

SOBOBA BAND OF LUISEÑO INDIANS

Soboba Tribal Environmental Department

Request for Proposal (RFP)

Soboba Climate Change Adaptation Plan

PROJECT NAME: SOBOBA CLIMATE CHANGE ADAPTATION PLAN

SOBOBA BAND OF LUISEÑO INDIANS (SBLI)

SOBOBA TRIBAL ENVIRONMENTAL DEPARTMENT (STED)

23906 Soboba Road

San Jacinto, California 92583

PH: (951) 654-5544

caceves@sooboba-nsn.gov

October 2024

Introduction

SOBOBA BAND OF LUISEÑO INDIANS (hereinafter referred to as the "SBLI") issues this Request for Proposal (RFP). The purpose of this RFP is to obtain a consultant that is capable of developing a comprehensive strategic plan for the SBLI to prepare and protect against climate change. This will be completed by: 1) inventorying existing conditions on Tribal lands, 2) updating and expanding on a vulnerability assessment (2018) to evaluate climate change threats to the Tribal community and 3) developing adaptation strategies to mitigate impacts to these resources. The project area is the Soboba Indian Reservation, which is more than 7,000 acres, and located in the lower San Jacinto Mountains, across the San Jacinto River from the city of San Jacinto.

The project's initial phase will involve an inventory of existing conditions in both the built environment (including Tribal transportation, infrastructure, facilities, and critical resources) and the natural environment. Climate change impacts on Tribal lands, both primary (temperature, precipitation) and secondary (wildfire, drought, flooding, erosion), will be assessed for mid-century and end-of-century scenarios using the best available data from climate models and scientific literature. A vulnerability assessment will determine how these climate impacts threaten Tribal assets such as facilities, economic resources, transportation, water supplies, and critical infrastructure. Adaptation strategies will be developed in collaboration with Tribal leadership and through community outreach. This information will be integrated into an adaptation plan, which will serve as a roadmap for implementing projects to protect the Tribe from climate change and enhance transportation accessibility. Sensitive and confidential information will be removed from project deliverables at the Tribe's discretion.

Upon receiving and reviewing the proposals, the Owner *may* elect to interview selected consultants. Interview dates and times are to be determined. *The Owner reserves the right to accept or reject any proposal at its sole discretion and is under no obligation to interview all candidates.*

Written proposals *must* be submitted to the SBLI by any of the following methods:

FedEx/UPS/In Person Delivery:

**Soboba Band of Luiseño Indians
Soboba Tribal Administration
Attn: Christian Aceves
23906 Soboba Rd.
San Jacinto, CA 92583**

USPS Mail Process:

**Soboba Band of Luiseño Indians
Attn: Christian Aceves
P.O. Box 487
San Jacinto, CA 92581**

Digital Submission Process:

Soboba Band of Luiseño Indians
Attn: Caceves@soboba-nsn.gov
CC: Crodriguez@soboba-nsn.gov
Subject line:

RFP Submission “insert your agency name”
**All documents must be submitted as one file
in PDF format**

All proposals must consist of the requested sealed components, Qualifications, and a Bid, clearly marked as follows:

- Bid Proposal and Qualifications for the Soboba Climate Change Adaptation Plan

Submissions should adhere to the above listed directions. Any submissions that fail to meet the above standards will not move past the review stage. Proposals must be received by **November 7, 2024 5:00 PM local time**. Late proposals may be rejected. Submittal of proposals is at the individual's or company's sole cost and expense, and unless otherwise agreed in writing by SBLI, such proposals shall become the sole property of SBLI and shall not be returned to the proposer.

Written questions (E-mail preferred) must be received no later than **November 5, 2024 at 5:00 PM local time**. They should be directed to **Christian Aceves** via E-mail at caceves@soboba-nsn.gov and **Christine Rodriguez** via E-mail at crodriguez@soboba-nsn.gov . Phone calls may not be accepted. Answers to all questions of general applicability will be posted via addendum or responded to prior to the final submission deadline.

