



LA County
ARTS &
CULTURE

DEPARTMENT OF ARTS AND CULTURE
REQUEST FOR PROPOSALS
FOR
DEVELOPMENT OF A COUNTYWIDE TRIBAL CONSULTATION
POLICY AND IMPLEMENTATION PLAN
ARTS-100024
PROPOSER'S CONFERENCE
10 A.M. JUNE 2, 2025



LA County Land Acknowledgment

The County of Los Angeles recognizes that we occupy land originally and still inhabited and cared for by the Tongva, Tataviam, Serrano, Kizh, and Chumash Peoples. We honor and pay respect to their elders and descendants past, present, and emerging as they continue their stewardship of these lands and waters. We acknowledge that settler colonization resulted in land seizure, disease, subjugation, slavery, relocation, broken promises, genocide, and multigenerational trauma. This acknowledgment demonstrates our responsibility and commitment to truth, healing, and reconciliation and to elevating the stories, culture, and community of the original inhabitants of Los Angeles County. We are grateful to have the opportunity to live and work on these ancestral lands. We are dedicated to growing and sustaining relationships with Native peoples and local tribal governments, including (in no particular order) the

Fernandeño Tataviam Band of Mission Indians
Gabrielino Tongva Indians of California Tribal Council
Gabrieleno/Tongva San Gabriel Band of Mission Indians
Gabrieleño Band of Mission Indians - Kizh Nation
San Manuel Band of Mission Indians
San Fernando Band of Mission Indians

To learn more about the First Peoples of Los Angeles County, please visit the Los Angeles City/County Native American Indian Commission website at lanaic.lacounty.gov.



PHOTO BY: MONICA ALMEIDA



Agenda

- Land Acknowledgment
- Introduction
- Purpose
- Deliverables
- Budget, Payment, and Deliverables Schedule
- Anticipated Contract Term
- Proposer's Minimum Qualifications
- Scoring
- RFP Timetable
- Selection Process
- SM Apply Walkthrough
- Q&A



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Purpose

- To solicit proposals for a contract with an individual or organization that can develop a draft **Countywide Tribal Consultation Policy and Implementation Plan** for the LA County Board of Supervisors to consider adopting for LA County.
- The Policy will provide a framework for the County to establish and maintain effective and consistent government-to-government relationships and engage in meaningful consultation with California Native American Tribes with ancestral and cultural ties to the County.

