
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**16-RFP-026**

For More Information: Sandi Tripp, (530) 627-3063, stripp@karuk.us
Proposal Deadline: May 12th, 2016 no later than 12PM (Pacific Standard Time)

The Karuk Tribe requests proposals for the following Scope of Services required for Construction Inspection Services for the Red Cap Road Shoulder Widening Phase II Project located in Orleans, California.

Task One – On-Site Construction Observation Services

Upon selection, the qualified services provider will provide the following on-site construction observation services:

- Provide regular on-site construction observation to review Contractor general conformance with the project plans and specifications
- Prepare daily observation reports and take representative digital photos of progress.
- Perform on-site interviews of trade persons to review job classifications and wages paid.
- Review Contractor's erosion and sediment control BMPs and check for general compliance with Water Pollution Control Plan (WPCP).
- Maintain a set of red line plans depicting changes noted by the construction observer.
- Collect and maintain material tags and testing tags/ reports.
- Periodically review traffic control and Contractor daily activities.
- Periodically review the Contractor's construction schedule and progress relative to overall project schedule and coordinate with the Contractor on planned activities.
- Prepare Engineer's Daily Report and help coordinate materials testing and contract administration requirements through the course of the project.
- Record working days, non-working days, and weather related days.
- Review Contractor monthly payment requests, review differences in payment quantities with contractor, and prepare and submit recommendations of payment requests to County.
- Review general and subcontractor certified payrolls for general accuracy and completeness, focusing primarily on spot checking that workers are receiving the appropriate prevailing wage.
- Measure quantities of work installed for progress payments and maintain payment source documents to support measurements and calculations.

Task Two –Post Construction Services

Following the completion of the project construction, the selected services provider will provide the Tribe and County with the following items:

- Project photo log
- Inspection and observation reports
- Source documents
- Labor compliance interview records

Responses to this Request for Proposals should include the following:

- 1) A statement of qualifications, including relevant project history.
- 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 project estimate sheet per task.
- 4) Contact information of three client references.

Responses must be hand, mail, or email delivered by May 12, 2016, no later than 12PM (Pacific Standard Time) to:

Alicia Derry – Self Governance Director
Karuk Tribe – Administration Office
64236 Second Avenue
P.O. Box 1016
Happy Camp, CA 96039
Emails will be accepted at: aderry@karuk.us
Faxes will NOT be accepted.

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).