
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 Trimming and 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.

DEADLINE DATE: Wednesday, October 2, 2013, by 5:00 p.m.

MANDATORY PRE-BID CONFERENCE: There will be a mandatory pre-bid conference with on-site visit on September 24, 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

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 October 2, 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 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 and trimming of several hazard trees located at 459 Asip Road, Orleans, California.

I. SCOPE OF WORK

1. Work to be performed consists of removing and trimming several hazard trees as identified/marked by owner.
 - Felling: Trees identified for removal must be felled in sections to reduce potential impacts to owner and adjacent properties. Large logs, limbs over 3" in diameter and woody debris shall be cut into manageable lengths, separated and decked in a designate staging area for future removal by owner.
 - Pruning: Tree pruning shall incorporate directional techniques that result in limbs being cut back to another existing branch, crotch or trunk to guide new growth away from buildings and parking facilities. Limbs over 3" in diameter and woody debris shall be cut into manageable lengths, separated and decked in a designate staging area for future removal by owner.
2. Contractor shall coordinate work with local municipalities and utility companies as needed to complete work. Work must conform to all applicable codes and regulations.

NOTE: It shall be understood that work will take place in a residential and commercial area. The Contractor must put into place appropriate methods and procedures in order to ensure the safety of the residents, visitors and staff and to prevent damage to office buildings, homes and vehicles.

II. 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. Proof of current State of California D49 license.
8. Potential conflicts of interests with other clients, if any.
9. Indian Preference documentation, if applicable.

III. 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.

IV. DOCUMENTATION

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

V. 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 exceed \$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).

VI. SUBMISSION

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