



PETERSBURG INDIAN ASSOCIATION

PO Box 1410
15 N. 12th Street
Petersburg, Alaska 99833
Phone: 907-772-3636
Fax: 907-772-3637

Request for Proposal (RFP)

Safety/Lead Boat for 2026 Canoe Journey: Petersburg to Juneau

Issue Date: April 2, 2026

Proposal Due Date: April 27, 2026

Contract Period: May 01- June 7, 2026

Anticipated Journey Start Date: May 22, 2026

Point of Contact: Jalyn Pomrenke,

Tribal Administrator

tribaladmin@piatribal.org

907-772-3636

1. OVERVIEW

Petersburg Indian Association is seeking proposals from qualified individuals to serve as the Safety/Lead Boat for a traditional canoe journey from Petersburg to Juneau taking place in late May/early June 2026, for Sealaska Heritage Foundation's Celebration 2026.

2. PURPOSE OF PROJECT

PIA is organizing a tribal canoe journey that will take place over 10 days and ending in Juneau as part of celebration 2026. The journey will include a team of adult canoe pullers.

3. SCOPE OF WORK

The Lead Boat will serve as the primary safety and fleet coordination boat, supporting voyage safety operations and readiness planning.

A. Fleet Coordination & On-Water Leadership

- Serve as the primary on-water authority for safety and navigation coordination during the journey
- Coordinate with the entire canoe team and support fleet to support safe travel operations.



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- Maintain communications (on-water and ship-to-shore) and check-ins during voyage (radio, satellite device, phone, etc.)
- Monitor weather conditions and recommend operational decisions and route adjustments as needed.

B. Safety Planning & Risk Management

- Aid in the development of a Safety Plan covering:
 - Required safety equipment and gear checklists
 - Emergency procedures and communications plan
 - Route risk assessment and contingency planning
 - Weather monitoring approach and decision-making authority
 - Coordination protocols with canoe and fleet personnel Safety Trainings
 - Coordinate any required certifications or preparedness training (as applicable).

C. Planning and Coordination Support

- Attend planning meetings organized by PIA and the canoe journey Project Coordinators
- Coordinate closely with the Skipper to align on-water leadership and communication expectations
- Provide expert input to support planning, risk assessment, and readiness decisions.

4. MINIMUM QUALIFICATIONS

Proposals will be considered only from applicants who demonstrate:

- Proven experience as a Safety Boat and/or vessel lead for marine-based travel operations
- Strong safety planning, maritime experience, and situational decision-making skills
- Demonstrated ability to coordinate group/fleet operations in challenging environments
- Experience navigating coastal waters in Southeast Alaska



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- Knowledge of or respect for Indigenous cultural protocols and community practices
- Show documentation of any required insurance.
- Current certifications preferred, including (or ability to obtain):
 - First Aid/CPR
 - Wilderness First Aid or higher
 - Boater safety training
 - Any applicable maritime licensing or documented experience

5. CONTRACT TERMS

Contract Type: Independent Contractor

Contract Period: As soon as possible upon contract execution through June 7, 2026

Estimated Level of Effort: Variable for first two months, based on planning needs and journey schedule. Expected to be fully present for the duration of the canoe journey voyage until landing, and preparation (about a week out from launch).

Work Location: Hybrid/Remote, Petersburg-based preferred + in-person training and journey travel
Travel Requirements: Must be available to travel for the canoe journey.

Meeting Requirements: Must be available to attend planning meetings organized by PIA and the canoe journey Project Coordinator.

6. PROPOSAL SUBMISSION REQUIREMENTS

Please submit proposals in PDF format and include:

- Proposal Letter: The proposal must include a description of their interest in serving as Lead Boat, and confirms availability for the contract period.
- Relevant Experience: The proposal must include a description of the proposer's relevant experience as a Safety Boat or vessel lead for marine travel, including coordination and safety decision-making in challenging conditions.
- Certifications and Credentials: The proposal must include copies of any relevant certifications and credentials supporting the proposer's ability to safely serve as Safety Boat.
- Proof of Boat Insurance.
- Total Cost, inclusive of fuel and any incidentals required by the safety boat crew.



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7. SUBMISSION INSTRUCTIONS

- Submit proposals to: Jalyn Pomrenke, PIA Tribal Administrator
Email: tribaladmin@piatribal.org
Subject Line: RFP – Safety Boat (Canoe Journey 2026)
Deadline: April 27th, 2026

8. EVALUATION CRITERIA

Proposals will be evaluated based on:

- Relevant experience and qualifications
- Demonstrated understanding of the role
- Approach and professional capacity
- Availability and capacity PIA may request an interview with finalists
- Tribal Preference

9. ADDITIONAL TERMS PIA reserves the right to:

- Reject any or all proposals
- Request clarification or additional information
- Modify the scope of work prior to contract award
- Award without interview if deemed appropriate