

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



**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

**Request for Proposals**

**23-RFP-029**

**For More Information:** Misty Rickwalt, 530-627-3016, [mrickwalt@karuk.us](mailto:mrickwalt@karuk.us)

**Mandatory On-site Visit: 635 Jacobs Way, Happy Camp, CA 96039**

**Tuesday, August 1st, 2023, 9:00AM**

**RFP Response Deadline: Wednesday, August 9th, 2023, 5:00PM PST**

**Sealed responses must be mailed to the PO Box address; hand delivered, or emailed and will not be opened if received after the designated submission date and time noted below.**

This full Request for Proposals is available on the Karuk Tribe's website at [www.karuk.us](http://www.karuk.us).

**SUBMIT TO:** Emma Lee Perez – Contract Compliance Specialist  
Karuk Tribe Administrative Offices  
64236 Second Avenue  
P.O. Box 1016  
Happy Camp, CA 96039  
[emmaleeperez@karuk.us](mailto:emmaleeperez@karuk.us)

**NOTE:** (1) PLEASE SUBMIT ONE (1) ORIGINAL AND FOUR (4) COPIES (IF SUBMITTING BY MAIL OR IN PERSON) OF THE RESPONSE TO THIS RFP BY **Wednesday, August 9th, 2023, 5:00 PM PST**

(2) E-MAILED SUBMISSIONS WILL BE ACCEPTED

(3) ALL INFORMATION INQUIRIES MUST BE SUBMITTED TO: Misty Rickwalt, Transportation Director, 530-627-3016, [mrickwalt@karuk.us](mailto:mrickwalt@karuk.us)

## **Request for Proposals**

**23-RFP-029**

**For More Information:** Misty Rickwalt, Transportation Director, 530-627-3016, [mrickwalt@karuk.us](mailto:mrickwalt@karuk.us)

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**Tuesday, August 1st, 2023, 9:00AM**

**Proposal Deadline: Wednesday, August 9th, 2023 by 5:00 PM PST**

The Karuk Tribe Department of Transportation is soliciting for bids for a trench over-lay on Jacobs Way in Happy Camp, California 96039. **On-site visit is mandatory for accurate bidding purposes, as the project varies in size and depth throughout.**

### **Scope of Work**

1. Clean surface thoroughly and apply 100% un-cut tack oil to existing, previously trenched surface area (approximately 26" x 890'). Overlay with 3/8 hot mix asphalt concrete and roll in with roller.
2. Small (approximately 3') area will need compacted base in addition to the above.
3. Notification to Karuk Tribal Housing Authority, Head Start, and other tribal offices, shall occur in a timely manner prior to construction. Temporary traffic control shall be in place throughout the duration of this project to ensure the safety of the traveling public. Project shall be completed as quickly as possible so as not to disrupt the daily flow of traffic any more than absolutely necessary.
4. Davis-Bacon wages and certified payroll are required.

### **Statement of Qualifications**

Respondents to this RFP shall include a Statement of Qualifications and performance data identified in the following numbered items:

1. Company summary identifying applicable capabilities and relevant experience in performing project tasks.
2. Names, position titles, relevant training and qualifications of company personnel who may be involved in the tree felling and debris removal process.
3. Statement of the proposed scope of work; including proposer's understanding of project tasks, methodology for completion and equipment expected to be used.
4. Submit a complete itemized fee schedule. Certified payroll must be submitted with all invoicing.
5. The name and contact information of three (3) clients who may be contacted and for whom your company has recently performed similar tasks.
6. Narrative response to TERO Compliance Plan/Training/Apprenticeship Opportunities (see link below).
7. Proof of liability insurance including limits.
8. Copies of certifications, licensures, and state permits required to be held by staff and the firm to legally and compliantly operate and perform the scope of services proposed.

9. Describe any and all conflicts of interests or other considerations of concern regarding public procurement that would compromise the ability of the Tribe to fully comply with 2 CFR 200.318-320.
10. Indian Preference documentation, if applicable.

## **II. SELECTION PROCEDURES CRITERIA**

TERO Compliance Plan/Training/Apprenticeship Opportunities – **please review the Ordinance here:** [https://www.karuk.us/images/docs/tero/TERO\\_Ordinance\\_06-08-15.pdf](https://www.karuk.us/images/docs/tero/TERO_Ordinance_06-08-15.pdf) and the compliance form which **must be included** with all responses, here: [https://www.karuk.us/images/TERO\\_Compliance\\_Plan\\_for\\_Non-Construction\\_Contracts.pdf](https://www.karuk.us/images/TERO_Compliance_Plan_for_Non-Construction_Contracts.pdf)  
**Completed TERO documents must be submitted with all responses to be deemed eligible**  
Indian preference, if applicable.

The Karuk Tribe reserves the right to accept or reject any proposal. The Tribe also reserves the right to negotiate final terms with the selected vendor. The Tribe will select the proposal that it considers most advantageous to the Tribe.

Proposals will be reviewed by representatives of the Karuk Tribe following the receipt of the RFPs with the selection and notification of the highest qualified firm shortly thereafter.