General Project Information

1. **Project:** Soboba Climate Change Adaptation Plan
2. **Project Owner:** SOBOBA BAND OF LUISEÑO INDIANS "SBLI"
3. **Location Coordinates:** 33.772816, -116.910292
4. **General Project Description:** The project consists of preparing a Climate Adaptation Plan for the Soboba Reservation. In order to develop this plan, the selected consultant will need to assess the current conditions of the Soboba Reservation, reference and update the 2018 Soboba Vulnerability Study, and identify adaptation projects and/or practices that will ensure Soboba's resiliency to existing and future climate threats.

Contractual Arrangements:

SBLI expects to enter into a contract with a single company (“Provider”) to develop a Soboba Climate Adaptation Plan (“Project”). The Provider will have sole contractual responsibility for completing the Project and paying all costs for labor, materials, equipment, supplies, and all other expenses required to deliver a complete Project as specified herein. The Provider may contract with firms acceptable to SBLI to fulfill its obligations under the contract; however, SBLI will not be a party to any such contracts. Notwithstanding anything to the contrary in this RFP, nothing shall require SBLI to enter into any contract relating to or arising from this RFP or to pursue otherwise the Project (in whole or in part).

Background:

The Soboba Band of Luiseño Indians is a federally-recognized tribal government that exercises our right to self-governance and self-determination. The results of exercising these rights can be seen in both our tribal government and our business enterprises. Diversification within our many business enterprises have allowed us to support the well-being of our Tribal Members by providing a wide range of services through tribal government programs. This is seen through our Tribal Administration such as the Soboba Fire Department, Public Works, Environmental Programs, Cultural Programs and many others.

Project Map:

See Appendix 1 Project Map

Reference link [here](#) for updated maps regarding this parcel of land. Please note, the imagery on the Google Earth website may not be reflecting the most recent landscape.

Scope of Work:

See Appendix 2 SOW

Proposal Submittal Requirements, Qualification Portion:

The following items **must be submitted** as a part of the **Qualification** portion of the proposal:

1. Summary of proposer’s qualifications, including experience of key personnel and relevant expertise and customer references. This summary of qualifications must specifically indicate:
 - a. Reference to previous work with Tribal Governments and/or Tribal Corporations.
 - b. Completed projects similar in scope and size completed during the last ten years, indicating the project size, location, completion date, and client. At least one of the projects must be the same size or larger.
 - c. Proposed key personnel to be assigned to the project "Team," including their relevant backgrounds. Indicate the Team organization and responsibilities as well as the primary decision-maker and the designated point-of-contact. The proposed Team shall be the team that delivers the completed Project. Any Team changes after the Project award shall be reviewed and approved by SBLI.
 - d. Partnering companies and/or subcontractors and their relationship, responsibilities, and experience.

- e. Reference names, addresses, e-mails, and phone numbers with a brief description of projects completed for each reference. References should have direct experience with the team and knowledge of the work performed. Include project photos. A minimum of two relevant references for projects of similar scope is required.
- f. Signed certification that proposer and any identified partnering companies and/or subcontractors have not been declared ineligible to receive federal contracts.
- g. Provide copies of consultant licenses and copies of certificate of insurance.

Proposal Submittal Requirements, Bid Portion:

The following items **must be submitted** as a part of the Bid portion of the proposal:

1. Detailed methodology, technical approach, or management plan
2. Project schedule showing major milestones
3. Detailed itemization of costs and expenses included in bid amount
4. Identification of a single key point of contact representing the proposer
5. Identification of special certification(s) or designation(s) for the Proposer's company
6. The apparent winning proposer will be asked to provide a sample of post-project documentation

Selection Process:

1. All proposals will be reviewed for completeness, clarity, and conformance with submittal requirements identified in the section entitled "**Proposal Submittal Requirements, Qualification Portion.**" The Proposers that satisfy these requirements shall be deemed fully qualified to complete Project according to the specified criteria based on previous documented project experience of similar scope and design, the proposed team members, and references.
2. All qualified proposals will be reviewed for completeness, clarity, and conformance with submittal requirements identified in the section entitled "**Proposal Submittal Requirements, Bid Portion.**" The selection of the successful bidder shall be at the sole and absolute discretion of the Soboba Tribal Council & Executive Board.

