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**Karuk Community Health Clinic**

64236 Second Avenue  
Post Office Box 316  
Happy Camp, CA 96039  
Phone: (530) 493-5257  
Fax: (530) 493-5270

# Karuk Tribe

**Karuk Dental Clinic**

64236 Second Avenue  
Post Office Box 1016  
Happy Camp, CA 96039  
Phone: (530) 493-2201  
Fax: (530) 493-5364

**Administrative Office**

Phone: (530) 493-1600 • Fax: (530) 493-5322  
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

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**Request for Proposals****14-RFP-030**

**For More Information:** Fred Burcell, 530-493-1600 Ext 2055, fburcell@karuk.us

**Proposal Deadline:** EXTENDED: Friday, August 22nd, 2014 no later than 5:00pm (Pacific Standard Time)

**Location:** 1519 S. Oregon Street, Yreka, CA 96097

**Contact Fred Burcell for optional on-site visit.**

**Responses received by bidders who have scheduled a walkthrough will be given more weight than responses by bidders who did not visit the site.**

The Karuk Tribe requests proposals for the following Scope of Work required for the engineering, design and technical support of Heating, Venting and Air Conditioning (HVAC) system improvements of the Yreka Tribal Health Clinic located at 1519 S. Oregon Street, Yreka, CA 96097. HVAC system improvements are outlined in the report "Evaluation of HVAC Systems at the Karuk Tribe Health Program Buildings" which will be handed out at the Mandatory Pre-Bid meeting on 6/16/14 at 10:00am. Specific HVAC system improvements under this scope of work include:

- 1.) Multiple small systems for zone control.
- 2.) Consolidation of exhaust fans.
- 3.) HVAC unit replacement.
- 4.) Filtration requirements.

**Task One – Engineering and Design**

This includes design and engineering by licensed/registered professionals, preparation of detailed drawings and technical specifications identified in "Evaluation of HVAC Systems at the Karuk Tribe Health Programs", as well as any necessary changes or modifications required for approved permits, or as required by the local authorities having jurisdiction. The engineering and design shall also account for and ensure both new and existing HVAC components operate as a complete building HVAC system. Examples include maintaining existing and designed thermal zones and air flows characteristics as outlined.

**Task Two – Technical Support and Quality Control**

This includes providing technical support and quality control during the construction phase including:

- 1.) Review and response to requests for information as related to the completed engineering and design under this scope of work.
- 2.) Review and response to construction submittals and technical change order requests as related to the completed engineering and design under this scope of work.
- 3.) Preparation of supplementary drawings and technical specifications due to necessary design and engineering corrections under this scope of work. Supplementary drawings and technical specifications shall not be included that are in the convenience of Karuk Tribe or outside this scope of work.
- 4.) Review of system commissioning and testing such as air balancing reports related to the

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completed engineering and design under this scope of work.

Fee proposal shall include travel requirements and related costs to attend at (4) four onsite meetings. The (4) four onsite visits include one owner required design meeting, one pre-bid meeting, one system commissioning and/or testing, and one pre-final inspection. NOTE: Additional travel requirements necessary for onsite inspections or field verifications associated with design, engineering and technical specifications under this scope of work is at the discretion of the bidder and shall be included in the fixed fee proposal.

**STANDARDS AND GUIDELINE:** The latest adopted versions of the following standards and guidelines must be met for the work executed under this contract:

- 1.) International Building Code
- 2.) Life Safety Code (NFPA 101)
- 3.) National Electric, Uniform Plumbing and Mechanical Codes
- 4.) State of California Code of Regulations (CCR), Title 24
- 5.) American Society of Heating, Refrigerating and Air-Conditioning Engineers, (ASHRAE)
- 6.) Americans with Disabilities Act (ADA)
- 7.) Any other applicable local, state, tribe, or federal regulations

**Responses to this Request for Proposals should include the following:**

- 1) A statement of qualifications, including relevant project history. (Be specific as necessary, such as X number of years' experience, X degree or certification, etc.)
- 2) A proposed approach and rationale for completion of the contract tasks described above, including descriptions of similar work previously completed and the results/benefits achieved.
- 3) A lump sum price, with attached price page. [This can be modified to include specific details you need based on the project/work].
- 4) Names and telephone numbers of three client references.

**Responses must be hand, mail, fax, or email delivered by Friday, August 22nd, 2014 no later than 5:00pm (Pacific Standard Time) to:**

Sammi Offield, Contract Compliance Specialist  
Karuk Tribe – Administration Office  
64236 Second Avenue  
P.O. Box 1016  
Happy Camp, CA 96039  
Faxes will be accepted at: (530) 493-2342  
Emails will be accepted at: soffield@karuk.us

**Indian Preference will apply in the selection process in accordance with the Tribal Employment Rights Ordinance (TERO) and/or Indian Preference Act of 1934 (Title 25, USC, Section 47), based on funding source requirements.**

**All contracts that exceed \$2,500.00 shall be subject to a two percent (2%) Tribal Employment Rights Fee in accordance with the TERO Ordinance.**

**If applicable, construction contracts in excess of \$2,000, when required by Federal grant program legislation, are subject to compliance with the Davis-Bacon Act (40 USC 276a to a-7) as supplemented by Department of Labor regulations (29 CFR part 5).**

**A background check consisting of employment history, professional references, and criminal check may be conducted. Applicants will be required to pass the background check in accordance to the Karuk Tribe Personnel Policy and Federal/State/Tribal requirements.**

**Price Page for 13-RFP-030:**

**Proposal Submitted by:**

**Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_

**Lump sum amount requested to be compensated for:** \_\_\_\_\_

**Provide hourly rates:**

**Provide travel expense rates:**

**List previous experience providing food services for events/activities below:**

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**List up to three references with phone numbers below:**

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

**Other Comments:**

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