mapping applications or software, or by communicating project information early and often with relevant tribal governments who can provide information about property ownership. WisDOT has an [ArcGIS Online map](#) that shows Native American Lands in relation to State Highway and Local Program project locations.

When does project identification occur? Scoping, DSR submittal, and Pre-PS&E

Who is involved?

- WisDOT Project staff (Project Managers, Designers, GIS staff)
- Regional Tribal Liaison (Liaison)

How are NAHP projects identified?

WisDOT uses the following process to screen *all* projects for Native American Lands of Interest. The NAHP applies when WisDOT staff verify the project corridor is on, partially on, or directly adjacent to a reservation or land that maintains a reservation status. Or when there is a tribally owned parcel held in trust directly adjacent to the right of way of the corridor of that project.

- 1) As part of the Final Scope Certification (FDM 11-4-3), the project team provides basic project information in Sections 1-4 of the [Native American Lands of Interest Scope Determination Form](#) (NALI). The form is then sent to the Liaison for completion.
- 2) The Liaison completes Section 5 - *Does project meet definition of being a Native American Lands of Interest?* using the ArcGIS Online map to verify the presence/absence of tribal lands and their relation to the project.
 - a) **If there is tribal trust land**, the Liaison checks 'Yes,' identifies if the NAHP applies, and initiates communication with Environmental staff and the project team (NALI, Section 6).
 - b) **If there is tribal land that is *not* trust/reservation**, the Liaison checks 'Yes' or 'No' depending on likelihood of project impacts and makes note the name(s) of tribes and the current land status in Section 5.
 - c) **If there is no tribal land identified**, the Liaison checks 'No'.The completed and signed form is returned to the project team.
- 3) The DSR submittal requires project staff to confirm the status of the Native American Lands of Interest (NALI) Scoping Determination (6.0 Synopsis). Project staff should contact the Liaison to complete this step. This is especially important if the initial NALI form identified tribal land not held in trust, as the real estate status may have changed between the time a project is scoped and the PS&E date.

Initial Checklist for NAHP Projects

Once a NAHP project has been identified, the Liaison will support and guide PDS staff on who, from the tribe, should be included on project discussions. The Liaison will help make connections for other staff with their counterparts within the tribe's staff, but they do not take the lead on any topics other than that which they would normally do on any other project.

Regional Tribal Liaison	
<input type="checkbox"/>	Verify tribal contact(s) and share information with the project team
<input type="checkbox"/>	Ensure project staff have a copy of this guide
<input type="checkbox"/>	Notify the Contract Compliance Specialist that the project will contain the NAHP
<input type="checkbox"/>	Add project to quarterly report for ITTF, THPO, and TLAC
<input type="checkbox"/>	Add the project to the NAHP Project List in the Tribal Affairs master file in DTSD Administrator's Office Box folder
<input type="checkbox"/>	Add project to any regional NAHP project tracking spreadsheet
<input type="checkbox"/>	Notify the State Tribal Affairs staff so TrANS programs can be considered for the area
Project Manager / Project Team	
<input type="checkbox"/>	Make note that the NAHP will apply on this project in PMP and in any project documentation for current and future staff and/or consultants
<input type="checkbox"/>	Verify that the provision is in the special provisions
<input type="checkbox"/>	Add the relevant tribe to all project stakeholder lists
<input type="checkbox"/>	Contact the tribe to notify them of the upcoming project and discuss the NAHP
<input type="checkbox"/>	Develop a plan to coordinate with tribe and incorporate into the project's Public Involvement Plan

Early and Frequent Coordination with the Tribe

In addition to communication related to the hiring provision, WisDOT should coordinate with the tribe related to other community impacts. It's important to make a concerted effort to understand any concerns, gather feedback about the project, and incorporate that feedback when feasible. Coordination should occur throughout the project development process including scoping, 30-percent design, 60-percent design, and Pre-PS&E.

Early meetings serve as an opportunity to begin to explain the NAHP and the responsibilities the tribe has with this provision. The tribe can work with the Tribal Affairs Program and Project Managers to discuss the possibility of having a **TrANS program** offered in the area. Unemployment numbers are high in tribal communities and when a TrANS program can be offered at the location of a near future project it creates the perfect opportunity for employment and the beginnings of a life-long career.