Evaluation Criteria:

See Appendix 3

Approximate Schedule:

Issue Date for RFP	10/07/2024
Pre-Bid Meeting	10/29/2024
Last Day to Submit Questions	11/05/2024
Proposals Due	11/07/2024
Award	11/21/2024
Kickoff Meeting	12/03/2024
Project End Date	02/28/2026

Cooperation by SBLI:

Upon notice of award, SBLI will provide any reasonable and available information and plans regarding the Project to assist with the process and provide reasonable assistance to the Provider during Project.

Notification of right to protest contract award:

Proposers have the right to protest the contract award. A written protest must be filed with Soboba’s Environmental Director, within five (5) working days after posting of the Notice of Intent to Award. Soboba will not accept any verbal protests. The protest must be a detailed, written statement of the protest grounds and reference the RFP number and name of the designated Contracts Administrator. The protest must be submitted to Soboba via E-mail using the following address: CAceves@soboba-nsn.gov.

The contract award is held up when Soboba’s Environmental Director receives the protest on time. The contract may not be awarded until the protest is either withdrawn or Soboba’s Environmental Director has rendered a decision.

Project Points of Contact

Christian Aceves
Environmental Director
caceves@soboba-nsn.gov

Christine Rodriguez
Environmental Administrative Assistant
crodriguez@soboba-nsn.gov