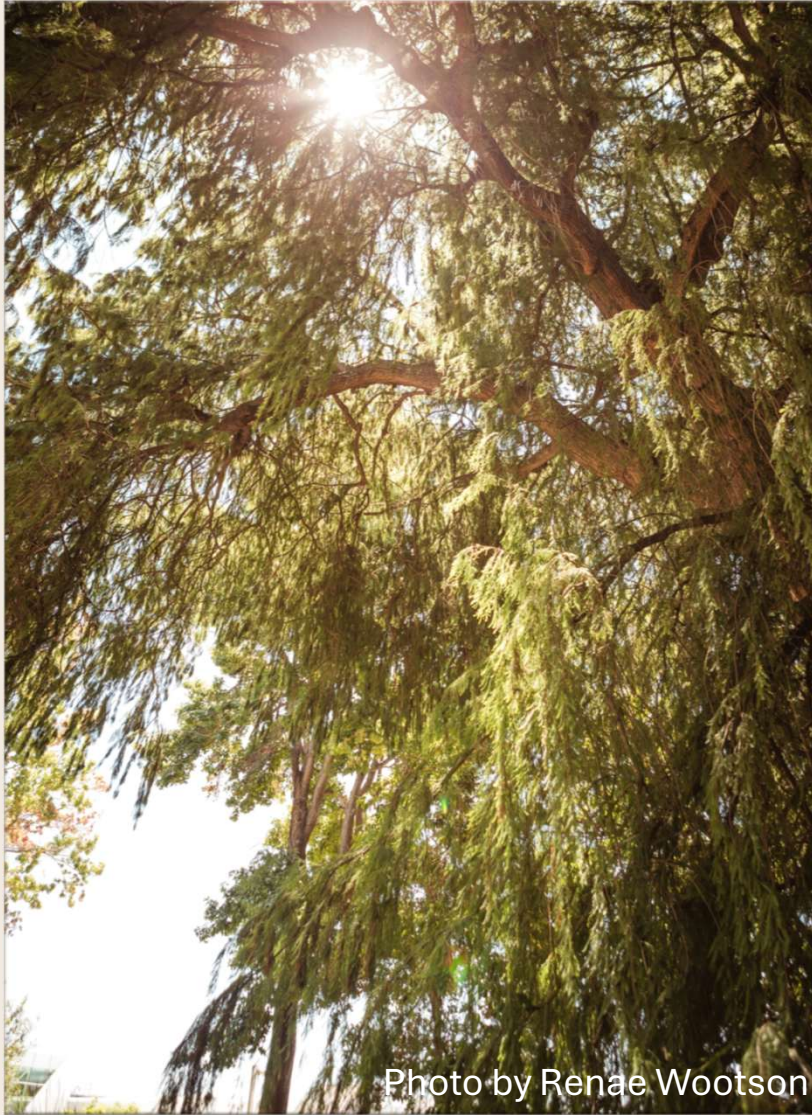


Photo by Renae Wootson

Project entails

This work will include but not limited to:

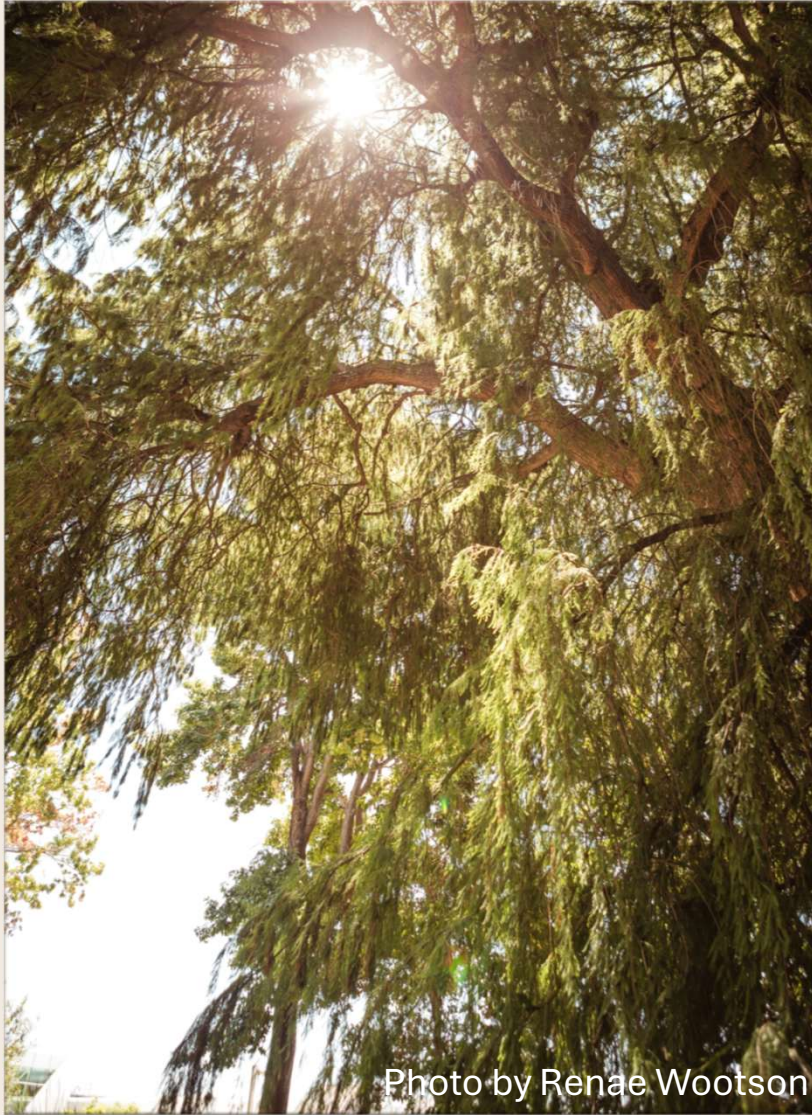
- Convening and facilitating meetings, workshops, and interviews with the Offices of the Board of Supervisors, local tribal governments, the County CEO's Office, Department heads, and County staff, as well as drafting the Policy and Plan.
- Managing all aspects of the Project, including, but not limited to, developing, planning, and executing Project components
- Overseeing operations for the Project, including managing the budget, acting as the primary contact for subcontractors and vendors
- Ensuring the smooth and timely execution of each deliverable; and
- Providing regular updates to the LANAIC Executive Director and the Department of Arts and Culture on the progress of deliverables



