



PULIKLA TRIBE OF YUROK PEOPLE

Request For Qualifications (RFQ)

Ocean Stewards Camp Counselor and Coordinator

RFQ Opening Date: June 1, 2026

RFQ Closing Date: July 1, 2026

RFQ Contact: Lezlie Heckel, Indigenous Knowledge & Lifeways Technician
Pulikla Tribe of Yurok People
PO Box 529 – 177 Nepuey Road
Klamath, CA 95548
Lezlie.Heckel@puliklatrIBE.gov

INTRODUCTION: The Pulikla Tribe of Yurok People (“Tribe”) is seeking a qualified Contractor to serve as an Ocean Stewards Camp Counselor on a short-term contract between approximately July 27th and August 8th, 2026.

The Tribe is hosting a 4-day Ocean Stewards Camp (OSC) during the week of August 3rd-6th, 2026, located on the Tribe’s Reservation in Klamath, CA. Additional locations for the camp will include coastal sites in Del Norte and Humboldt Counties, within Yurok Ancestral Territory. Camp activities will be planned for daytime hours only, with no overnight component. The age range for OSC youth campers will be 9 to 17 years old.

The Contractor will be required to collaborate with Tribal staff prior to camp to assist in preparations. Contractor hours will continue throughout the OSC week as a Camp Counselor. We anticipate the selected contractor will work a maximum of 50 hours in total for this position.

PROJECT SCOPE: The Tribe seeks a Contractor, who will be tasked with:

1. Working closely with Tribal staff to support educational and cultural activities, ice breakers and games, crafts, mealtimes, traveling, rafting, fishing, etc.
2. Assisting with preparation of materials and food needed for OSC.
3. Working closely with Tribal staff to facilitate and lead camp activities listed above, including leading games, activities, crafts, etc.
4. Assisting with behavioral and safety management of youth participants.



EXPECTED COMPENSATION AND TIMELINE: The Tribe has a total of \$2,250 for this work, paying for a maximum of 50 hours. The contractor is expected to keep track of schedule and associated completed work when submitting invoice.

RFQ REQUIREMENTS: Each proposal must contain the following elements:

- **Cover Page** – Contractor name, contact information, project title, and date of submission.
- **Letter of Interest and Qualifications** – Letter that demonstrates the following:
 - Extensive experience working with youth in educational and summer camp settings, as well as a demonstrated understanding of behavioral management and safety considerations;
 - Experience as a practitioner and/or understanding of Yurok and/or another Indigenous knowledge system;
 - Demonstrated success working in Indigenous led spaces;
 - Other qualifications you think are important to share.
- **References** – at least two (2) personal (non-family) or work references.
- **Copy of valid Tribal identification card**, if requesting Indian Hiring Preference.

Any respondent failing to submit information in accordance with the procedures set forth in the Request for Qualifications may not be considered responsive and may therefore be subject to disqualification.

RFQ SUBMISSION: Any proposal must be submitted to the Tribe by 5:00 pm (PST) on July 1, 2026. All proposals must be submitted via email to Lezlie.Heckel@puliklatribes.gov.

The Tribe takes no responsibility for email submissions, and the sender bears the responsibility for ensuring that the email is received and can be opened and viewed. Incomplete proposals will not be reviewed. For questions, please email Lezlie or call her at (707) 954 9612.

EVALUATION PROCESS: Within five (5) business days of the Bid Closing Date, submittals received by the deadline will be reviewed by a three (3) person Evaluation Team from the Tribe. All submittals that are determined to have the necessary components, as required in this Request for Qualifications, will be qualified to be eligible for evaluation. The Evaluation Team will review each submittal and prioritize respondents based on scoring criteria.