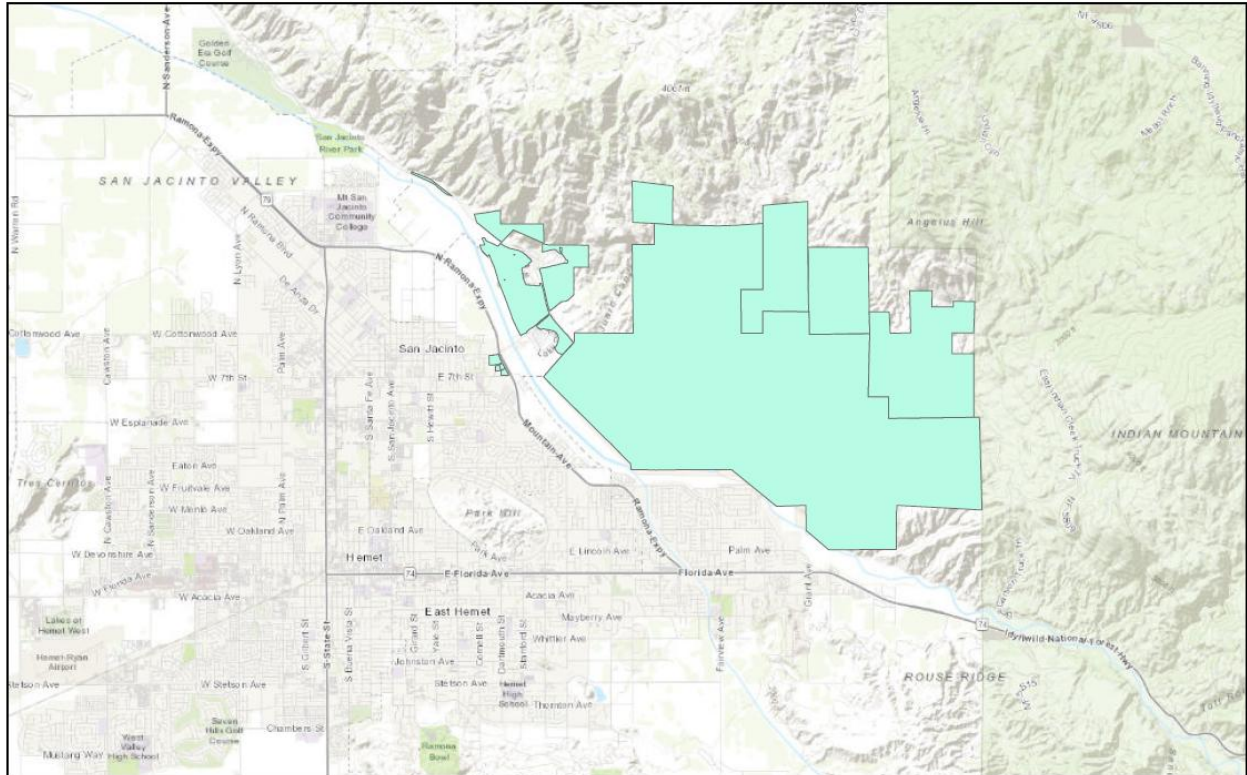
List of Appendices

1. Project Map
2. Scope of Work
3. Evaluation Table
4. Bidder Information
5. Bidder Questionnaire
6. References

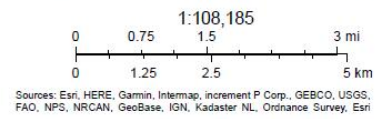
Appendix 1:

Project Map

Boundary Map



8/1/2024



Project Map illustrates the most recent Reservation boundaries.

Appendix 2:

Scope of Work

SCOPE OF WORK

Project Information	
Grant Category	Climate Adaptation Competitive
Grant Fiscal Year	2023-2024
Project Title	Soboba Climate Change Adaptation Plan
Organization (Legal name)	Soboba Band of Luiseno Indians

Disclaimer

Agency commits to the Scope of Work below. Any changes will need to be approved by Caltrans prior to initiating any Scope of Work change or amendment.

Introduction

The Soboba Climate Change Adaptation Plan is a comprehensive strategic planning project for the Soboba Band of Luiseno Indians to prepare and protect against climate change. This will be completed by:) inventorying existing conditions on Tribal lands, 2) updating and expanding on a vulnerability assessment to evaluate climate change threats to Tribal resources, and 3) developing adaptation strategies to mitigate impacts to these resources. The project area includes the Soboba Indian Reservation, which is more than 7,000 acres, and located in the lower San Jacinto Mountains, across the San Jacinto River from the city of San Jacinto.

Existing conditions of the built (Tribal transportation, infrastructure, facilities, and critical resources) and natural environments will be inventoried at the onset of the project. Primary (temperature, precipitation) and secondary (wildfire, drought, flooding, erosion) climate change impacts to Tribal lands will be evaluated through mid-century and end-of-century using the best available data from climate models and scientific literature. A vulnerability assessment will focus on how these climate change effects will threaten Tribal assets (facilities, economic resources, transportation, water supplies, and critical infrastructure). Adaptation strategies will be obtained by working with Tribal leadership and outreach to the Tribal community. This information will be synthesized into an adaptation plan that will serve as a roadmap for implementing improvement projects to protect the Tribe from climate change and improve transportation accessibility. Sensitive and confidential information will be redacted from project deliverables at the Tribe's discretion.

Project Stakeholders

The project will be led by the Soboba Tribal Environmental Department (STED). The mission of STED is to protect, restore, and enhance natural resources on the Soboba Reservation for all Tribal members past, present, and future. STED works to raise awareness for all aspects of the environment including waste issues, pollution prevention, water and air quality, conservation measures, household hazardous waste disposal, and many other areas. STED also participates in community outreach and education efforts including hosting an annual Tribal Earth Day event and community clean up days. STED also conducts surface water quality testing on streams running through the Reservation, collect and manage geographical data, and create programs to address environmental concerns.

A technical consultant will be contracted to perform data collection, literature review, spatial and statistical analyses, technical report development, presentations, workshops, and produce other content described in the scope of work. This consultant will have experience performing climate change vulnerability assessments and adaptation plans with Tribal governments.

Tribal leadership will be included on the Tribal advisory committee to help inform and guide the project. Other stakeholders include the Soboba community that consists of Tribal members and descendants. Approximately 1,200 Tribal members, descendants, and other community members reside on the Reservation. Community outreach is a core value of the Tribe. From families, children, veterans, to seniors, the Tribe strives to make a difference to those in need of medical care, clothing, food, and shelter. Soboba is committed to creating a more resilient Tribal community, and taking action to mitigate climate change impacts is another way the Tribe can help build this resiliency.

