

**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

### Hazard Tree Removal

FOR THE

## KARUK TRIBE DEPARTMENT OF TRANSPORTATION

The full Request for Proposals (RFP) is available on the Tribe's website at [www.karuk.us](http://www.karuk.us).

**DEADLINE DATE: Monday, September 23, 2013, by 5:00 p.m.**

**MANDATORY PRE-BID CONFERENCE:** There will be a mandatory pre-bid conference with on-site visit on September 16, 2013 at 10:00 a.m. located at the Karuk Tribe Wellness Center, 459 Asip Road, Orleans, CA, to assess the hazard trees requiring removal.

**SUBMIT TO:** Karuk Tribe  
Administrative Offices  
64236 Second Avenue  
P.O. Box 1016  
Happy Camp, CA 96039  
[jgoodwin@karuk.us](mailto:jgoodwin@karuk.us)

**Sealed Proposals mailed to the PO Box address, hand delivered or delivered by courier will not be opened if they are received after the designated submission time.**

**NOTE:** (1) Please submit one original proposal and supporting documentation by September 23, 2013, no later than 5:00 p.m.

(2) No faxed submissions will be accepted.

(3) All information inquiries must be submitted to Sandi Tripp, Department of Transportation Director, via email: [stripp@karuk.us](mailto:stripp@karuk.us) or by phone: (530) 627-3063.

# REQUEST FOR PROPOSALS

## For Hazard Tree Removal

### For the Karuk Tribe Department of Transportation

The Karuk Tribe Department of Transportation is accepting proposals from State of California D49 licensed contractors for the removal of several hazard trees located at 459 Asip Road, Orleans, California.

#### I. REQUIRED CONTENT OF STATEMENT OF QUALIFICATIONS

Respondents to this RFP shall include a Statement of Qualifications and the performance data identified in the following numbered items:

1. Company summary identifying applicable capabilities and relevance experience in performing project tasks.
2. Names, position titles, relevant training and qualifications of company personnel who may be involved in the tree felling and debris removal process.
3. Statement of the proposed scope of work; including proposer's understanding of project tasks and methodology for completion.
4. Submit a completed itemized fee schedule. (Davis-Bacon Wage Rate shall apply )
5. The name and contact information of three clients who may be contacted and for whom your company has recently performed similar tasks.
6. Proof of Liability Insurance and limits.
7. Potential conflicts of interests with other clients, if any.
8. Indian Preference documentation, if applicable.

#### II. SELECTION PROCEDURES CRITERIA

Proposals will be evaluated by the Karuk DOT Director and approved by the Karuk Tribal Council based on the following criteria:

- a) Presentation /Clarity/Understanding of the project
- b) Capabilities and Experience
- c) Training and qualifications of company personnel and copy of current State of California D49 License
- d) Statement of Project methodology
- e) Cost – Overall cost for the services
- f) Evaluations/References from prior clients
- g) Insurance
- h) TERO Compliance Plan/Training/Apprenticeship Opportunities (see attached TERO documents)
- i) Indian Owned, if applicable

The Karuk Tribe reserves the right to accept or reject any proposal. The Tribe also reserves the right to negotiate final terms with the selected contractor.

### III. DOCUMENTATION

The Karuk Tribe reserves the right to verify the validity of all information provided.

### IV. GENERAL PROVISIONS

#### *Indian Preference*

This Request for Proposal is open to all qualified, responsive bidders. Indian Preference will apply in the selection process in accordance with the Karuk Tribe's Tribal Employment Rights Ordinance (TERO) and/or Native American Housing and Self-Determination Act (NAHASDA)/Housing and Urban Development (HUD) projects on or near the Karuk Ancestral Territory.

#### *TERO Compliance Plan (Mandatory/Required)*

A Compliance Plan describing how Indian Preference will be applied must accompany the proposal. The Compliance Plan is available on the Karuk Tribe's website: <http://www.karuk.us/karuk2/images/docs/hr-files/rfps/TERO%20Compliance%20Plan%20-%2004222013.pdf> or by contacting the Karuk Tribe's TERO office at: (530) 493-1600, extension 2030.

Indian owned businesses must provide certification from their Tribe of origin. Indian owned businesses not certified by their Tribe of origin must complete a Statement of Qualifications available by contacting the Karuk Tribe's TERO office at: (530) 493-1600, extension 2030.

#### *TERO Fee (Mandatory/Required)*

The Karuk Tribe assesses a TERO fee of two percent (2%) of the total contract amount that exceeds \$2500.00 on or near the Karuk Ancestral Territory. Additional information for the TERO fee can be obtained by contacting the Karuk Tribe's TERO Office at: (530) 493-1600, extension 2030.

#### *Wage Rates (If applicable)*

Vendor must comply with the Karuk Tribe's Wage Rate Ordinance or 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).

### V. SUBMISSION

#### **SUBMIT TO:**

Karuk Tribe  
Administrative Offices  
64236 Second Avenue  
P.O. Box 1016  
Happy Camp, CA 96039  
jgoodwin@karuk.us

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