
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

Request for Proposals**16-RFP-001**

For More Information: Alex Watts-Tobin, THPO: (530) 627-3446 ext.3015; atobin@karuk.us
Proposal Deadline: October 23rd, 2015 no later than 5pm (Pacific Standard Time)

The Karuk Tribe requests proposals for the following Scope of Work required for designing and implementing a two-day training for cultural monitoring of construction projects and other ground disturbing activities. The location of the training will be Happy Camp, California. The dates will be coordinated with the Karuk Tribal Historic Preservation Office, and are tentatively scheduled for November 16th-17th.

Task One

Design curriculum and schedule to cover relevant skills and knowledge for monitoring projects with the potential to impact cultural resources. At a minimum this training should include the legal framework of cultural resource law, field methods for identification of cultural resources, documentation and record keeping, safety and communication, and role of monitoring in culture resource management.

Task Two

Conduct a comprehensive two-day training to include classroom instruction and in-the-field practicum.

Task Three

Provide binder of written training materials and administer test to determine certification of participants. (The Tribe will provide certificates for successful candidates).

Responses to this Request for Proposals should include the following:

- 1) A statement of qualifications, including relevant work history. The principal investigator must meet the Secretary of Interior Standards for a professional archaeologist, and have demonstrated knowledge and experience preparing and teaching tribal cultural monitor courses. A proposed approach and rational for completion of the contract tasks described above, including descriptions of similar work previously completed and the results/benefits achieved.
- 2) A proposed approach and rational 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 hourly and travel expense rate sheet.
- 4) Names and telephone numbers of three client references.

Responses must be hand, mail, or email delivered by October 23rd , 2015 no later than 5pm (Pacific Standard Time) to:

Emma Lee 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

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 16-RFP-001

Proposal Submitted by:

Name: _____ **Phone Number:** _____

E-mail: _____ **Fax Number:** _____

Amount requested to be compensated for each task:

- Task One _____
- Task Two _____
- Task Three _____

List previous experience providing requested services:

List up to three references with phone numbers below:

- 1) _____
- 2) _____
- 3) _____

Other Comments:

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