Other stakeholders include Southern California Association of Governments (SCAG), Caltrans, regional, state, and federal agencies that oversee infrastructure, land management, and other resources that are utilized by the Tribal community and have potential to be impacted by climate change.

Overall Project Objectives

The overall project objective is to develop a strategic plan to serve as a roadmap for implementing projects that will protect the Tribal community from climate change threats. To do so, a series of tasks have been structured to acquire information, analyze data, collaborate with the Tribal community, and document adaptation measures that could be implemented following the completion of this project. The following specific objectives outline the necessary components for achieving this overall objective:

- Assemble Tribal advisory committee to provide diverse perspectives and project guidance
- Acquire best available data for climate change effects to the project area
- Assess primary and secondary climate change effects for mid- and end-of-century
- Perform outreach to the Tribal community for input and engagement on climate change initiatives
- Coordinate with external stakeholders to collaborate on regional adaptation strategies that effect the Tribal community
- Develop adaptation strategies based on best management practices and Tribal knowledge
- Identify funding sources that can be used for implementing adaptation strategies
- Prioritize adaptation strategies based on feasibility, onset, risk, and Tribal community interests
- Develop an adaptation plan to use for assessing needs and guiding project implementation

Summary of Project Tasks

Task 01: Project Administration

The STED will serve as the grantee and manage and administer the project according to the Grant Application Guidelines, Regional Planning Handbook, and the executed grant agreement between Caltrans and the grantee. This will include holding a kickoff meeting with Caltrans to go over administrative requirements, as well as submitting invoices and progress reports, as required.

Task Deliverables
<ul style="list-style-type: none"> ▪ Kick-off meeting with Caltrans ▪ Quarterly invoices and progress reports

Task 02: Consultant Procurement

The Soboba Band of Mission Indians is a federally-recognized Tribe. Prior to project initiation, an agreement will be established between the Tribe and Caltrans, either directly, or through Bureau of Indian Affairs (BIA) or Southern SCAG, for the receipt of grant funds. A technical consultant will be procured and contracted in accordance with Tribal procurement guidelines. This consultant will have experience in developing Climate Change Adaptation Plans for tribal governments in California. After contracting with the technical consultant, the following work-plan will commence.

Task Deliverables
<ul style="list-style-type: none"> ▪ Contract between Tribe and consultant

Task 1: Project Onset

Project Team Meeting

At the onset of the project, a conference call meeting will be held between representatives from STED, technical consultant, Caltrans and other stakeholders (e.g., BIA, SCAG, etc.) to discuss project objectives, scope, timeline, and administrative requirements of the grant program. The process for developing an adaptation plan will be discussed, along with data needs, and existing information that will assist in project execution. Ongoing project team coordination and the community outreach logistics will also be discussed at this meeting.

Tribal Advisory Committee Meeting #1 (See Task 7 for Description)

Task Deliverables
<ul style="list-style-type: none"> ▪ Project Team meeting/minutes

Task 2: Existing Conditions

The objective of Task 2 is to collect comprehensive information on the current conditions of Tribal resources. This will be completed through coordination with the Tribal Advisory Committee to help guide the Adaptation Plan. A review of existing data, including the 2018 Vulnerability Assessment, will help identify data gaps to address. Inventorying roads and infrastructure will assist with targeting adaptation strategies to enhance transportation sustainability and protection measures from climate change threats.

Review Existing Data

Existing data will be acquired for climate conditions, environmental resources, and monitoring conducted on Tribal lands. This will include spatial and statistical data from the previous Vulnerability Assessment, in addition to temperature, precipitation, water resources, ecosystems, and existing Tribal environmental data and reports. This data will be organized and reviewed for completeness.

Road Inventory and Erosion Assessment

An inventory will be conducted for the Tribe's road network to evaluate the condition of roads and drainage infrastructure.

