



IN REPLY REFER TO:

United States Department of the Interior

National Park Service
Cane River Creole
National Historical Park
400 Rapides Drive
Natchitoches, Louisiana 71457



03/21/2016

REQUEST FOR PROPOSALS

ETHNOGRAPHIC RESEARCH WITH AMERICAN INDIAN TRIBES AND TRADITIONALLY ASSOCIATED PEOPLE AT THE EASTERN TERMINUS OF EL CAMINO REAL DE LOS TEJAS NATIONAL HISTORIC TRAIL (NPS-ELTE)

Cane River Creole National Historical Park, in partnership with Cane River National Heritage Area, Inc., seeks proposals for ethnographic research regarding the El Camino Real de los Tejas National Historic Trail in Louisiana.

The attached Request for Proposals outlines the intent of the project, proposal submission guidelines, and contains contacts for additional information.

Thank you for your interest in this project.

REQUEST FOR PROPOSALS

ETHNOGRAPHIC RESEARCH WITH AMERICAN INDIAN TRIBES AND
TRADITIONALLY ASSOCIATED PEOPLE AT THE EASTERN TERMINUS OF
EL CAMINO REAL DE LOS TEJAS NATIONAL HISTORICAL TRAIL (NPS-ELTE)

CANE RIVER NATIONAL HERITAGE AREA, INC.,
CANE RIVER CREOLE NATIONAL HISTORICAL PARK, AND THE
LOUISIANA CREOLE HERITAGE CENTER OF NSULA

03/21/2016

I. INTRODUCTION:

A. Project Background

Six Federally Recognized American Indian Tribes and two American Indian communities recognized by the State of Louisiana exist at the eastern terminus of the El Camino Real de Los Tejas NHT (<http://www.nps.gov/elte/index.htm>). The Caddo Nation of Oklahoma, intricately connected to the region, was removed in 1835-40 and now its members are centered around their tribal lands near Binger, Oklahoma. The six Federally Recognized Tribes related to the eastern corridors of ELTE include the Alabama-Coushatta Tribe of TX, Caddo Nation of OK, Chitimacha Tribe of LA, Coushatta Tribe of LA, Tunica-Biloxi Tribe of LA, and the Jena Band of Choctaw Indians in LA. The two communities recognized by the State of Louisiana include the Adai Caddo Indian Nation in Natchitoches Parish, LA and the Choctaw-Apache Tribe of Ebarb in Sabine Parish, LA. The latter communities are lineal descendant populations related to the Spanish mission San Miguel de Los Adaes and the Presidio de Nuestra Señora del Pilar de Los Adaes, at the eastern terminus of El Camino Real de los Texas in the 18th century.

By way of five listening sessions and conversation meetings, these Tribes and communities have voiced their interest in a non-Eurocentric interpretation of their early historic and continuing interest in the NPS-ELTE and its development. This fieldwork is expected to be a joint effort at tribal history but also an effort to bring to the trail development their present-day cultural traditions and to express the American Indian role and continuing presence along the corridors of NPS-ELTE.

CRNHA seeks to develop a contract for professional services to conduct research and data collection via oral history and ethnographic interview techniques. CRNHA will provide a preliminary list of potential informants for vendor use and will coordinate limited introductions and pre-interview meetings. The process of identifying informants and seeking participation shall be coordinated by the Project Leaders. In performing data collection, the vendor shall obtain formal consent, conduct interviews, produce applicable products, and provide deliverables including bid items, data files, and a final report.

B. Traditionally Associated People

According to the 2001 NPS Management Policies, the term traditionally associated peoples (TAPs) defines a living group of people whose traditions are closely tied to the resources in national park units. This concept was meant to ensure that these groups are taken into consideration when park managers formulate policy, write plans, and make decisions. It is vital to gather information from traditionally

associated people for the historical record, for managing natural and cultural resources, and for compliance with federal and state resource protection mandates.

The term traditionally associated peoples refers exclusively to groups who (1) form a community; (2) are tied to park resources through cultural identity and cultural heritage; (3) pass traditions and identity from generation to generation; and (4) were associated with significant resources before the creation of a park (<http://www.nps.gov/history/ethnography/training/TAPS/index.htm>).

