



YUROK TRIBE
REQUEST FOR PROPOSAL
COMMUNITY WILDFIRE PROTECTION
PLAN ENGAGEMENT CONSULTANT

Yurok Tribe
190 Klamath Blvd.
Klamath, CA 95548

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Dear Prospective Bidder:

The Yurok Tribe (the "Tribe") is seeking **a consultant to help assist with successful engagement strategy to maximize interactive community participation for the development of the Yurok Community Wildfire Protection Plan (CWPP)**. Technical questions or requests for clarification shall be directed, in writing, to the email address below. The Tribe's responses to a proposer's question(s) will be provided via return email only to the proposer asking the question(s) and not shared with other respondents.

RFP Bid Response Representative:

- Name: Springwind Marshall
- Company: Yurok Tribe
- Address: PO Box 1027
- City, State, Zip: Klamath, CA 95548
- Telephone: 707-445-2422 x.1925
- Email Address: smmarshall@yuroktribe.nsn.us

1. General Information

Key Dates:

The following table outlines the Tribe's key dates and events in this RFP process:

<u>Date</u>	<u>Event</u>
10/17/25	RFP is Available
10/17/25 – 11/07/25	Questions and Answer Period
11/14/25	Deadline for receipt of proposals to the Tribe's Office
11/21/25	Selection completed/contract negotiations begin
5/29/26	Community Engagement Process Complete
6/26/26	Community Engagement Process Results incorporated into Draft CWPP

Proposal Submission Instructions:

Each bid must be submitted electronically to the Bid Response Representative above, no later than 4:00 PM (PTS) on the deadline date (11/14/25). The subject line should read: RFP YUROK CWPP Engagement Consultant

2. Rules Governing Proposals



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Confidentiality:

The content of all proposals will be kept confidential throughout the selection process and afterward. Copies of any proposal will not be shared with other respondents.

Late Submissions:

Proposals not received prior to the date and time specified will not be considered and will be returned to the proposer unopened.

Acceptance / Rejection of Submittal:

The Tribe reserves the right to reject any or all responses to this RFP, to waive minor irregularities in any proposal or in the RFP procedures, and to accept any proposal presented which meets or exceeds these specifications and which is deemed to be in the best interests of the Tribe. However, the requirements for timelines shall not be waived.

Proposal Evaluation:

A committee of individuals representing the Tribe will perform the evaluation of all proposals. Following this evaluation process, the committee may elect to ask certain respondents to complete an oral interview before the committee. The purpose of the interview is to allow those further selected firms expansion and discussion of their written responses.

Oral Interviews:

Oral interviews are provided at the sole discretion of the Tribe and are for the purposes of allowing the Tribe to broaden their understanding of certain selected respondents.

Final Selection:

The final selection of the successful respondent(s) is scheduled to be completed by **Friday, November 21st, 2025**.

Insurance Requirements:

Include Proof of Insurance furnished by the respondent's carrier to guarantee the respondent is properly insured. The respondent, once awarded, must file with the Tribe certificates of insurance prior to the commencement of work as additionally insured with Liability Insurance, Comprehensive General Liability insurance, and Professional Liability insurance.

Respondent shall require and verify all subcontractors, if applicable, maintain insurance, including workers' compensation insurance, subject to all of the requirements stated herein prior to work.



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3. Selection Criteria

- Specialized experience, capabilities, and technical competence, which the individual may demonstrate with the individual's proposed content and requirements to meet the project requirements.
- If a qualified Native American-owned company comes within 5% percent of the lowest qualified bidder's total bid, that company may match the lowest bid and receive the award unless the original lowest bidder is a Native American-owned business. A Native American-owned business must be a non-profit or for-profit entity where an Indian or Indians own at least 51% interest and where such Indian or Indians have managerial and operational control of the business operations. Other factors can be found in section 4403 of the Tribal Employment Rights of the Yurok Tribe. The ordinance and other TERO documents can be found at the following link <https://www.yuroktribe.org/tero> . Any contractor claiming Native American preference shall fill out and submit the Application for Contractor/Business Certification.
- Contractors must comply with the YTC for work funded by or conducted on behalf of the Yurok Tribe, including the contractor providing the TERO Office with an Indian Preference Plan, describing how the contractor intends to meet those obligations. See [YTC4501-4602](#).
- All professional services contracts are subject to the Tribe's Employment Rights Ordinance (TERO) and policies and a 1% TERO fee will be assessed on services. See [YTC4601-04](#).