Through this task, we will identify, quantify, analyze, and map chronic road erosion, road segments impacting water quality, and other road integrity issues. A draft survey plan will be developed to document and map all targeted road segments and highlight priority segments to be surveyed. Survey protocols and the associated data dictionary will be outlined in the plan, along with roles and responsibilities of project team members, training of field crews, materials and supplies, and quality assurances and controls for survey data collection.

The road inventory will be performed by surveying the condition and adequacy of culverts, ditches, stream crossings, cut and fill slopes, broad based dips, water bars, and leadoffs. Immediately upon return from the field each week, crews will download all survey data from their GPS devices and digital cameras. GPS data will be differentially corrected to increase accuracy and will be reviewed in a GIS to evaluate its completeness.

A final database will be developed and consist of an MS Excel database and an ArcGIS Geodatabase. The MS Excel database will include all data generated through road survey activities. The ArcGIS Geodatabase will have survey attributes amended to line segments and point features collected in the field.

Tribal Advisory Committee Meeting #2 – Existing Conditions (See Task 7 for Description)

Inventory additional Tribal Resources

This task will identify important Tribal resources that are likely to be impacted by climate change. Tribal resources may include essential facilities (e.g., clinics, fire stations, schools), utility systems (e.g., water, fuel, gas, power, communications), food and water security, vulnerable populations, transportation system, drainage networks, and historic, and natural resources on lands utilized by the tribe. Inventory data will be obtained from the STED staff and other local sources.

Task Deliverables
<ul style="list-style-type: none">▪ Data needs assessment▪ Road Inventory survey plan and data

Task 3: Vulnerability Assessment

The Vulnerability Assessment completed in 2018 will be expanded to include road inventory data, and additional information collected in Task 1. The Vulnerability Assessment will then be updated to include the most recent climate change projections for impacts to the Soboba Reservation and surrounding region. Information collected through the Existing Conditions (Task 2) will be included for evaluating projected impacts to these resources from climate change. Additional information will be collected through outreach to the Tribal community to better understand their concerns and priorities to address in the strategic plan.

The following steps describe this process in more detail.

Assess Climate Exposure

Recent data from Cal-Adapt, literature, and agency reports will be reviewed and summarized. Potential climate change effects may include flood, wildfire, landslide, and drought. Various Representative Concentration Pathways (RCP) will be reviewed to understand how climate change effects may fluctuate depending on different emission scenarios. Climate change projections for primary and secondary effects will be downscaled to the local level (i.e., Riverside County, Soboba Reservation) through the end of century. A series of maps will be produced to show the different scenarios and their effects to the Reservation.

Tribal Community Outreach (See Task 6 for Description)

Tribal Advisory Committee Meeting #3 – Vulnerability Assessment (See Task 7 for Description)

Evaluate Potential Impacts

Once climate change exposure and important Tribal resources have been identified, an analysis will be conducted on how these resources are likely to be impacted by climate change effects. This will be accomplished by evaluating potential climate change scenarios at a local level to assess the impacts to Tribal resources. This will include statistical and spatial analyses (depending on data availability and quality).

External Stakeholder Meeting

An external stakeholder meeting will be conducted to collect information from other tribal governments, and local, state, and federal agencies for assessing adaptive capacity. This information may include other vulnerability assessments, transportation plans, adaption plans, or other climate related planning efforts.

Assess Tribal Adaptive Capacity

The Tribe's current ability to address the potential impacts identified will be outlined. Current adaptive capacities may include existing policies, plans, projects or programs that are already in place (or can be implemented with little effort) to address an impact. Adaptive capacity may also include regional projects being implemented that may address climate change impacts to the Tribe.

Vulnerability Assessment

A Vulnerability Assessment will be completed using the information collected in the Existing Conditions (Task 2) and elements of Task 3. Information from the 2018 Vulnerability Assessment will be included and updated or expanded where necessary.

