

Request for Proposal No. 2022-001

**Indigenous-led Westcoast Stewardship Corridor
Research & Communication**

Issue date: February 4, 2022

Closing date and time:

~~Proposals must be received before 3:00 PM Pacific Time on February 28, 2022~~

Deadline extended to 3:00 PM Pacific Time on March 9, 2022

Contact person:

Nitya Chari Harris: nityaharris@gmail.com

RFP submission:

rfp@clayoquotbiosphere.org

1. Instructions to Proponents

It is the sole responsibility of the proponent to submit their proposal to prior to the closing time of 3:00 PM, pacific time, February 28, 2022. Proposals received after this time will not be considered.

Proposals shall be received by email to rfp@clayoquotbiosphere.org. A confirmation of receipt response will be e-mailed.

All costs to prepare the proposal shall be borne solely by the proponent. Proposals may be amended in writing and delivered to the e-mail indicated before the closing time but not after. The proponent may withdraw their proposal at any time prior to the proposal closing time by submitting an e-mail withdrawal letter to rfp@clayoquotbiosphere.org.

2. Specifications

a. INTRODUCTION

The purpose of this Request for Proposal (RFP) is to solicit submissions from qualified proponents to create an inventory of existing Indigenous led stewardship and resource management activities and collaborations on the west coast of Vancouver Island (VI) (from T'Sou-ke Nation to the Clayoquot Biosphere Region) and the vision forward for a collaborative stewardship corridor.

For this project we seek either individuals or firms with a strong background in Indigenous stewardship, resource management, and community engagement and planning. An understanding of resource management related issues and Indigenous led initiatives on the west coast of Vancouver Island is preferred but not essential.

The maximum budget for this work is \$25,000 including GST.

b. BACKGROUND

The quest for an Indigenous-led Westcoast Stewardship Corridor began with a Gathering in February 2020 hosted by the Yuuṭuṭitṭath Government in the community of Hitacu. Present at this gathering included members from several First Nations along the West coast of VI, staff and councillors from Tofino and Ucluelet, members of the Coexisting with Carnivores Alliance, Clayoquot Biosphere Trust, Parks Canada, and several interested parties. There was consensus that we are out of balance, and that land relationships between people, the four-legged, the two-legged and plants and trees have changed considerably. The ecosystems that were present 150 years ago have been disrupted and it is time to learn from the ancestors to reverse these changes. The attendees spoke to a sense of urgency given the impacts from climate change and development and that something needed to be done within the next 10 years or the opportunity will be lost. These discussions led to the proposal of a vision of a connected large-scale landscape Indigenous-led stewardship corridor (similar to the Yellowstone to Yukon Corridor) extending from the southern to the northern coastal regions of VI. A west coast Indigenous-led stewardship corridor was seen as the first phase of this bigger initiative.

At this time an Indigenous-led Westcoast Stewardship Corridor (ILWSC) Steering Committee was convened with representatives from across the region and some initial goals were outlined that would advance this vision.

Some of the initial work completed up until this time has included the development of GIS forest maps for the corridor, engagement of people with expertise in several related areas, outreach to other organizations who are doing this work and procurement of funding to build capacity. The steering committee realizes there is much more that needs to be done to engage First Nations along the corridor and clarify the work already happening related to stewardship and resource management across various jurisdictional boundaries. Moreover, the steering committee recognizes the need to create a framework for action through a collaborative process to realize the long-term vision of this stewardship corridor. To do this, the steering committee sees value in bringing on additional capacity to document the various interests, objectives, initiatives, and collaborations already underway and to identify areas of shared interest that could form the basis for future collaboration towards the vision and learning between Nations across this region and other interest groups.

c. PROJECT GOALS, SCOPE OF WORK AND DELIVERABLES

The ILWSC is seeking an independent contractor to do the following:

- i. Work with the Steering Committee and supporting individuals and groups to clarify and document the purpose and objectives of this effort – drawing from previous meeting minutes and engaging directly with individuals to produce: (1) a concise description of the intent of the effort, (2) specifics of the broad vision for this collaborative corridor that can be communicated to all the Nations and (3) a list of questions that will be put to the various Nations as a part of this work.
- ii. Using this description and questions, engage directly with First Nations throughout the region (as identified by the Steering Committee) to 1) introduce the concept and receive feedback on how the vision of the stewardship corridor relates to their vision of their future (2) conduct interviews with all the supporting Nations to document major landscape impacts that are affecting their way of life and future, their visions for long-term land relationships, the related work already happening and overarching interests/objectives across boundaries and 3) in conversation with these Nations identify challenges and areas that could benefit from greater collaboration and information sharing and explore ideas for advancing these conversations from their present situation to a shared vision of a future stewardship corridor.
- iii. Compile a report that can be shared with the Steering Committee and participating Nations that could be the basis for identifying areas of shared interest and opportunities for future collaboration. It could also be a stand-alone resource for Nations (and others) to learn about some of the other work happening in the region. We recognize some information shared may be confidential and appropriate approvals should be sought from the Nation before sharing information.

