

Koy'ō Land Conservancy dba Colfax Todds Valley Consolidated Tribe



PO Box 4884 Auburn, CA 95604

Dear:

We are Koyo Land Conservancy a non-profit dedicated to the preservation, protection, and management of the environment, resources, and the unique culture and character of the Native American tribes in the Sierra/Gold Country region and surrounding areas. KLC is developing a Tribal Monitoring Training Program to offer skill-based training to tribal members interested in working in the field of cultural heritage monitoring. We are seeking bids from qualified firms and individuals to provide professional and informed training on Tribal Cultural monitoring for Tribal members.

Qualifications include:

- Having extensive experience in the precontact and historical archeology contexts of the KLC ancestral lands
- Have a proven record of providing similar trainings to Tribes and/or Tribal communities
- Instructor(s) should have a minimum of a bachelor's degree; master's degree is preferred. The lead instructor should have a graduate degree.
- Able to provide in-class and in-field workshops and trainings
- Able to provide examples of artifacts and ecofacts during training

Proposals should include but are not limited to:

- Name, address and brief description of firm or individual named in proposal
- Resume of key personnel to be assigned to this project
- One page narrative as to applicants' interest, particular abilities and qualifications related to this project.
- Describe other projects completed by this firm and key personnel pertinent to this project. (Include reference contact information)
- Provide examples of knowledge, expertise and/or experience with other related work.
- Proximity to the work area
- Work approach for completing the scope of work
- Bid price to preform services identified in the proposal
- Authorization –the response must be signed by an individual authorized to bind the applicant and shall contain a statement to the effect that the response is valid for at least 90 days.

Scope of work:

The selected applicant will be responsible for the development of training materials and conducting training sessions. The training for Tribal Cultural Monitoring will be a 5 day event including class-room discussion, instructions, and a field visit. Voices of the Tribal Elders should be incorporated into these discussions and lessons. The curriculum will include five modules (one per day) including the following topics:

- Elder and community consultation
- Introduction to Anthropology and Archeology, Cultural Resource Management
- Basic Tribal Monitoring
- CRM Laws
- Tribal Research, Tribal History, Tribal Consultation
- Tribal Monitoring, Practical Tools
- Tribal Monitoring: Field Visit and basic fieldwork
- Resumes of the primary instructor
- Draft curriculum
- References and additional reading

Deliverable:

1. A draft plan for the Tribal Cultural Monitoring Training workshop will be submitted for review and approval by KLC.
2. A final plan for the Tribal Cultural Monitoring Training workshop will be submitted
3. In-Person 5-day Training Workshop

Reporting and/or meeting:

Consultants will meet up to four meeting with KLC to review deliverables including a kick off meeting. Additional meetings may be required for coordination. These meetings may occur virtually based on availability of schedules.

Interested firms/individuals shall submit a completed proposal in at least one of the following formats:

1. Electronic file via email to pcubbler@colfaxrancheria.com and cc Sylvie Canning at sylviercanning@gmail.com no later than January 31, 2023 at 10:00am (submission deadline)
2. Mail USB Drive to KCL no later than January 31, 2023 to

Tribal Monitor Program Director

Pamela Cubbler

PO Box 4884 Auburn, CA 95603

Proposers may ask questions or seek clarification regarding this request for proposal to Monitor Training Program Director (pcubbler@colfaxrancheria.com) and cc (sylviercanning@gmail.com) no later than January 14, 2023 (NO Phone Calls)

KLC reserves the right to cancel this solicitation, reject any or all submissions, with or without cause, to waive technical error and informalities, and to accept any proposal from a proposer which is qualified and best serves the interest of or represents the best

value to the tribe.

Federal Assistant Project:

This project is a Federally assisted in whole or in part with the Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development, Catalog=f of Federal Domestic Assistance Number 14.218.

Contractors shall be required to document their status as a Minority Business Enterprise (MBE), a women-owned business enterprise (WBE), or a non-MBE business with great extent feasible on CBDG-funded projects in accordance with executive order 11625 and executive order 12138

Debarred Contractors: The regulations ae 2 CFR part 180 restrict awards, subawards and contracts with certain parties that are debarred, suspended or otherwise excluded from or ineligible for participation in federal assisted program, projects, or activities. Contractors that g=have been debarred and are listed on the federal systems for awards management found at SAM.GOV will not be eligible to participate.

Conflict of interest: In the procurement of supplies, equipment, construction, and services by sub-recipients, the conflict-of-interest provisions in (state LCA, 2CFR 570.611 and 318, and 24 CFR 570.611), respectively, shall apply. No employee, officer, or agent of the subrecipient shall participate in selection, or in the award administration of a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.

Project Administrator: All questions relative to this RFP prior to submitting bids shall be prepared in writing and transmitted to the attention of Tribal monitor Training Program, Director, Pamela Cubbler at P.O.Box 4884 Auburn, CA 95603 or via email at pcubbler@colfaxrancheria.com and cc Sylvie Canning sylviercanning@gmail.com

No inquires will be accepted five (5) business days prior to bid opening date as this would not allow time to respond to all registered proposers. No phone inquires will be accepted.

The KLC may or may not negotiate the fee schedule with one or more offers. The KLC is an equal Opportunity employer. The contract is tentatively schedule to be awarded by KLC on June 1. 2023.

Clyde Prout- Chairman – cprout@colfaxrancheria.com

Pamela Cubbler- Vice Chairwoman/Treasurer-pcubbler@colfaxrancheria.com

Fiona Armbruster- Secretary-farmbruster@colfaxrancheria.com **Victoria**

Micheels- Member at Large-vmicheels@colfaxrancheria.com