

---

**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

---

## **Request for Proposals** **23-RFP-003**

**For More Information Contact:** Darrel Aubrey, (530) 493-1600 Ext. 2022, [daubrey@karuk.us](mailto:daubrey@karuk.us)  
**Proposal Deadline:** Monday, November 28<sup>th</sup>, 2022 no later than 5:00 p.m. (PST)

**The Karuk Tribe is requesting proposals** for the following Scope of Work, required for the planning and development of the Karuk Tribe's Public Law 102-477 plan. We are seeking proposals from qualified firms or contractors that have experience working with tribes; have an extensive background and familiarity with issues pertaining to 477; state, tribal, and federal programs and their funding mechanisms; with facilitating strategic planning processes; and drafting, editing, and finalizing a comprehensive 477 plan. The successful contractor will work with the Karuk Tribe's 477 Planning Team, Department and Program Directors, to facilitate this planning process. Demonstration of these qualifications should include information indicating the depth of experience and the nature of services in which you or your firm has been involved over time.

### **Scope of Work:**

The 477 plan will include raising educational achievement, increasing self-sufficiency, concentrating on the needs of tribal youth, consolidating tribal services, and fostering tribal economic development. The plan must also:

- Be consistent with the purposes of the Act authorizing the services to be integrated in a demonstration project;
- Describe a comprehensive strategy which identifies the full range of potential employment opportunities on and near the tribal government's service area and the education, training, and related services to be provided to assist Indian workers to access those employment opportunities;
- Describe the way in which services are to be integrated and delivered and the results expected from the plan;
- Identify the projected expenditures under the plan in a single budget;
- Identify the agency or agencies of the tribal government to be involved in the delivery of the services integrated under the plan;
- Identify any statutory provisions, regulations, policies, or procedures that the tribal government believes need to be waived in order to implement its plan;
- Be approved by the governing body of the affected tribe and include a duly enacted tribal council resolution.

Scheduled meetings will be held with administrative staff, fiscal, and directors of the departments this plan consolidates. A copy of the plan and proposed recommendations will be provided to the Karuk Tribe to facilitate decisions that achieve organizational efficiencies.

**Description of the Karuk Tribe:**

The Karuk Tribe is a federally recognized Indian Tribe whose constitution was formally adopted by its members on April 6, 1985. It has been determined that the Karuk Tribe is a primary government based upon the fact that it is legally separate, its governing body is separately elected, and it is fiscally independent of other governments. The Tribe has approximately 3,700 Enrolled Tribal Members, making it one of the largest tribes in California. There are about 5,000 registered descendants.

**The Selected Individual or Firm will be responsible to provide:**

- 1.) Recommendations and advice for 477 planning.
- 2.) Provide research and opinions on issues involving 477 plans.
- 3.) Collaborate, draft, and finalize a 477 plan.

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

- 1) A resume and statement of qualifications, including relevant history working with Tribal Governments and Tribal Entities.
- 2) A proposed price which should include a breakdown of the costs and charges for expenses, if any, such as traveling rate, legal research, copies, and faxes.
- 3) Disclosure of any potential conflicts of interest.
- 4) A list of at least three client references that may be contacted by the Tribe. It is preferred that the references include clients for whom similar work has been done within the past five-year period. References shall include a complete address, contact name and telephone number.

**Responses must be hand, mail, or email delivered by Monday, November 28<sup>th</sup>, 2022 no later than 5:00 PM (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](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.

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.

By submitting a proposal in response to this Request for Proposal, your firm understands and agrees that the Karuk Tribe does not waive, alter, or otherwise diminish its sovereign immunity, whether expressed or implied, by virtue of this Request for Proposal or the evaluation process.