Deliverable 1: Project Plan

The project plan must include:

- Reference all relevant County reports and materials
- A list of individuals and groups (“Participants”) invited to inform the draft Policy, provide input, and serve as interview subjects. Participants shall include, but not be limited to, designated representatives from Tribes with ancestral ties to what is now known as Los Angeles County, the Board of Supervisors, County staff, and LANAIC Commissioners.
- A realistic timeline for executing all activities and deliverables.
- Articulated goals, format, and participants for each proposed activity and deliverable.
- A regular meeting schedule with the LANAIC Executive Director and Arts and Culture staff.
- Adequate time for the LANAIC Executive Director and Arts and Culture staff to review draft documents and provide feedback.



Deliverable 2: Research and Participant Engagement

Consultant will:

- Conduct research to inform the development of the Policy.
- Conduct outreach to Participants for guidance on policy development and provide opportunities to give feedback at key stages, including a public comment period once the draft is finalized.

Outreach should be conducted in a manner that is respectful, trauma-informed, responsive, and contributes to an atmosphere of trust and collaboration



Photo by Renae Wootson

Deliverable 3: Tribal Consultation Policy

The draft Policy will:

- Guide the County's efforts to share technical information and assist Tribes when requested.
- Establish a step-by-step process and outline roles and responsibilities to assist the County and each of its boards, departments, and offices in engaging with Tribes broadly and in government-to-government consultation.



Photo by Renae Wootson

Deliverable 4: Tribal Consultation Policy Implementation Plan

The draft Implementation Plan will provide a roadmap for the County and its various Departments, Boards, and Offices, including guidance on best practices for implementing actions to comply with the Policy