II. GOALS & OBJECTIVES:

The goal of this project is to conduct ethnographic research with regard to traditional practices, resource use, and folklore as related to the Tribes and traditionally associated people of the easternmost corridors of NPS-ELTE. Objectives further include identification of interpretive content and opportunities for development along the NPS-ELTE based on the perspectives of these communities. The data shall be shared with NPS-ELTE officials with the intent to document the perspectives of Tribes and traditionally associated people regarding their representation along the corridors of the NHT.

III. SCOPE OF SERVICES:

This research project should concentrate on the ways these eight groups see El Camino Real de los Tejas NHT as part of their historic, but also, their present cultures along the Trail. This project must emphasize the collection and documentation of contemporary culture and Tribal perspectives for each of the American Indian Tribes and communities. This ethnographic research should be field oriented to:

- A. Survey sites, identify traditional crafts, and document activities pertinent to the NPS-ELTE
 - Provide documentation of the American Indian traditions of the Tribes and communities in terms of both material and non-material culture.
 - Contemporary celebrations, pow wows, sports events, arts and crafts demonstrations and sales and other activities should be cataloged and recorded if permitted.
- B. Conduct ethnographic interviews and data collection with traditionally associated people
 - The research should facilitate and clearly show the tribal perspectives and mirror their variable histories and present-day perspectives on El Camino Real de Los Tejas NHT.
- C. Provide documentation of Tribal, both contemporary and traditional, points of view about the corridors and the development of the trail
 - Utilize tribal and local consultants to address research themes
 - Compile and disseminate project research via final report

IV. COMPLETED WORK TO DATE:

The project outlined herein follows previous work with NPS-ELTE traditionally associated people and informal consultations with Federally Recognized Tribes and American Indian communities recognized by the State of Louisiana. "A Conversation with Federally Recognized Tribes: Seeking Opportunities for Tribal Development Along the NPS-ELTE" was conducted in June 2015. A separate meeting with State-Recognized Tribes was also conducted in August 2015. During these meetings, information regarding the heritage of NPS-ELTE and opportunities for Tribal development along the NHT were presented. Participants collaborated to provide the NPS and its partners with feedback regarding tribal

representation along the NPS-ELTE. A report detailing the results of these meetings shall be made available to the selected vendor.

The NPS-ELTE General Management Plan was completed in 2011, and is available via <http://parkplanning.nps.gov/document.cfm?documentID=44443>. Refer to the NPS-ELTE website at <http://www.nps.gov/elte/index.htm> for more information.

V. PROPOSAL & SELECTION REQUIREMENTS:

Proposals may be submitted by mail or electronically (9 MB limit). The vendor's narrative proposal document must be received at the Cane River National Heritage Area, Inc. office by 5:00 p.m. CST 04/08/2016. Note that all late proposals shall be rejected regardless of the reason. Proposals labeled "Attention NPS-ELTE Selection Committee" may be submitted via:

Mail: Cane River National Heritage Area, Inc.
1115 Washington Street Natchitoches, Louisiana 71457
Electronic: E-mail proposal as attachment to info@canerivernha.org

Proposals will be accepted by applicants that maintain:

- A minimum of a M.A. in Anthropology or related fields
- A publication record demonstrating fieldwork and research with southeastern American Indian communities and/or individuals, preferably along the Gulf Coast.
- Experience with American Indian traditions and material culture studies will be preferred. Special consideration will be made for vendors who have previously worked with traditionally associated people of El Camino Real de Los Tejas National Historic Trail.

Proposals no longer than 10 pages in length shall include at a minimum the following elements:

- A. Introduction – An introductory letter indicating the name of the vendor, contact person, phone, fax, e-mail, type of business entity, and a short statement summarizing the strengths of the vendor as it relates to the project.
- B. Experience – A description of the vendor's relevant experience and capabilities, with a description of comparable projects, including contact information, dates, budget, and outcomes.
- C. Project Team – Project team organization, names, and résumé(s) of team members including those consultants who will manage and perform the work.
- D. Work Plan – A clear description of how the vendor will complete the scope of services and the format to be used for communication and presentation. This should include:
 - Description of base information needed and provided for the completion of the project
 - Description of the specific project approach
 - Approximate schedule of completion for each component
- E. Cost – Provide an itemized breakdown of the total cost to accomplish the project. Provide hourly rates and conditions for any additional work beyond the scope of services specified. If the vendor feels that additional work other than that outlined in the RFP is necessary, changes or further recommendations can be made to the proposal.

