
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**21-RFP-036**

For More Information: Cheryl Bearchild KTTP crbearchild@karuk.us 530-842-4775 Ext. 7107
Proposal Deadline: September 3rd, 2021 no later than 5:00 p.m. (Pacific Standard Time)

The Karuk Tribe requests proposals for the following Scope of Work required for Karuk Tribal TANF Program Gathering of Native Americans Facilitator Training event to be held September 14th, 15th, and 16th at the Katishraam Wellness Center in Yreka, CA. KTTP would like morning snack/beverage and afternoon snack/beverage station prepared, monitor self-serve station and cleaned up each day of the three-day event. Expected attendance is 40 people.

Task One -Plan Menu:

Meet with project coordinator to develop appropriate menu for each day. Should allow for common allergies and appropriate alternatives for diabetes.

Task Two – Shop:

Shop for all items needed to prep, monitor self-serve, and clean up snack station each day.

Task Three – Snack Service:

Day 1-Prepare and lay out snacks and beverages for customer self-serve station 2x (morning and afternoon) each day for 40 people.

Task Four – Snack Service:

Day 2-Prepare and lay out snacks and beverages for customer self-serve station 2x (morning and afternoon) each day for 40 people.

Task Five – Snack Service:

Day 3-Prepare and lay out snacks and beverages for customer self-serve station 2x (morning and afternoon) each day for 40 people.

Responses to this Request for Proposals should include the following:

- 1) A statement of qualifications, including relevant project history. Must have current Food Handler's Permit and document relative experience.
- 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 price page. Should include all fees for shopping, hourly rate, service items (napkins, cups, etc.) and proposed menu.
- 4) Names and telephone numbers of three client references.

Responses must be hand, mail, fax, or email delivered by September 3, 2021 no later than 5:00pm (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 be accepted at: (530) 493-2342
Emails will be accepted at: soffield@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).

Price Page for 21-RFP-036:

Proposal Submitted by:

Name: _____ **Phone Number:** _____

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

Amount requested to be compensated for each task:

- Task #1: _____
- Task #2: _____
- Task #3: _____
- Task #4: _____
- Task #5: _____
- Total: _____

List previous experience providing food service for events/activities below:

List up to three references with phone numbers below:

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

Other Comments:

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