TrANS is a comprehensive six-week (180-hr) industry awareness course for entry-level road construction jobs for adults. It provides no-cost training including CDL exam prep and apprenticeship exam prep.

Tribes also are welcome to maintain lists of people within the tribal communities interested in finding employment in transportation construction. A list of names, relevant skillsets, and experience can be very helpful to contractors during the bidding process.

Who is involved?

The Project Manager and Regional Tribal Liaison will partner to lead the tribal coordination and communication. The Liaison must be included on invitations to all meetings held with the participating tribe. The Liaison may not always be available to attend but they must be made aware of the contact. For projects where a consultant is the project engineer, and they are meeting with the tribe, there must always be a WisDOT staff member at that meeting.

Tribal representation will vary with each project depending on the project scope and the tribe's governmental structure. Representatives may include leadership, such as the Legislature or other elected officials, and staff from various departments such as Historic Preservation, Environmental/Natural Resources, Economic Development, Roads Department, Labor and Community Development, or others.

Facilitating the NAHP on a Project

Before Let/Award

Pre-Advertising Meeting

What is it? A meeting with Tribal representatives and WisDOT project staff. This meeting is an opportunity to educate the tribe on how to maximize opportunities throughout the NAHP process and inform the tribe when to expect contractor contacts (advertising date/timeline). This meeting is a chance for open communication to address any last-minute questions or concerns the tribe may have about the project. It is also a time to identify key milestones, resources.

When should this occur? At least 30-days before the project is advertised.

Who is involved?

- The Project Manager (Design and Construction), Regional Contract Compliance Specialist and Regional Tribal Liaison work together to arrange the pre-advertising meeting.
- Attendees include:
 - WisDOT Staff:
 - Project staff (Project Managers, Designers, GIS, Public Involvement, Environmental, and Real Estate, as needed)
 - Regional Contract Compliance Specialists
 - Regional Tribal Liaison
 - State Tribal Affairs Program and Project Manager, optional
 - Tribal Representatives
 - Human Resources
 - Labor / Workforce Development
 - Leadership (if interested / applicable)
 - ITTF Representative
 - Tribal Project Manager, if one has been designated
 - And any other staff as the tribe chooses to invite

What should be discussed?

- Project overview
- NAHP overview
- Advertisement and let date
- List of contractors, prime and sub-contractors, who routinely work in region
- Discuss tribe's expectations for reporting from contractor
- Discuss optional Tribal Outreach Meeting and Tribal Coordination Meeting
- Roles and responsibilities for all parties
- Share best practices with tribe (if appropriate)

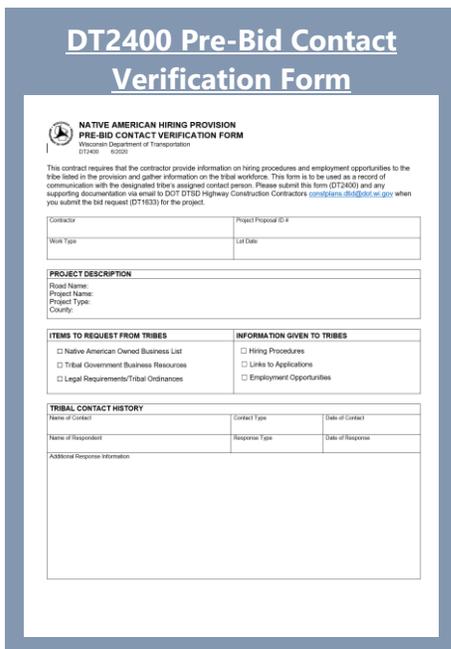
See [Appendix A](#) for Sample Agenda.

Facilitating the NAHP on a Project

Between Advertising and Let

Pre-Bid Contact Requirements

Per the Native American Hiring Provision, all contractors are required to contact the tribe to provide information on hiring procedures and future employment opportunities and gather information on the tribal work force.



