



REQUEST FOR PROPOSALS  
**Seeking Tribal Policy Analyst (“TPA2”) to  
Prepare a Statement Addressing Tribal Perspectives on  
Owens Valley Environment  
for Big Pine Paiute Tribe of the Owens Valley**

**Purpose**

The Big Pine Paiute Tribe of the Owens Valley (“Tribe”) is accepting proposals for a Tribal Policy Analyst to develop a written Tribally-informed statement on Tribal perspectives on the Owens Valley environment and its resources. The statement will be incorporated into a Tribal Consultation Policy (TCP), which will be used by current and future Tribal leaders and staff as they pursue Tribal consultation with government agencies. The TCP will be shared with agencies and anyone desiring to use it as a template for preparing similar documents to assist in tribal consultation.

**Background**

California statutes such as Assembly Bill 52, Senate Bill 18, and (to a lesser extent) the Sustainable Groundwater Management Act (SGMA), as well as policies such as Governor Brown’s Executive Order B-10-11, provide California Native American Indian Tribes an opportunity to meet with state and local agencies and inform them of concerns specific to a tribe, especially with regard to sensitive cultural resources in the regional environment. These laws and policies offer an excellent opportunity for tribes to influence decision making and protect resources of value to a tribe. The Big Pine Paiute Tribe has accepted invitations to consult with a number of local agencies, and the Tribe has learned that the process not only may be time-consuming but also often suffers from inherent cultural differences between how tribes and agencies work and how they understand the world around them. As a result it is difficult to reach agreements or solutions because one side may not be *hearing* the other. Given the workload and misunderstandings that may result from attempts at consultation, it would be easy for a tribe to retreat from the process. It is recognized that the challenges may at times appear insurmountable, but for consultation to be effective and resources to be protected, it is imperative that the Tribe exercise patience and keep conveying its important perspectives.

To meet the challenge, the Tribe has committed to prepare a Tribally-generated written statement providing an overview of Tribal members’ views of the varied resources of Owens Valley. The statement will become part of a concise Tribal Consultation Policy, which is being prepared to provide guidance on the procedures for conducting consultation. The statement will serve as a short summary of the Tribe’s perspectives on resource management.

The Tribe is able to provide for this contractual role thanks to a 2018 CalEPA Environmental Justice grant.

**Project Description**

The Tribal Policy Analyst 2 (“TPA2”) will prepare a Tribally-informed written statement describing the Tribe’s views of the varied resources of Owens Valley. The TPA2 will begin the work by assisting Tribal staff with a meeting held to introduce the Tribal community to the project. Tribal members willing to discuss knowledge and opinions on the Owens Valley environment will be identified, and as needed, contacted for one-on-one conversations with the

TPA2. The TPA2 shall keep notes on each conversation and work to ensure that a wide range of resources, such as water, air/sky, landscapes, plants, animals, rocks, minerals, etc. have been addressed. The TPA2 will also consult and use published literature and available ethnographic material relevant to developing the work products. The TPA2 shall then draft a written statement on the perspectives. The statement is to be a broad overview of Tribal perspectives on Owens Valley, and it should strive to communicate these perspectives to a non-Indigenous audience. The statement may include a legends or story (or more than one) if the TPA2 sees this as a means of effectively communicating core concepts. The statement must not divulge sensitive or confidential information. The final statement should be 5-10 pages long (approximately 3,000 words) and the goal is to integrate it into a concise Tribal Consultation Policy providing guidance on conducting consultation as well as serving as a touchstone for the Tribe’s perspectives on resource management.

The table below summarizes the TPA2’s duties as well as the level of effort (proportion of time) expected to fulfill the each step. The scope of work anticipates 53 hours for the TPA2 to complete the work.