The outcome of this work will be the basis for a larger gathering to discuss the findings of this initial scoping work and engage in dialogue towards forming a Nation-to-Nation framework about shared interests, opportunities, and challenges related to stewardship and resource

management towards the vision for the collaborative stewardship corridor. The report should provide a process for those discussions (where does it make sense to start the conversation, what are the areas that make sense to focus in on, etc.). Coordination and facilitation of a gathering would be considered a separate phase of work.

d. ILWSC INFORMATION

For more information about the ILWSC, please contact Nitya Chari Harris at nityaharris@gmail.com.

3. Contract Administration

This independent contract will be administered by the Clayoquot Biosphere Trust (CBT) on behalf of the ILWSC steering committee.

4. RFP Submission Requirements

Please submit a proposal (no more than 7 pages) that includes the following:

- a. Description of approach you would take to engage the First Nations and provide the desired information outlined above.
- b. Project timeline (March 28, 2022 to June 30, 2022) of workflow, key tasks, deliverables and payment schedule.
- c. Proposed project budget.
- d. Relevant experience/expertise of individual(s) working on this.

5. Evaluation Criteria

- a. Proposals will be evaluated based on the following weighting:
 - i. Quality of Proposal & technical requirements – 50%
 - ii. Environmental considerations – 15%
 - iii. Social value – 15%
 - iv. Price – 20%

b. Environmental consideration questionnaire

Has your company achieved (or is it committed to) any of the following activities? Check all that apply and provide details/targets/goals. Please submit this completed questionnaire as part of your proposal.

Activities	Scoring	Evidence Required	Evidence
Increase renewable energy sources and/or reduce the company's overall energy usage.	3 points	Details, targets and/or goals.	
Reduced carbon use, GHG emissions or use of ozone depleting substances.	5 points	Details, targets and/or goals.	
Implemented initiatives to reduce waste at the source or divert the waste from landfills/incineration.	5 points	Details, targets and/or goals.	
Recycled water or other water recovery systems to reduce the use of potable water	2 points	Details, targets and/or goals.	
Responsibly disposed of all hazardous waste generated from production.	3 points	Details.	
Contributed to the 2030 Sustainable Development Goals of the United Nations.	2 points	Details.	
Other: Include an explanation of any on-going efforts or plans that the vendors have, or steps that it has taken in the past to address climate change and reduce environmental impact.	3 points	Details	
Total Points (Out of 23)			

c. Social value questionnaire

Has your company achieved (or is it committed to) any of the following activities? Check all that apply and provide details/targets/goals. Please submit this completed questionnaire as part of your proposal.

Criteria	Scoring	Evidence Required	Evidence
Local	5 points	Business Address	
First Nations owned	5 points	Certification or incorporation with Nation identified.	
Indigenous owned private company (51% or more Indigenous owned)	5 points	Self-Declared for small purchases 3 rd Party Certification for large purchases	
Diverse owned: women, Black, or other equity deserving group.	3 points	Self-Declared for small purchases 3 rd Party Certification for large purchases	
Social Enterprise	3 points	Self-Declared for small purchases 3 rd Party Certification for large purchases	
Tribal Park Allies Program Participant (or ecosystem service fee program of the First Nation in whose territory activities are taking place)	2 points	Verification	
Living Wage Employer	2 points	Self-declared, but auditable for verification	
Providing local employment	2 points	Evidence from payroll postal code records	
Providing youth employment	2 points	Evidence from payroll records	
Providing local training	2 points	Written policy or commitment	

Practice social procurement in their supply chain	2 points	Written policy or evidence	
Total Points (Out of 31)			

6. Proposal Evaluation Process

- a. The ILWSC selection committee will review and evaluate all proposals in accordance with the criteria provided.
- b. The selection committee will make a recommendation to the CBT. The CBT will proceed into negotiations with the selected proponent with the intent of developing an agreement. If the parties after having bargained in good faith are unable to conclude a formal agreement, all parties will be released without penalty or further obligations other than any surviving obligations regarding confidentiality and CBT may contact the proponent of the next best rated proposal and attempt to conclude a formal agreement, and so on until a contract is concluded.
- c. ILWSC and CBT are no obligation to proponents to award a contract and may in their sole discretion elect to terminate the proposal evaluation process at any time.
- d. Proponents are responsible for their own costs of preparing and submitting their proposals and for any costs incurred in the proposal evaluation process, regardless of the outcome.
- e. Throughout all stages of the evaluation process, the selection committee may, at its discretion seek additional clarification on any aspect of the proposal and perform reference checks.
- f. The successful candidate will be notified in mid-March 2022.

7. Budget

The maximum budget is \$25,000.00 inclusive of all costs and GST for delivery on the expectations outlined above.