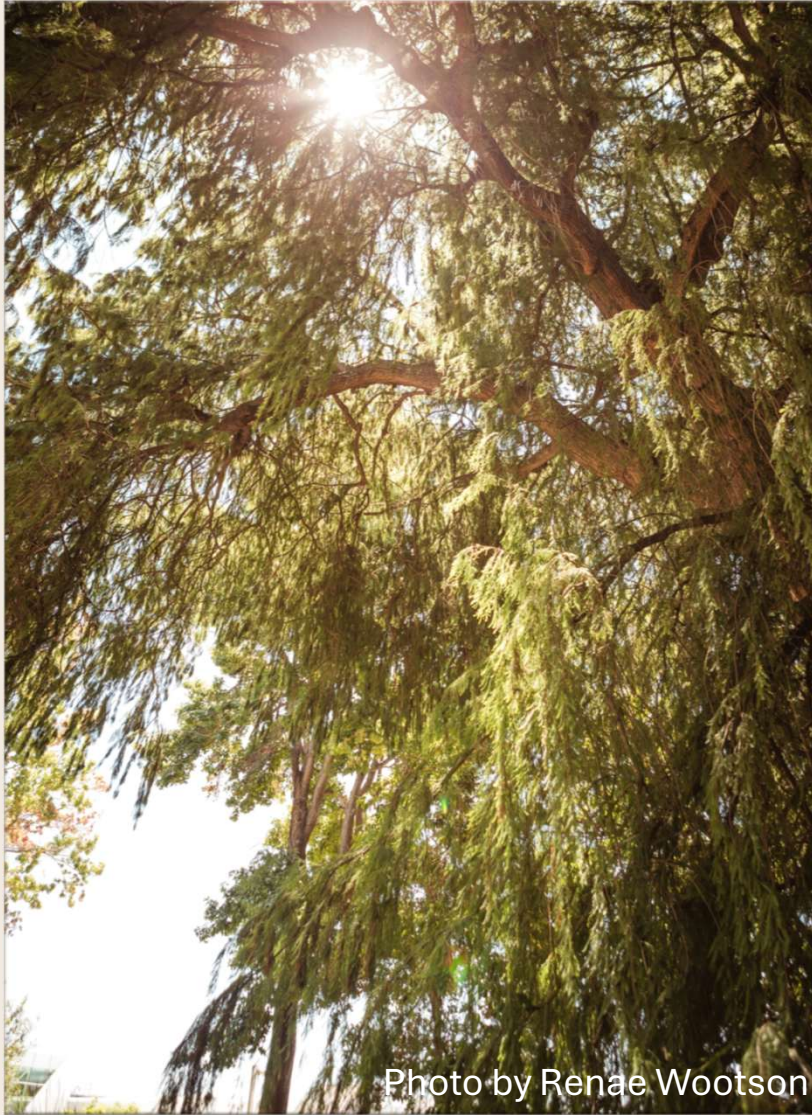


Photo by Renae Wootson

Deliverable 5: Process Documentation and Report

The consultant will submit a report that documents the processes undertaken for developing both the Policy and Plan. The report will include a summary of interviews, meetings, activities, and details about the Consultant's methodology and approaches.

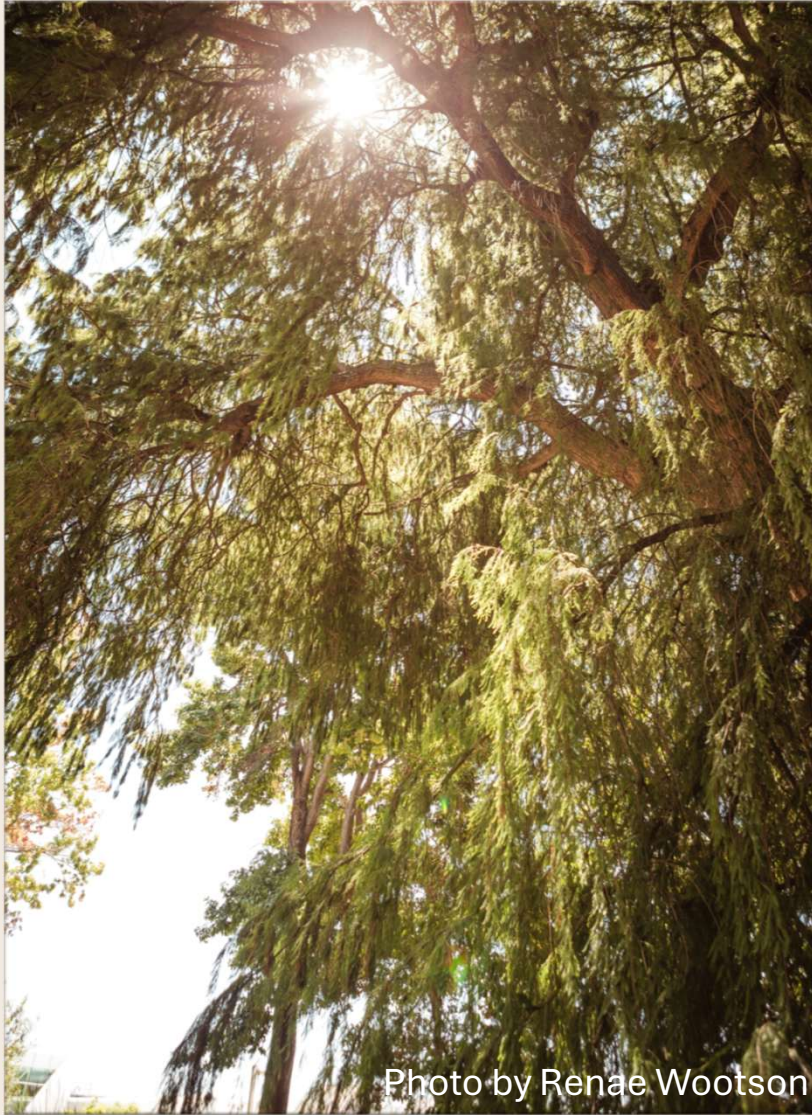


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Budget, Payment, and Deliverables Schedule

The contractor will adhere to the schedule outlined below. Adjustments to the schedule may be made upon mutual written agreement between the Contractor and Arts and Culture.

Phase	Description of Tasks and Deliverables	Due Date	Amount
1.0	Phase 1: Project Planning Kickoff meeting	TBD	\$X,XXX
1.1	Phase 1 Project Plan Status Report		
2.0	Phase 2: Research and Tribal and Stakeholder Engagement Status Report #1		
2.1	Phase 2: Research and Tribal and Stakeholder Engagement Status Report #2		
3.0	Phase 3: Tribal Consultant Policy Status Report		
3.1	Phase 3: Submission of Draft Tribal Consultation Policy		
4.0	Phase 4: Tribal Consultation Policy Implementation Plan Status Report		
4.1	Phase 4: Final Tribal Consultation Policy Implementation Plan		
Total Contract Amount			\$XXX,XXX



Quality Assurance Plan

The County will evaluate the Contractor's performance under this Contract.

- Monthly Meetings
- Contract Discrepancy Report (CDR)
- County Observations

Anticipated Contract Term

2.5.1 The contract is anticipated to commence on **July 15, 2025**.

2.5.2 The contract term is anticipated to be for a period of **up to one (1) year and six (6) months**, unless sooner terminated or extended, in whole or in part, as specified in Appendix A (Sample Contract).

2.5.3 **The County** will have the **sole option** to extend this Contract term for up to one (1) additional one (1) year period and six (6) month-to-month extensions (“Option Terms”), for a maximum total Contract term of three (3) years, based on initially contracted rates, subject to performance, needs, and availability of additional funds.



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Renae Wootson

Proposer's Minimum Qualifications

- Five (5) years of legal experience in tribal Indian law within the last 10 years.
- Five (5) years of experience, within the last 10 years, conducting stakeholder facilitation and policy development for government entities and/or other large organizations.
- Three (3) completed prior projects developing tribal consultation policies or similar literature for government entities within the last 10 years.
- Versed in tribal consultation and relevant state and federal laws and Executive Orders.
- No unresolved questioned costs identified by the Auditor-Controller, in an amount over \$100,000.00, unless such disallowed costs are the subject of current good faith negotiations to resolve the disallowed costs, in the opinion of the County.



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Scoring

Part 1: Services (900 points)

- a) Statement of Interest (100 points)
- b) Background and Experience (300 points)
- c) Proposer's Approach to Providing Required Services (300 points)
- d) Proposer's Quality Control Plan (100 points)
- e) Work Samples (100 points)



Photo by
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Scoring

Part 2: Cost

Provide a proposed budget that includes a detailed breakdown of costs for each deliverable phase of this project

Phase	Description of Tasks and Deliverables	Due Date	Amount
1.0	Phase 1: Project Planning Kickoff meeting	TBD	\$X,XXX
1.1	Phase 1 Project Plan Status Report		
2.0	Phase 2: Research and Tribal and Stakeholder Engagement Status Report #1		
2.1	Phase 2: Research and Tribal and Stakeholder Engagement Status Report #2		
3.0	Phase 3: Tribal Consultant Policy Status Report		
3.1	Phase 3: Submission of Draft Tribal Consultation Policy		
4.0	Phase 4: Tribal Consultation Policy Implementation Plan Status Report		
4.1	Phase 4: Final Tribal Consultation Policy Implementation Plan		
Total Contract Amount			\$XXX,XXX

JTO



Photo by
Rena Wootson

Slide 16

JTO

Verify if budget looks like this

Julien Tan, 2025-05-19T22:13:21.348

Scoring

Part 3: Required Forms and Corporate Documents

Forms to complete on SM Apply include:

- Form 1 Minimum Qualifications
- Form 2 Proposer's Debarment History and List of Terminated Contracts
- Form 3 Pending Litigation and Judgments (120 Points Maximum Deduction)
- Form 4 Request for Preference Consideration
- Form 5 Contribution and Agent Declaration Form
- Form 6 Attestation of Compliance and Declaration



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Summary Evaluation Scoring

Part 1. Service	Maximum 900 Points
1.1 Statement of Interest	100 points
1.2 Proposer's Background and Experience	300 points
1.3 Proposer's Approach to Providing Required Services	300 points
1.4 Proposer's Quality Control Plan	100 points
1.5 Work Samples	100 points
Part 2. Cost	Maximum 100 Points
*Budget	100 points
Part 3. Compliance and Litigation Review	Maximum 120 Points Deduction
Terminated Contracts	Possible 80 points deduction
Proposer's Litigation and Judgments	Possible 40 points deduction



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RFP Timetable

EVENT	DATE
Release of RFP	Tuesday 5/13/2025
Deadline to submit request for Solicitation Requirements Review by 4:00 P.M. Pacific Time (PT)	Tuesday 5/27/2025
Virtual Proposer's Conference	Monday 6/2/2025
Written Questions Due by 4:00 P.M. PT	Friday 6/6/2025
Questions and Answers Released	Friday 6/13/2025
Proposals Due by 4:00 P.M. PT	Tuesday 7/1/2025



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Selection Process

The evaluation process will be conducted in the following stages:

Stage 1: Adherence to Minimum Requirements (Pass/Fail)

Stage 2: Proposal Evaluation (Part 1. Services and Part 2. Cost)

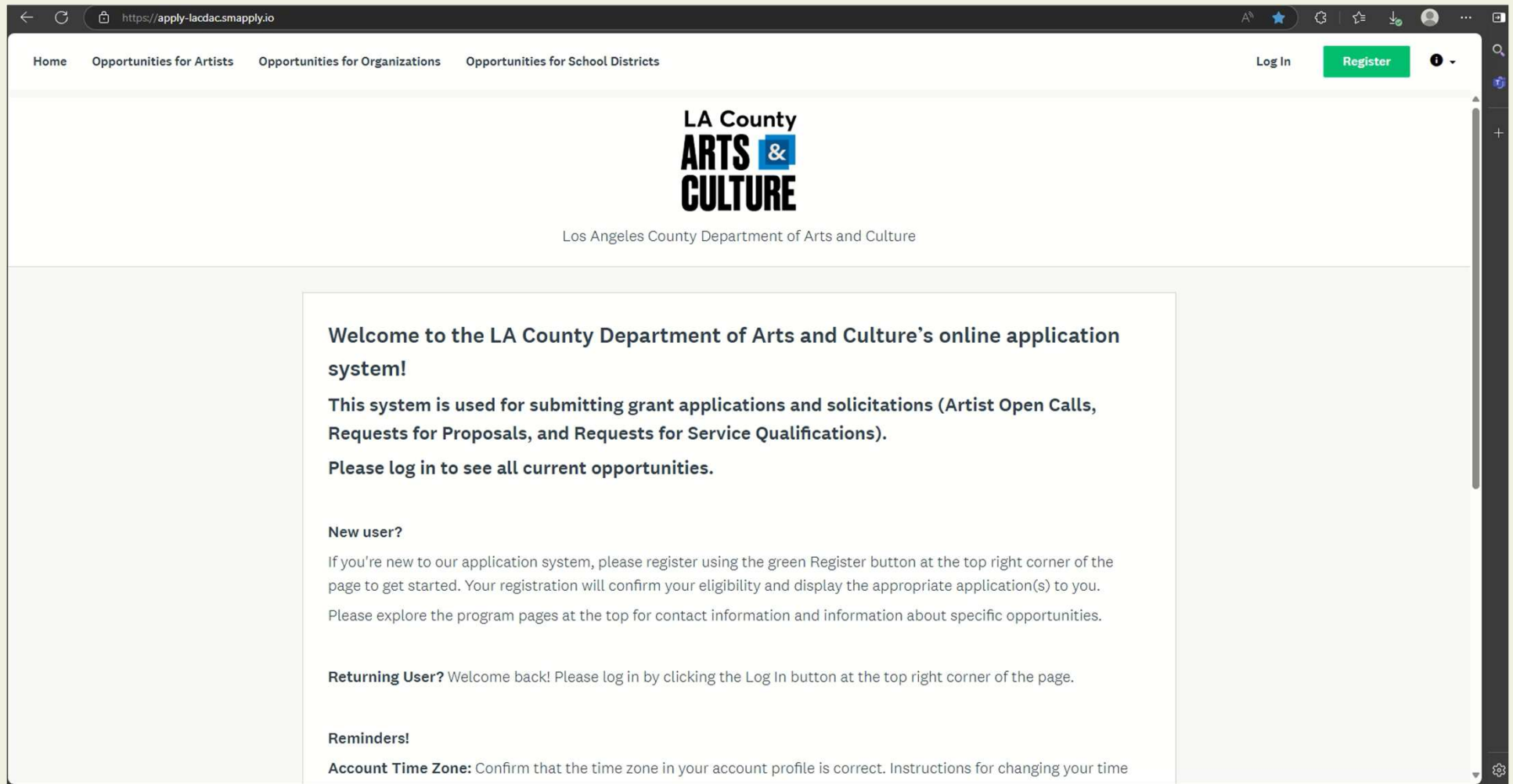
Stage 3: Interview

Stage 4: Final Review and Selection



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SM Apply Walkthrough



Home Opportunities for Artists Opportunities for Organizations Opportunities for School Districts Log In Register

**LA County
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CULTURE**

Los Angeles County Department of Arts and Culture

Welcome to the LA County Department of Arts and Culture's online application system!

This system is used for submitting grant applications and solicitations (Artist Open Calls, Requests for Proposals, and Requests for Service Qualifications).

Please log in to see all current opportunities.

New user?

If you're new to our application system, please register using the green Register button at the top right corner of the page to get started. Your registration will confirm your eligibility and display the appropriate application(s) to you. Please explore the program pages at the top for contact information and information about specific opportunities.

Returning User? Welcome back! Please log in by clicking the Log In button at the top right corner of the page.

Reminders!

Account Time Zone: Confirm that the time zone in your account profile is correct. Instructions for changing your time



Photo by
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Q&A



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LOS ANGELES COUNTY DEPARTMENT OF ARTS AND CULTURE
LOS ANGELES COUNTY CITY NATIVE AMERICAN INDIAN COMMISSION

ALEXANDRA FERGUSON VALDES
EXECUTIVE DIRECTOR

JULIEN TAN
ADMINISTRATIVE MANAGER

admin@lanaic.lacounty.gov