DT2400 Pre-Bid Contact Verification Form

**NATIVE AMERICAN HIRING PROVISION
PRE-BID CONTACT VERIFICATION FORM**
Wisconsin Department of Transportation
DT2400 8/2020

This contract requires that the contractor provide information on hiring procedures and employment opportunities to the tribe listed in the provision and gather information on the tribal workforce. This form is to be used as a record of communication with the designated tribe's assigned contact person. Please submit this form (DT2400) and any supporting documentation via email to DOT DTSD Highway Construction Contractors constplans.dtid@dot.wi.gov when you submit the bid request (DT1633) for the project.

Contractor	Project Proposal ID #
Work Type	Let Date

PROJECT DESCRIPTION

Road Name:
Project Name:
Project Type:
County:

ITEMS TO REQUEST FROM TRIBES	INFORMATION GIVEN TO TRIBES
<input type="checkbox"/> Native American Owned Business List	<input type="checkbox"/> Hiring Procedures
<input type="checkbox"/> Tribal Government Business Resources	<input type="checkbox"/> Links to Applications
<input type="checkbox"/> Legal Requirements/Tribal Ordinances	<input type="checkbox"/> Employment Opportunities

TRIBAL CONTACT HISTORY

Name of Contact	Contact Type	Date of Contact
Name of Respondent	Response Type	Date of Response

Additional Response Information

The special provision provides the appropriate contact information for the tribe. The Regional Tribal Liaison will confirm the tribal contact and update the project team if necessary. Contractors must maintain documentation of all efforts made to communicate with the tribe using [DT2400 Pre-Bid Contact Verification Form](#). The prime bidding contractor must submit the DT2400 form and any supporting documentation when submitting the bid request (DT1633) for the project via email to: DOT DTSD Highway Construction Contractors constplans.dtid@dot.wi.gov.

When should this occur? From the time the project is advertised, but before the contractor submits their bid request.

Who is involved?

- Contractors bidding on the project
- Designated contact from tribal staff as listed in the NAHP
- Bureau of Project Development

Optional Tribal Outreach Meeting

What is it? The Tribal Outreach Meeting is an optional meeting that is entirely coordinated by the tribe. WisDOT encourages tribes to reach out to the contracting industry to promote available tribal resources such as labor, materials, equipment, waste sites, etc. However, this is considered part of the contractor bidding process and WisDOT personnel is not able to participate in these interactions.

If a tribe chooses not to hold this meeting, pre-bid contact requirements can be met by requiring eligible bidders to send employment opportunity information via mail or email to the specified tribal contact. All pre-bid contact used to fulfill bid request requirements must be documented and verifiable.

When should this occur? At least 5 business days before bids are due, as set by the tribe.

Who is involved?

- Tribe (lead) and any staff they deem pertinent such as Labor Development, Roads Manager, THPOs and Environmental staff
- All eligible bidders, prime contractors and sub-contractors

What should be discussed?

Meeting content is entirely up to the tribe. This is a time for the tribe to promote available tribal resources such as labor, materials, and Native American DBEs. Upcoming tribal road projects can also be discussed to generate interest from contractors for these projects. This is also a time to discuss tribal ordinances and regulations that would impact construction and affect costs.

See [Appendix C](#) for Tribal Outreach Meeting agenda sample.

The tribes are encouraged to utilize information that is publicly available on the [Highway Construction Contract Information \(HCCI\)](#).² Each bid letting has a specific page that contains information about the proposals being let. Access bid letting pages on the WisDOT webpage through the [Construction Bid Letting - General Process Overview](#).³

- **Plans and Proposals** – all projects are posted on the WisDOT website at the time of advertisement, approximately 5 weeks prior to the bid letting, have a link to the plans and proposals for that letting.
- **Approved Eligible Bidders** – a list of approved eligible bidders is available on the bid letting page for each letting in the Reports section. The list provides the company name, email address, and phone number.
- **Plan Holders** – a list of approved eligible bidders is available on the bid letting page for each letting in the Reports section. The list provides the company name, email address, and phone number.