VI. SELECTION CRITERIA/PROCESS:

- A. Evaluation & Selection – Proposals will be reviewed by a committee including members representing the Cane River National Heritage Area, Inc., the National Park Service, and the Louisiana Creole Heritage Center of NSULA.
- B. Timetable –
 - RFP released: 03/21/2016
 - Proposals Due: 04/08/2016
 - Review Period: 04/11 – 04/15/2016
 - Selection: 04/18/2016
 - Anticipated Contract and Notice to Proceed: 04/18/2016
 - Anticipated Period of Performance: 04/18/2016 – 03/10/2017

VII. RESPONSIBILITIES:

Vendor responsibilities include performing all work as outlined in this request. In order to complete the RFP, the vendor may obtain input as necessary from the specified points of contact.

- A. Deliverables – Products shall include NPS-ELTE ethnographic resource documentation, a number of audio and/or video recordings, interview transcripts, photographic and video image files, final report, accessible data files, and management recommendations. All products shall become the property of the NPS. Though subject to modification upon award, the following deliverables must be submitted by the vendor:
 - 1. Final Report – A written report on this field research and formal agreements for community-based fieldwork shall be developed with each community or Tribe. The report shall include pertinent maps, photographs, and a bibliography of related works.
 - 2. Ethnographic Documentation – A series of 5 hours of recorded and transcribed interviews for each group will preserve and project their perspectives on NPS-ELTE representation. Written permission and consent must accompany each interview. At least 2 interviews must involve traditionally associated people. 5 copies of each interview shall be submitted.
 - 3. A calendar of cultural events, open to the non-tribal public, shall be developed for each Tribe and community.
 - 4. Quarterly progress reports and narrative field notes must be submitted every three months.
- B. Quality Standards – The following outline of interview and fieldwork standards shall be followed to ensure fulfillment of ethnographic documentation, research, and preservation of data:
 - 1. Ethnographic Interview Format:
 - i. Introduction
 - ii. Interviewee Narration
 - a. Baseline Documentation
 - b. Personal History
 - iii. Photography/Videography
 - iv. Conclusion
 - 2. Multimedia File Type & Quality:
 - i. .mp3 or .wav files – high quality

3. Photographic Image Type & Quality:
 - i. Raw or .jpg file format, 6 MP or greater (2000 x 3000 pixel image) at 300 dpi
 - ii. Images should be labeled to reference the interviewee and the date at a minimum
4. Document Type:
 - i. Microsoft Word document (.docx)
 - ii. Portable Document Format (.pdf)
5. Submission:
 - i. Compact Disc
 - ii. Printed paper copies

C. Timeline – All deliverables shall be submitted within 12 calendar months of receipt of contract. No extensions are to be expected.

D. Budget – Proposals must not exceed \$40,000.00 for the contract period. Quarterly invoices will be accepted with each quarterly progress report, with the balance to be paid within 30 days following approval of the received deliverables.

Costs incurred by individuals or firms in preparing proposals or participating in the selection process are the sole responsibility of the vendor submitting the proposal.

The selection committee will oversee the completion of any work necessary to be in compliance with the National Environmental Policy Act, the National Historic Preservation Act, privacy regulations, and other federal, state, and local guidelines related to the project. Compliance with Equal Employment Opportunity mandates and non-discrimination policies is required.

The selection committee reserves the right to reject any and all proposals, to negotiate separately with competing vendors, and/or to make no award. The selection committee has the right to amend the scope of services, the RFP process, or to terminate the process at any time with notice to the vendor.

Proposals should be based on the information contained within this request, or otherwise obtained by the potential vendor through observation or independent research. If you are interested in submitting a proposal in response to this RFP, contact the individuals listed herein.

VIII. Contact Information

Dustin Fuqua, Chief of Resource Management – Cane River Creole National Historical Park
400 Rapides Drive Natchitoches, LA 71457
(318)352-0383 Dustin_Fuqua@nps.gov

Dr. H.F. Gregory, Director – Louisiana Creole Heritage Center of NSULA
Northwestern State University of Louisiana, LA 71497
(318)357-6685 gregoryh@nsula.edu

Cynthia Sutton, President/CEO – Cane River National Heritage Area, Inc.
1115 Washington Street Natchitoches, LA 71457
(318)356-5555 csutton@canerivernha.org