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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

**Administrative Office**

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

**Karuk Dental Clinic**

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

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**Requests for Proposals****18-RFP-012**

**For More Information:** Dion Wood, (530) 493-1600 ext. 2030, dwood@karuk.us

**Proposal Deadline:** Friday, February 9, 2018 no later than 5:00 PM (PST)

The Karuk Tribe requests proposals for the following Scope of Work from qualified individuals.

**Scope of Work**

Facilitate two (2) Infant/Child First Aid/CPR classes in Happy Camp and / or Orleans.

Tasks included in the contract:

1. Provide all materials for class. Provide certification cards to all successful participants.
2. Facilitator will be responsible for obtaining participants signatures and reporting to Director on attendance.
3. Facilitator will be responsible for recruitment of class participants through advertising and posting of the class opportunity.

Responses to this Request for Proposals should include:

- 1) A statement of qualifications, including relevant project history.
- 2) Course description, a lump sum price, with attached detailed price page of maximum participants, per-person costs and potential dates to hold two (2) classes. (Days, evenings, weekends).
- 3) Names and addresses of three references.

**Responses must be hand, mail, or email delivered by February 9, 2018 no later than 5 PM (PST) to:**

Emma Lee Perez  
Karuk Tribe – Administration Office  
64236 Second Avenue  
PO Box 1016  
Happy Camp, CA 96039  
Emails will be accepted at: [emmaleeperez@karuk.us](mailto:emmaleeperez@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.

Facilitator(s) is subject to an investigation of character as required by the Indian Child Protection and Family Violence Prevention Act. The minimum standards require an investigation that shall include: a check of fingerprint files of the Federal Bureau of Investigation, written inquiries to appropriate local law enforcement agencies. Applicant must not have been found guilty of, or entered a plea of no contender or guilty to, any offense under Federal, State or Tribal law involving crimes of violence; sexual molestation; exploitation; contact or prostitution; crimes against persons; an offense involving a child victim; or a drug felony.

**Price page for 18-RFP-012:**

**Proposal Submitted by:**

**Name:** \_\_\_\_\_

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

**E-mail:** \_\_\_\_\_

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

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

**List previous experience below:**

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

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

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

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