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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**  
**19-RFQ-006**

**For More Information:** Patricia Hobbs, Director, 530 841-3141 ext. 6304, phobbs@kaurk.us  
**Proposal Deadline:** March 28, 2019 no later than 5:00 PM (PST)

The Karuk Tribe requests proposals for the following Scope of Work required for provision of a one day, multiple session workshop for the purpose of strengthening cultural awareness, increasing self-esteem and providing healthy alternative activities for Karuk children, youth and families. Workshop session will focus on health and healing cultural activities for participants. The project is to be developed utilizing the Two Generation model of investment in our tribal communities with focus on child/youth and parents.

**Task One - Workshop Design and Curriculum Development**

Coordination with Karuk Cultural Leaders and design of event activities.

**Task Two - Provision of Redwood Canoes and transporting to workshop site and set up.**

Contractor is responsible for provision of traditional red wood canoes, transportation and set up and provision of life jackets for participants. Instruction and teaching regarding the metaphysical relationship between Canoes and health and healing for participants.

**Task Three – Cultural Presentations and Activities**

Provision of three Cultural Presentations which may include any of the following: regalia design and construction, beading, language, basket making, traditional foods and instruction on preparation of indigenous foods, traditional card games and brush dance instruction.

**Task Four – Provision of Cultural Advisors**

Contractor will coordinate all contacts with cultural practitioners/advisors for the event.

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

- 1) Contractor shall have sufficient demonstrated experience in coordinating and facilitation of the complete workshop.
- 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.
- 4) Names and telephone numbers of three client references.

**Responses must be hand, mail, or email delivered by March 28, 2019 no later than 5:00 pm (Pacific Standard Time) to:**

Emma Perez Contract Compliance Specialist  
Karuk Tribe – Administration Office  
64236 Second Avenue  
P.O. Box 1016  
Happy Camp, CA 96039  
Faxes will NOT be accepted  
Emails will be accepted at: [emmaleeperez@karuk.us](mailto:emmaleeperez@karuk.us)

**Price Page for 19-RFQ-006**

**Proposal Submitted by:**

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

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

**Amount requested to be compensated for each Task:**

- Task: \_\_\_\_\_
- Task: \_\_\_\_\_
- Task: \_\_\_\_\_
- Task: \_\_\_\_\_

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