4. Project Description

The Yurok Tribe is seeking a consultant to work closely with the Fire Planner at Yurok Fire Department to co-create a successful engagement strategy to maximize interactive community participation for the development of the Yurok Community Wildfire Protection Plan, or CWPP. The CWPP will include the identification of community priorities to reduce hazardous fuels and reduce structural ignitability towards long-term wildfire resilience for the Yurok Reservation.

Yurok Tribal Departments and Entities: The engagement strategy and process will include working with the following Yurok Tribal Departments and entities for their meaningful co-creation of the CWPP.

- Yurok Tribal Departments:
 - Fire/Fuels- CWPP Lead
 - Natural Resources Division Departments- Wildlife, Forestry, Fisheries, Roads/Watershed, Marine, and Environmental
 - Cultural



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- Education
 - Language
 - Planning
 - Enrollment
 - Executive
 - Office of Tribal Attorney
 - Yurok Cultural Committee (elders)
 - Yurok Indian Housing Authority
 - Public Affairs

Consultant would be responsible for co-creating and implementing an interactive process to engage Yurok residents in the CWPP. The goal of the CWPP process is to empower residents on the Yurok reservation to participate in their community safety, especially their long-term wildfire resiliency. We are also interested in the possibility of expanding the CWPP process into the local schools, potentially with 5th and 6th graders, to help inspire and empower them to lead our future wildfire resilience.

Meeting Locations: We envision this process to include interactive, in-person community meetings on the Yurok Reservation, in some or all of the following locations:

- Klamath
- Klamath Glen
- Weitchpec
- Tulley Creek (Yurok Fire Station building)
- Morek-won
- Requa

Community meetings will include public education about fire safety and specifically Yurok Fire's upcoming Firewise USA recognition program, and the identification of community priorities to reduce hazardous fuels and structural ignitability.

Other Collaborators: The following collaborators will be invited to participate in this CWPP process to ensure integration with other wildfire preparedness efforts in the



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area, including landscape-level treatments:

- Cultural Fire Management Council
- Basket Weavers Association
- Six Rivers National Forest/USFS
- Redwood National Park
- California State Park
- CAL FIRE Humboldt Del Norte Unit and local stations
- County of Del Norte
- County of Humboldt
- Karuk Tribe
- Hoopa Tribe
- Mid-Klamath Watershed Council
- Del Norte Fire Safe Council
- Humboldt Fire Safe Council

A successful strategy will include recommendations for a public-review process of the draft CWPP, following initial Tribal review.

The engagement strategy needs to be presented to our CWPP Interdisciplinary Team (IDT) and approved by them before implementation.

Deliverables: The following will be expected of the successful contractor, to be co-created with the Yurok Fire Planner and team.

1. An engagement strategy, presented to and approved by CWPP IDT, that includes a proposed meeting agenda, schedule, and other public outreach recommendations.
2. Process to include Yurok Tribal departments and entities in identifying priorities for the CWPP.
3. Process to include identified Collaborators in identifying priorities for the CWPP.
4. Implementation of the approved engagement strategy.
5. Community meetings resulting in priority projects to reduce hazardous fuels and



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structural ignitability as identified by local residents.

6. Meetings or other activities in the local schools to empower local children, encouraging them to identify priority CWPP projects, and to plant the seeds for them to be our future land stewards.
7. Summary of the community engagement process and incorporation of the results into the Draft CWPP.

5. Response Format

Please include the following in your proposal:

- a) Letter of Interest
- b) Qualifications of the Respondent
- c) Presentation of the Respondent's Team
- d) Specific Project Expertise that relates to the Project Description
- e) Any claims / disputes / litigation
- f) Statement of Assurance that the firm is not in violation of any regulatory statutes
- g) Fee Schedule
- h) Signatures of Representatives

6. Evaluation of Criteria

The proposals will be evaluated based on the following criteria and point ranges:

Evaluation Criteria	Points
Proposed approach to scope of work	0-20
The Respondent's experience, especially with similar projects	0-20
Responses from references	0-20
Cost	0-20
Native American preference	0-10
Veteran preference	0-10
Met all proposal requirements in Request for Proposal	0-10
Total:	0-110