



10,000 years in our Traditional Homeland, Prince William Sound, the Copper River Delta, and the Gulf of Alaska

**Native Village of Eyak
Historical Videography Documentation Services
REQUEST FOR PROPOSALS**

Solicitation

The Native Village of Eyak (“NVE”) is soliciting proposals and rate information from qualified videographers, filmmakers, or production companies to provide videography documentation services. The purpose of this work is to professionally document Tribal history, cultural knowledge, community stories, significant places, events, and the experiences and knowledge of Tribal Members, Elders, cultural knowledge holders, and other individuals identified by NVE. The resulting video and audio materials will support NVE's long-term historical and cultural documentation efforts and may be used for archival, educational, cultural, and public outreach purposes.

Submittals

Bids may be submitted in person, by mail, or by email. Bids must be received by the NVE office on or before the deadline and must contain contact information and amount of bid.

Deadline: Proposals must be received by **5:00pm AKST on Friday, October 2nd, 2026**

Mark submittals as follows: NVE Historical Videography Documentation RFP

Bids may be submitted in person, by mail, or by email:

In person: Native Village of Eyak
ATTN: Raven Cunningham
110 Nicholoff Way
Cordova, AK 99574

By mail: Native Village of Eyak
ATTN: Raven Cunningham
PO Box 1388
Cordova, AK 99574

By email: raven.cunningham@eyak-nsn.gov



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Project Summary

The Native Village of Eyak (NVE), a federally recognized Indian Tribe, is requesting proposals from experienced videographers or production professionals to assist NVE with documenting and preserving Tribal history through professional video and audio recording.

Work will be conducted on a project-to-project basis and may include:

- Filming interviews and oral histories with Tribal Members, Elders, cultural knowledge holders, staff, and other individuals identified by NVE.
- Documenting historical accounts, personal experiences, traditional knowledge, cultural practices, and community stories.
- On-location filming of culturally and historically significant places, landscapes, activities, gatherings, and events.
- Professionally recording high-quality video and audio suitable for long-term archival preservation.
- Providing lighting, audio, camera, and other production equipment necessary for professional documentation.
- Editing footage into completed videos, short features, interviews, or other products as requested by NVE.
- Organizing and providing NVE with original/raw video and audio footage, photographs captured during filming, project files, and completed edited products.
- Providing files in formats appropriate for long-term digital preservation, future editing, educational use, and public distribution.
- Working collaboratively with NVE staff to ensure documentation is conducted respectfully and appropriately, particularly when recording cultural knowledge or sensitive historical information.
- Traveling within Cordova and, when requested, to other communities or locations associated with NVE's historical and cultural documentation efforts.

Specific projects, locations, schedules, interview subjects, and final deliverables will be determined by NVE as individual documentation projects are developed.

Proposal Requirements:

- Name and contact information of the individual, business, or company.
- Description of relevant videography, documentary, oral history, cultural documentation, or historical documentation experience.
- Examples or links to previous work.
- Description of available filming, lighting, and audio equipment.
- Description of video editing and post-production capabilities.
- Proposed hourly, daily, and/or project rates.
- Estimated travel and other reimbursable expenses, if applicable.
- Availability and ability to travel as needed.
- At least two professional references.

Experience working with Alaska Native Tribes, Indigenous communities, Elders, oral histories, cultural documentation, museums, archives, or similar projects is preferred.



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Rate:

As an attachment to the proposal, provide proposed rates for filming, editing, post-production, travel time, equipment, and any other anticipated expenses.

NVE may use the selected contractor for multiple projects. Individual projects, scopes of work, schedules, and costs may be authorized separately based on NVE's needs and available funding.

Type of Agreement:

Interested Proposers are expected to advise NVE in the proposal if any of the terms or conditions of the agreement are objectionable. If any provisions are objectionable, the Proposer must provide alternative terms and conditions which are acceptable. NVE reserves the right to reject any proposal that fails to indicate that the Proposer is willing to execute NVE's standard form of agreement or fails to propose terms and conditions for the agreement that are acceptable to NVE.

Ownership and Use of Materials

Unless otherwise agreed to in writing, all footage, audio recordings, photographs, interview recordings, raw files, edited materials, project files, and other materials created specifically for NVE under the resulting agreement shall be provided to NVE.

NVE will determine the appropriate use, access, distribution, and preservation of materials created through these projects. Contractors may not publish, distribute, publicly display, post to social media, use it for promotional purposes, or otherwise release project materials without prior written authorization from NVE.

The selected contractor will be expected to respect any cultural protocols, confidentiality requirements, restrictions on the handling of culturally sensitive information, and other conditions established by NVE for individual projects.

Type of Agreement

Interested Proposers are expected to advise NVE in the proposal if any terms or conditions of the agreement are objectionable. If any provisions are objectionable, the Proposer must provide acceptable alternative terms and conditions.

NVE reserves the right to reject any proposal that fails to indicate that the Proposer is willing to execute NVE's standard form of agreement or fails to propose terms and conditions for the agreement that are acceptable to NVE.

Selection Process

Proposals will be reviewed by the designated NVE Selection Committee established for this project. NVE may contact Proposers for additional information, interviews, clarification, or examples of previous work before making a final selection.



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Evaluation of Proposals

NVE will evaluate proposals based on the overall qualifications and value offered, including:

- Relevant videography and documentary experience.
- Experience with historical, cultural, or oral history documentation.
- Quality of previous work.
- Technical capabilities and available equipment.
- Editing and post-production capabilities.
- Experience working respectfully with Tribal or Indigenous communities.
- Availability and ability to travel.
- Proposed rates and overall cost.
- References.

NVE reserves the right to select the proposal that provides the greatest overall value to NVE. Selection will not necessarily be based solely on the lowest proposed rate.

Other Information

The issuance of this RFP, the submission of a response by any firm or individual, and the acceptance of such response do not obligate NVE in any manner. NVE is not liable for any costs incurred by Proposers prior to the issuance and execution of a contract with the individual or firm selected through the RFP process. All proposal preparation and other costs associated with responding to this RFP shall be the sole responsibility of the Proposer.

NVE may require, seek, and utilize any information it deems appropriate to assess the qualifications of individual Proposers.

Unless otherwise clearly specified by the Proposer, information contained in proposals submitted in response to this RFP may be considered public information and may, at NVE's discretion, be released to the public at the conclusion of the evaluation, selection, and contract award process, with the exception of rate information submitted in response to the pricing criteria. Any additional information related to pricing or capacity that Proposers consider confidential or proprietary and wish to remain unavailable for public disclosure should be clearly identified.

NVE reserves the right to waive any formalities in the selection process and to make a selection deemed to be in the best interest of NVE. NVE reserves the right to reject any and all proposals.