<b>Task</b>	<b>% time</b>
Reach out to Tribal members, leaders, elders, and others (“volunteers”) who may be willing to discuss with the TPA2 his or her views on the Owens Valley environment, the varied resources it contains, and what the Tribe should strive for now and in the future.	7%
Conduct discussions with volunteers, most likely one-on-one, and take notes. Record conversations if person being interviewed consents, and keep peoples’ names confidential unless they are willing to share. Acquire Tribal knowledge regarding a wide range of resources, such as water, air/sky, landscapes, plants, animals, rocks, minerals, etc. to the extent feasible.	28%
Investigate Owens Valley Paiute ethnographic information or other relevant literature, to the extent it is available, to corroborate knowledge shared by volunteers and to fill gaps.	16%
Analyze information in notes and ethnographic material and summarize into a broad, “high level” statement of Tribal perspectives on the Owens Valley environment. The statement may include changes that have occurred and recommendations on best practices for managing the varied resources. On or before July 31, 2019, provide the draft statement on Tribal perspectives to the Project Lead (Tribal staff) for review and incorporation into Tribal Consultation Policy.	30%
Assist Tribal staff in presenting the Tribal Consultation Policy with the Tribal perspectives incorporated, as a single document, to Tribal leaders and the Tribal community. Amend or edit the statement on Tribal perspectives, as needed, based on comments received. Complete the project no later than October 31, 2019.	19%

**Compensation and Terms of Contract**

The TPA2t will work under direction of Tribal staff and assist in fulfilling commitments as part of a grant to the Big Pine Paiute Tribe. The scope of work anticipates 53 hours for the

TPA2 to complete the work. The applicant may charge hourly (preferred) or by task, but must state a total which will not be exceeded.

### **Qualifications**

Applicants for the TPA2 must:

- ✓ Be an enrolled member of the Big Pine Paiute Tribe or possess similar Tribal affiliation.
- ✓ Hold a Bachelor's degree with a major in environmental studies, anthropology, or related field. Post graduate studies desired as well. A minimum of three years' similar, professional-level work experience may be substituted for college requirement.
- ✓ Have experience working in a Native American tribal community.
- ✓ Possess excellent communication skills, both oral and written.
- ✓ Demonstrate ability to interpret and summarize complex information.
- ✓ Be able to work independently and complete tasks in a timely manner.

### **To Be Considered, Proposal Content Should Include the Following**

- A cover letter describing applicant's interest in the project and availability to perform the work during the period from June-October 2019.
- Applicant's qualifications; for example, a resume disclosing education and work experience
- A copy of applicant's college transcripts, if available. Photocopy is acceptable.
- Examples of related work, such as report(s) prepared by the applicant.
- A list of references and their contact information, including the nature of applicant's relationship with each individual listed.
- A proposed timeline and budget for completing each task and the final deliverable (statement).

### **Additional Considerations**

The Big Pine Paiute Tribe of the Owens Valley is federally recognized. Approximately two-thirds of the Tribe's 600 members reside on the Big Pine Indian Reservation (Reservation). The Reservation is 279 acres contiguous with the town of Big Pine, California, located in Inyo County.

Indian Preference: Tribal Employment Rights Ordinance will apply. Preference in selecting the contractor will be given to qualified Indian Candidates, Title, U.S. Code Section 472 and 473. Businesses owned by American Indians are encouraged to apply.

Surrender of Work Products: All notes, recordings, transcriptions, photographs, photocopies, etc., generated as a result of this project will be property of the Big Pine Paiute Tribe of the Owens Valley and must be provided to the Tribe at the completion of the project or no later than December 31, 2019.

Allowable Costs: Funds to be used for this project are under the terms of a CalEPA grant. Costs to cover out-of-state travel are not permitted. Other restrictions apply. Please contact the Tribal lead for questions or concerns (information below).

Other Considerations: Proposals will be evaluated based on applicant's expertise in carrying out the stated tasks, proposal cost, Indian preference, and availability to complete the project.

Right of Refusal: As a discretionary undertaking, the Tribe reserves the right to dismiss any proposal for any reason.

**Proposal Submission**

Proposals are due by 5 p.m. on June 13, 2019, and may be emailed as pdf to Sally Manning, the Project Lead [s.manning@bigpinepaiute.org](mailto:s.manning@bigpinepaiute.org) or mailed to:

Sally Manning  
Environmental Director  
Big Pine Paiute Tribe of the Owens Valley  
P. O. Box 700  
Big Pine, CA 93513

Please contact the Project Lead (Sally Manning) for more information regarding this solicitation, by email or phone at (760) 938-2003 ext. 233.