² <https://wisconsin.gov/Pages/doing-business/contractors/hcci/default.aspx>

³ <https://wisconsin.gov/Pages/doing-business/contractors/hcci/bid-let.aspx>

Facilitating NAHP on a Project

After Award / Pre-Construction

Tribal Coordination Meeting

What is it? A required meeting organized by the prime contractor working with the tribe at a mutually acceptable location for the prime's project managing team, sub-contractors, WisDOT, and tribal staff to discuss project details and coordination expectations. This is also an opportunity for the tribal labor development staff to bring anyone interested in applying for work with the bid winning contractors. When the meeting is done there should be an opportunity for speed interviews.

When should this occur? Prior to the pre-construction meeting, but not on the same day.

Who is involved?

- Prime contractor
- All sub-contractors
- Tribal attendees:
 - Tribal Leadership (optional)
 - ITTF Representatives
 - Transportation/Roads
 - Human Resources
 - Workforce Development
 - Historic Preservation
 - Environmental/Natural Resources
 - TrANS graduates and any other work applicants
- WisDOT Project staff
- Regional Tribal Liaison
- State Tribal Affairs Managers, optional
- Regional Contract Compliance Specialist

What should be discussed?

The contractor sets the agenda. See [Appendix D](#) for a sample Tribal Coordination Meeting agenda.

- Project overview
 - Constructing timing/staging
- Details on hiring opportunity
- Ways to connect workforce to hiring opportunities
- Reporting requirements
- Communication preferences
- Any relevant tribal laws, procedures and programs that will affect the project
- Additional coordination needs or expectations from either party

Pre-Construction Meeting

What is it? This is the normal pre-con meeting held for every project. The tribal staff who attended the coordination meeting should be invited as optional attendees.

When should this occur? After Tribal Coordination Meeting, but not on the same day.

Who is involved?

- Tribal Representatives (invited but attendance is optional as determined by them)
 - Roads
 - Environmental
 - Labor
- Prime contractor
- All sub-contractors
- Utilities
- Regional Contract Compliance Specialist
- WisDOT Project Staff
- Regional Tribal Liaison

What should be discussed?

- Project schedule
- Contacts
- Construction safety
- Access during construction
- Traffic impacts
- Phasing and staging
- State and federal contract requirements such as DBE, FHWA 1273, ASPs, and payroll reporting

See [Appendix E](#) for a sample agenda for a pre-construction meeting.

Facilitating NAHP on a Project

During Construction

Construction Update Meetings (optional)

When should this occur? Weekly, bi-weekly, monthly or as needed depending on the scope of the project/requested by the tribe. Meetings can take place at the same time as the regular weekly construction meetings.

Who is involved? Project leadership, contractor and tribal representatives.

What should be discussed? Project progress and labor reporting.

Labor Reporting

The prime contractor is responsible for labor data and documentation as part of the contract provision. Payment may be withheld if compliance is not completed in a timely manner. Reporting for a NAHP project includes communication between the tribal labor office and the contractors and all hiring activity for the project. The [DT2405 Native American Hiring Provision Report](#) form is to be used and submitted to WisDOT and the tribe on the 15th of every month while the project is being constructed.

Who receives these reports? Tribal representatives, WisDOT project staff, Regional Tribal Liaison, and Regional Contract Compliance Specialist.

For all reporting, use [DT2405 Native American Hiring Provision Report](#).

WisDOT NATIVE AMERICAN HIRING PROVISION REPORT – DT2405
Wisconsin Department of Transportation
Updated 1/2022

Prime Contractor Company:	Project ID(s):
Company Representative's Name/Title:	Reporting Period: _____ to _____
Tribal Workforce Development Contact:	Report Type: Monthly <input type="checkbox"/> Due on the 15 th of each month during construction
Name:	Final <input type="checkbox"/> Include project totals for all hires and submit on the 15 th of the month following all contract work completed
Email Address:	
<small>The prime contractor is responsible to collect, document and submit information under the Native American Hiring Provision. Use this template to fulfill that requirement for project hires including those from all subcontractors working during this reporting period. If there have been no Native Americans hired during this timeframe, please note the reason below.</small>	<small>*Reason for no Native American hires: (Use letter associated with reason in column below) A. No job openings B. No qualified applicants C. No applicants D. Other</small>

Individual's Name	Contractor/Subcontractor	Reason for no hires (see above)	Current Status: i.e. - Referral Only/Not Hired/Retired/Off-On different project	If hired, please complete: Trade Classification	Date of Hire	# Hours	OPTIONAL: Tribal Affiliation

