
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
14-RFP-022

For More Information: Julie Burcell (530) 493-1600, x. 2202

Proposal Deadline: May 23, 2014, no later than 5:00 pm (Pacific Standard Time)

The Karuk Tribe requests proposals for a Scope of Work required for designing and implementing a two-day training for cultural monitoring of construction projects and other ground disturbing activities. Training date will be coordinated with the Karuk Tribal Historic Preservation Office, and will be scheduled in June 2014.

Task One

Design curriculum and schedule to cover relevant skills and knowledge for monitoring projects with the potential to impact cultural resources. At a minimum this training should include the legal framework of cultural resource law, field methods for identification of cultural resources, documentation and record keeping, safety and communication, and role of monitoring in culture resource management.

Task Two

Conduct a comprehensive two-day training to include classroom instruction and in-the-field practicum.

Task Three

Provide binder of written training materials and administer test to determine certification of participants. Trainer will provide certificate of completion to successful candidates.

Responses to this Request for Proposals should include the following:

- 1) A statement of qualifications, including relevant work history. The principal investigator must meet the Secretary of Interior Standards for a professional archaeologist, and have demonstrated knowledge and experience preparing and teaching tribal cultural monitor courses. 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.
- 2) A lump sum price, with attached hourly and travel expense rate sheet.
- 3) Names and telephone numbers of three client references.

Responses must be hand, mail, fax, or email delivered by May 23, 2014, no later than 5:00 (Pacific Standard Time) to:

Sammi Offield, 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 13-RFP-[XXX]:

Proposal Submitted by:

Name: _____ **Phone Number:** _____

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

Amount requested to be compensated for each [task, meeting, event]:

- Task, meeting, event: _____
- Task, meeting, event: _____
- Task, meeting, event: _____
- Task, meeting, event: _____

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).

Price Page for 13-RFP-[XXX]:

Proposal Submitted by:

Name: _____ **Phone Number:** _____

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

Lump sum amount requested to be compensated for: _____

Provide hourly rates:

Provide travel expense rates:

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).