

---

**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****18-RFP-015**

**For More Information:** Cheryl Bearchild (530) 842-4775 Ext. 7107

**Proposal Deadline:** May 3, 2018 no later than 5:00pm (PST)

The Karuk Tribal TANF Program requests proposals for the following Scope of Work for the preparation of meals for Fatherhood is Sacred/Motherhood is Sacred classes to be held in Happy Camp from approximately July 1, 2018-August 20, 2018.

**The selected individual will be responsible for:**

1. Preparation of meals for 13 sessions. Sessions are 2.5 hours twice per week, which includes 30 minutes for eating before class starts. Sessions 1-12 will include up to 30 people. Session 13 will include up to 60.
2. All meals should be ready to serve 10 minutes before designated start time.
3. All food shopping, food preparation, facility preparation and clean up necessary for completion of each meal.
4. Wear hairnet and glove during food preparation and service. Other individuals assisting primary applicant will be required to adhere to the same standards.
5. Providing proof of negative Tuberculosis test for applicant and any individuals that will assist with meal preparation within 10 business days of acceptance of proposal.
6. KTCP will supply paper products, utensils, and beverages for each session.

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

- 1) A statement of qualifications that includes relevant experience.
- 2) Copy of current and valid Food Handlers Certificate.
- 3) A flat rate for compensation of food costs.
- 4) Desired rate of pay for each meeting as identified.
- 5) Names and telephone numbers of three client references.

**Responses must be hand, mail, or email delivered by May 3, 2018 no later than 5:00p.m. (PST)  
to:**

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

**Price Page for 18-RFP-015:**

**Proposal Submitted by:**

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

**E-mail:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_

**Amount requested to be compensated for each meeting:**

1. \_\_\_\_\_

**Amount requested to be compensated for food costs for each meeting:**

1. \_\_\_\_\_

**List previous experience providing food services for events/activities below:**

---

---

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

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

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

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

**Other Comments:**

---

---

Indian Preference will apply in the selection process in accordance with the Indian Preference Act of 1934 (Title 25, USC, Section 47) and/or the Tribal Employment Rights Ordinance (TERO), 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).