Comments: 	Prime Contractor: <small>The undersigned contractor hereby certifies that the listed information is true and correct as required by the WisDOT Special Provision 107-200 for Native American Employment for the prime contractor and all subcontractors.</small> Contractor Signature/Title: _____
--------------------------	---

Facilitating NAHP on a Project

Project Closing

Final Reporting

For final submittal, the contractor is to use [DT2405 Native American Hiring Provision Report](#) (Appendix F) and ensure 'Final' is checked in the Report section. Documentation of communications and the final hiring activity for the project must be submitted accordingly before the final estimate is paid.

- Upon completion of the project, the prime should submit to the tribe, the WisDOT project leader, the Regional Tribal Liaison, the Regional Contract Compliance Specialist, and the State Tribal Affairs Managers documentation summarizing all of the communications held regarding job opportunities that occurred throughout the life of the project.
- In addition, the prime must also provide a final report of all hiring activities for the prime and all subcontractors. The final report is forwarded to the tribe, the WisDOT project leader, Regional Tribal Liaison, the Regional Contract Compliance Specialist, and the State Tribal Affairs Managers.

Contact Information

For additional questions about the Native American Hiring Provision, or for assistance coordinating with a tribe, work with your Regional Tribal Liaison or the Statewide Tribal Affairs Managers at the contact information below:



[Sandy Stankevich](#), Tribal Affairs Program Manager – (715) 365-5784



[Cyless Peterson](#), Tribal Affairs Project Manager – (608) 261-0131

Regional Tribal Liaisons: www.wisconsin.gov/Pages/doing-business/civil-rights/tribalaffairs/contacts.aspx

WisDOT Tribal Affairs Management
4822 Madison Yards Way, 4th Floor South
Madison, WI 53705

Contract Compliance Contacts: <https://wisconsin.gov/Pages/doing-business/civil-rights/labornwage/contacts.aspx>

Appendix A - Pre-Advertising Meeting

9650-17-71 - STH 47 Roundabout Project Meeting Agenda

Pre-advertising meeting – 9650-17-71 STH 47 Roundabout Project
1:30 pm 1/18/2018
Keshena, WI
Community Development Building

AGENDA:

- Introductions
- Project scope brief review of plan
- Timeline expectations, explain phases
- Review Native American Hiring Provision (NAHP)
- Bidding/Advertising procedures
- Outreach expectations
- Expectations for tribal coordination meeting, who does what
- THPO and environmental questions or concerns
- Any other tribal project coordination needs or requirements

Appendix B - Native American Hiring Provision Pre-Bid Contact Verification Form

This form is used to record communication between the designated tribe's assigned contact person and the contractor.



NATIVE AMERICAN HIRING PROVISION PRE-BID CONTACT VERIFICATION FORM

Wisconsin Department of Transportation
DT2400 6/2020

This contract requires that the contractor provide information on hiring procedures and employment opportunities to the tribe listed in the provision and gather information on the tribal workforce. This form is to be used as a record of communication with the designated tribe's assigned contact person. Please submit this form (DT2400) and any supporting documentation via email to DOT DTSD Highway Construction Contractors constplans.dtid@dot.wi.gov when you submit the bid request (DT1633) for the project.

Contractor	Project Proposal ID #
Work Type	Let Date

PROJECT DESCRIPTION
Road Name: Project Name: Project Type: County:

ITEMS TO REQUEST FROM TRIBES	INFORMATION GIVEN TO TRIBES
<input type="checkbox"/> Native American Owned Business List <input type="checkbox"/> Tribal Government Business Resources <input type="checkbox"/> Legal Requirements/Tribal Ordinances	<input type="checkbox"/> Hiring Procedures <input type="checkbox"/> Links to Applications <input type="checkbox"/> Employment Opportunities

TRIBAL CONTACT HISTORY		
Name of Contact	Contact Type	Date of Contact
Name of Respondent	Response Type	Date of Response
Additional Response Information		

Appendix C - Optional Tribal Outreach Meeting

Blank Agenda for a Tribal Outreach Meeting. The tribe is responsible for setting the agenda.