Task Deliverables
<ul style="list-style-type: none">▪ Maps▪ Inventory of Tribal resources▪ PowerPoint presentation▪ Meeting minutes▪ Vulnerability Assessment

Task 4: Adaptation Strategy Development

The objective of this task is to develop a strategic approach for protecting Tribal resources based on threats identified through the updated Vulnerability Assessment. This will be done through meeting with the Tribal Advisory Committee, researching relevant adaptation measures and other best practices, and meeting with external stakeholders.

Tribal Advisory Committee Meeting #4 (See Task 7 for Description)

Research Adaptation Strategies

Potential strategies to address the most high-risk impacts will be researched as well as sources of funding to assist with strategy implementation. Specific adaptation actions will be researched and funding sources (e.g., state and federal grant opportunities) for implementing various adaption strategies will be identified. This will allow for the development of a roadmap for future work.

External Stakeholder Meeting

An external stakeholder meeting will be conducted to coordinate with SCAG, Caltrans, various local, state, and federal agencies that are undertaking climate change initiatives and share

Adaptation Strategy Matrix

Information from the adaptation strategy research, external stakeholder meeting, and Tribal Advisory Committee will be summarized and integrated into a spreadsheet that includes specific adaptation strategies, the locations where they could be implemented, the resources they protect, and the climate change effects that they address.

Task Deliverables
<ul style="list-style-type: none">▪ Adaptation strategy matrix▪ PowerPoint presentation▪ Meeting minutes

Task 5: Draft and Final Plan

Draft and Final Report Development

A Tribal Climate Change Adaptation Plan will be compiled that builds off data analysis, maps, and other content developed through Tasks 2-4 and 6-7. Information on potential adaptation strategies and funding sources will also be integrated to serve as an active tool for the Tribe to identify, plan, and implement climate change adaptation projects. A draft report will first be produced and circulated to the Tribal Advisory Committee for review. After draft review, comments will be addressed and incorporated into the final report, to the extent feasible.

Tribal Advisory Committee Meeting #5 – Adaptation Plan (See Task 7 for Description)

Database Development

A database will be created that includes spatial and tabular data from data collected and analyzed in Tasks 2, 3, and 4. This database will include an ArcGIS database and organized data files used in statistical analyses of climate change models, survey results, and other sources.

Task Deliverables
<ul style="list-style-type: none">▪ Adaptation Plan report▪ Database

Task 6: Tribal Community Outreach

Outreach will be conducted by STED to both the Tribal community and other Tribal departments. For outreach to the Tribal community, this will likely be conducted through electronic newsletters, social media, events (i.e., Earth Day) and Tribal website. The objectives of the community outreach are to engage and inform the Soboba Tribal members and descendants of climate change impacts. Additionally, this outreach will be performed to gather information about existing conditions and concerns that could help direct this community-focused project. This will be done using an online survey/questionnaire to crowd-source data.

Depending on the confidentiality of data, the final report, presentation, and (or) other information about the project that the Tribe deems appropriate will be available to Tribal members.

Task Deliverables

- | |
|---|
| <ul style="list-style-type: none"> ▪ E-newsletter ▪ Website and social media content ▪ Tribal community survey/questionnaire |
|---|

Task 7: Advisory Committee Meetings

In addition to outreach to the Tribal community, a group of Tribal leaders and Tribal administration staff will be formed to guide the project. This will be done through several meetings that will guide the adaptation planning process, performing the inventory of existing conditions, and gathering information adaptation measures to include in the Adaptation Plan. All workshops will be conducted either in person or remote, depending on public health guidelines or logistical feasibility.

Tribal Advisory Committee Meeting #1 – Project Onset

A meeting will be held to provide a project overview and outline the process and objectives for developing the Adaptation Plan. A PowerPoint Presentation for the meeting will be developed along with additional digital handouts, as necessary. Concerns will be discussed to help refine the process for maintaining the confidentiality of Tribal resources.

