
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

22-RFP-005

For More Information: Scott Aseltine, Education Director, (530) 493-1600 ext. 2034, saseltine@kaurk.us

Proposal Deadline: January 14th, 2022 no later than 5:00 PM (Pacific Standard Time)

The Karuk Tribe requests proposals for the following Scope of Work required for **Graduation Stoles with Karuk Basket Designs** for graduating High School Students & College Graduates Class 2022. Interested individuals who have an expertise in creating & making stoles must have them **complete by March 4th, 2022**.

Task One - Design and Create

Contractor will coordinate with the Education Department Director regarding selection of designs and approval of final product. Seventy-five (75) stoles are to be created for graduating High School Students and College Graduates.

Task Two – Fabricate Stoles

Contractor is responsible for producing and making stoles for Karuk Graduates by March 4th, 2022.

The Karuk Tribe Education Department is requesting 75 Stoles to be made. Stoles must be **60 total inches** in length (30 inches per side, including neck rest area), with a **4-inch minimum in width** not to exceed **5-inches in width**.

OPTIONAL: additional opportunity to provide beaded fringe at the ends of each stole. We request a minimum of four strands per side. In proposal include the total cost of finished product stole with bead work.

Task Three – Complete and Deliver.

Contractor will coordinate with the Education Director for delivery of stoles to the Karuk Tribe.

Responses to this Request for Proposals should include the following:

- 1) Contractor will provide documentation of demonstrated experience in creating and fabricating stoles. Including relevant project history, pictures of created stoles OR relevant projects.
- 2) A lump sum price, with attached price page.
- 3) Names and telephone numbers of three references.

Responses must be hand, mail, or email delivered by January 14th, 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

Price Page for 22-RFP-0005 Proposal Submitted by:

Name: _____ **Phone Number:** _____

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

Amount requested to be compensated for each Task:

- Task: _____
- Task: _____
- Optional: _____
- Task: _____

List previous experience below:

List up to three references with phone numbers below:

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

Other Comments:

Price Page for 22-RFP-005:

Proposal Submitted by:

Name: _____ **Phone Number:** _____

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

Lump sum amount requested to be compensated for: _____

List previous experience 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).

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.