Tribe
Project Name / ID

Tribal Outreach Meeting

Date & Time

Location / Address

1. **Introductions**
2. **Project Overview**
3. **Other Upcoming Tribal Road Construction Projects**
Tribal Roads Manager
4. **Review of any relevant Tribal laws or preferences**
Tribal land management, labor, planning, roads, or other staff
5. **Tribal Cultural / Environmental Programs**
THPO and Environmental staff
6. **Questions**
7. **Meet and Greet**

Appendix D - Tribal Coordination

9231-08-70 – STH 47 – Tribal Coordination Meeting Agenda



DIVISION OF MATHY CONSTRUCTION CO

P.O. Box 98 Mosinee, WI 54455-0098 Phone: 715-693-5200
Fax: 715-693-5220

TRIBAL COORDINATION MEETING AGENDA THURSDAY, AUGUST 3, 2017 9:00 AM

Location: Lac du Flambeau Education Department
562 Peacepipe Road
Lac du Flambeau, WI 54538

Project: 9231-08-70 / WISC 2016 350
STH 47
Woodruff – Manitowish - Lower Sugar Bush Lane – USH 51
Iron County

TOPICS OF DISCUSSION

Native American Hiring Provision Overview / Background	Kelly Jackson
Presentation of Project and Timelines	Prime & Subcontractors
Presentation / Discussion	DOT Project Team
Available Employment Opportunities	Prime & Subcontractor
Employee Network Working	Kelly Jackson / Brooks BigJohn
Other Tribal Departments and Areas of Opportunity	Brooks BigJohn and Tribal Representatives

- Tribal Business / Roads
- Tribal Historic Preservation / Environmental Department
- Land Management
- Planning
- Leadership
- Education
- Water and Sewer
- Safety / Inspection

EEO/AA Employer

Appendix E - Pre-Construction Meeting

9231-07-70 - STH 47/55 Roundabout Pre-Con Meeting Agenda

"GRADING YOUR FUTURE WITH INTEGRITY"



605 Grossman Drive • Schofield, WI 54476 • TEL 715.359.4042 • FAX 715.359.4142 • www.Integrityge.com

Meeting Agenda – TENTATIVE
Pre Construction / Pre Hire Meeting
Monday July 1, 2013 1pm
Tribal Council Room
William Wildcat Tribal Community Center

Come to know who is working on the project
Hwy 47 Vilas County, 9231-07-70

Introduction of attendees, and Sign In
Meet and Greet with Tribal Community Members and Sub Contractors

Overview – of the project

- WI DOT Project Manager - Jim Volkman
- Prime Contractor - Integrity Grading and Excavating, Inc. - Dan Weinkauf
Preconstruction meeting – Slated for tentative 07/08/13

Schedule -
Time line – Start _____ End _____
Expected Road Closure Dates _____

ECIP Plan
ECIP – was submitted on 06/21/2013 /
2 week leadtime – should hear back by 07/05/2013

- Sub Contractors –

Fencing Plus, Inc. -Erosion Control	Maines & Associates -Staking
Century Fence -Pavement Markings	Pieper Electric Inc. -Electric
ASTI Sawing -Saw Cutting	Northeast Asphalt -Asphalt
Rent-A-Flash -Traffic Control	Chippewa Concrete -Concrete

Presentation by Lac du Flambeau Tribal Member(s)

- Government Programs:
 - TERO - Hiring
 - Education
 - THPO - Tribal Historic Preservation Office ldfthpo@nnex.net (715) 588-2139
Sensitive work areas notify the engineer and (THPO)
 - Environmental
 - Planning
 - Roads
 - Water & Sewer
 - Land Management
- Other Upcoming Tribal projects that may require construction assistance

Speed Networking –Integrity Grading and Excavating, Inc.- Ruth Geier (Facilitator) (5 Minute Intervals)



Site Development • Roadways • Environmental Clean-up • Excavation • Snow Removal



NAHP IMPLEMENTATION GUIDELINES FOR STAFF, CONSULTANTS AND COMMUNITIES

19

Appendix F - Native American Hiring Provision Report

This form is used by the contractor to report on Native American hiring activity.