Tribal Advisory Committee Meeting #2 – Existing Conditions

A meeting will be held to identify important Tribal facilities, infrastructure, environmental resources, community resources, and areas of Tribal importance. Any known concerns of resources and their climate vulnerabilities will be documented. A PowerPoint Presentation for the meeting will be developed along with additional digital handouts, as necessary

Tribal Advisory Committee Meeting #3 – Vulnerability Assessment

A meeting will be held to review information developed for the updated Vulnerability Assessment. Previous survey results from the 2018 Vulnerability Assessment will be reviewed. At this meeting, participants will be asked to prioritize climate change impacts to address in the Adaptation Plan. These priorities will be based on likelihood, timing, and magnitude of impact. A PowerPoint Presentation for the meeting will be developed along with additional digital handouts, as necessary.

Tribal Advisory Committee Meeting #4 – Adaptation Strategy Development

A meeting will be held to discuss adaptation strategies and best management practices (BMPs) for future implementation. This will include summaries of BMPs and literature researched in Task 4 and other planning or adaptation efforts identified through stakeholder meetings. A questionnaire will also be circulated to gather information to include in the Adaptation Plan.

Tribal Advisory Committee Meeting #5 – Adaptation Plan

A meeting will be held to discuss the Adaptation Plan structure and contents. Any concerns related to confidentiality will also be discussed. This meeting will aid in the review of the planning document and ensure that it meets the objectives of the Tribal community.

Task Deliverables
<ul style="list-style-type: none"> ▪ PowerPoint presentations ▪ Minutes/workshop summaries ▪ Tribal adaptation strategy questionnaire

Task 8: Board Review/Approval

Members of the Soboba Tribal Council will be presented with the final version of the Adaptation Plan. A PowerPoint presentation will be developed that summarizes the work conducted and main findings of the Vulnerability Assessment and Adaptation Strategy Development. Potential adaptation strategies will be a focus of the presentation along with next steps for implementing recommendations. This presentation will be conducted remotely or in person depending on public health guidelines or logistical feasibility. Any necessary edits or feedback will be noted and incorporated into the report before it is officially adopted by Tribal Council.

Task Deliverables
<ul style="list-style-type: none">▪ PowerPoint presentation▪ Tribal Council resolution to adopt Adaptation Plan

Appendix 3:

The SBLI will use the following criteria in evaluating proposals received in response to this RFP. The successful proposal will be submitted in response to this RFP by the submittal deadline that is the most advantageous to the Tribe. A review and selection committee composed of key government officials will evaluate proposals. The evaluation of proposals and the selection of the successful proposal will be based on the information provided by the proposer in its proposal, including, without limitation, the proposer's qualifications. Consideration may also be given to any additional information helpful to the Tribe. The Tribe is not bound to accept the lowest-priced proposal if that proposal is not the most advantageous to the Tribe as determined by the selection committee.

Completeness of Proposal: Any submission that does not contain each element described in this RFP, fully completed, initialed, or executed, as appropriate, may be judged incomplete and may not be considered further.

Evaluation Criteria	Maximum Points
Firm Experience and Staff	30
Proposed Fee	30
Technical Approach and Management Plan	25
Sample Deliverables	5
Proposed Schedule	5
Native Preference	5
Total:	100

Appendix 4:

Bidder Information

Please complete this form and attach it with your proposal:

Date Submitted: _____

CONTACT INFORMATION

First Name: _____ Last Name: _____

Job Title: _____

E-mail Address: _____

Phone: _____

COMPANY INFORMATION

Company Name: _____

Street Address: _____

City: _____

State: _____

Zip code: _____

Company Web Address: _____

Number of employees: _____

What is your primary business? _____

Length of time in business:

Appendix 5:

Bidder Questionnaire

Please answer the following questions:

1. Provide a brief description of your company history.
2. Describe the services your company offers.
3. Describe any previous services (if any) you have provided to the Soboba Band of Luiseno Indians; Include project names and dates.
4. Describe any services (if any) you have provided to any Tribal Nations; Include project names and dates.

Appendix 6

REFERENCES:

Reference #1: Name: _____

Phone: _____

E-mail Address: _____

Reference #2: Name: _____

Phone: _____

E-mail Address: _____

Reference #3: Name: _____

Phone: _____

E-mail Address: