

KARUK TRIBE HOUSING AUTHORITY

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KARUK TRIBE HOUSING AUTHORITY REQUEST FOR LUMP SUM FIXED QUOTATION

SOLICITATION FOR LUMP SUM FIXED-PRICE QUOTATIONS BASED ON PRICE ONLY (Small Purchases of \$100,000 or less)

EXTENDED Due Date: Friday, March 8, 2013 at 5pm

More Information: Steve Mitchell, Project Manager (530) 493-1414, Extension 3103

1. The Karuk Tribe Housing Authority (KTHA) requests lump sum fixed-price quotations for the removal of hazard trees located at the Housing Authority's communities in Happy Camp and Orleans.
2. KTHA is requesting these quotations under the small purchase procedures. This is a less formal, simplified process which will help us to expedite our selection. Because KTHA is following this process, we will not be able to accept quotations that are more than \$100,000.
3. Quotations are invited from non-Indian as well as Indian-owned economic enterprises or organizations.
4. Bids will only be accepted from licensed, insured firms holding a State of California D49 or C27 license.
5. Quotations may be submitted by fax, email, mail, or hand delivery. All quotations must be submitted to KTHA in writing and can be faxed to (530) 493-1416, emailed to sspence@karuk.us, mailed or hand delivered to PO Box 1159, 635 Jacobs Way, Happy Camp, CA 96039 by **5pm, Friday, March 8, 2013**. For all quotations that are faxed, it is recommended that you make a follow-up call to **(530) 493-1414** to confirm that the faxed quotation has been received.
6. The Scope of Work is as set forth on Appendix A attached to this Solicitation. Anyone submitting a quotation for this work is required to visit the job site(s) prior to bidding to ascertain the nature and location of work and to satisfy itself as to the general and local conditions which can affect the work by scheduling an appointment at least two (2) days in advance. To schedule an appointment contact Steve Mitchell, Project Manager at (530) 493-1414 Extension 3103.
7. **Indian Preference.** Any firm seeking Indian preference in this award must provide evidence that it is not less than 51% Indian owned and controlled. If claiming this preference, please contact us immediately so that we can fax you a pre-qualification statement that you must fill out and return within two days of your receipt. KTHA will then review the statement and determine eligibility for preference.
8. **Award.** The contract will only be awarded to a responsible individual or firm. The contract will be awarded to a qualified Indian enterprise submitting the lowest responsive quotation if such quotation is within budgeting limits established for this solicitation and is within the limits identified in the KTHA Procurement Policy regarding Indian preference in contracting. If no responsive quotation by a qualified Indian enterprise is within the above-stated limits, then award will be made to the individual or firm with the lowest responsive quotation.
9. All quotations must contain a commitment to provide Indian preference in 1) subcontracting, 2) training, and 3) employment, and must contain a statement describing the methods that will be used to provide such preferences. This statement is part of the submitted quotation. This statement will be

evaluated as part of the submitted quotation, and any quotation failing to contain such preference statement or failing to adequately address such preference requirements shall be deemed non-responsive. If you believe it is infeasible to provide Indian preference in subcontracting, training, or employment, you must include in your quotation a certification as to the reasons why.

10. The form of Contract which contains the terms and provisions of the contract agreement between KTHA and the individual or firm selected for this work is available for review upon request. By submitting a quotation, you hereby agree that if selected, you shall deliver to the Authority, within the time later designated by the Authority, a properly executed Contract and to be bound by all terms and conditions set forth therein, including but not limited to assurance of performance, completion dates, prevailing wage rates, warranties, other federal requirements, and other terms and provisions as set forth therein.
11. All quotations must commit to remaining open for at least 45 days.
12. The selected contractor will be responsible for paying all Tribal license fees and taxes, as well as permits that may be required, if any.
13. All quotations must be submitted using Appendix C, Lump Sum Fixed Price Quotation, attached hereto. No other form is acceptable. Attachments to Appendix C are permitted if needed to provide complete information. This solicitation requires a quotation for all work described in the Scope of Work, Appendix A.
14. The successful individual or firm on this solicitation must comply with the Tribe's TERO Ordinance, including any licensing requirements. This includes, but is not limited to, paying a 2% TERO fee on the work to be performed. Tribal minimum wage rates shall apply. For a copy of the TERO Ordinance and more information, the Karuk Tribe TERO Director, should be contacted at (530) 493-1600, Extension 2030.
15. This solicitation does not commit KTHA to award a contract or to pay any costs incurred in the preparation of quotation or the procurements of supplies. KTHA reserves the right to reject any and all quotations or to re-solicit when it is deemed by KTHA to be in its best interest to do so.
16. If there are any questions, please contact **Steve Mitchell, Project Manager at (530) 493-1414, Extension 3103**. KTHA will let you know the decision of the award.

APPENDIX A
To Request for Lump Sum Fixed-Price Quotation
SCOPE OF WORK

Work to be performed consists of removing hazard trees as identified/marked by KTHA staff in the communities of Happy Camp and Orleans. Work shall include all falling, lopping and clean up necessary to restore site(s) to a condition of at least equal to that before the start of work.

All logs/material over 3" in diameter shall be decked and stored on site at a location to be identified by KTHA staff. All waste material shall be transported to a site identified by KTHA staff. Travel time to disposal site shall not exceed ten minutes.

It shall be understood that work will take place in a residential area. Contractor shall put into place appropriate methods and procedures in order to ensure the safety of the residents, visitors and staff and to prevent damage to homes and vehicles, including but not limited to advance notification to residents, locating utilities, dust control, traffic control, and fire prevention measures.

Contractor shall coordinate work with local municipalities and utility companies as needed to complete work. Work will conform to all applicable codes and regulations.

Contractor shall have either a D49 or C27 California contractor's license.

Tribal wage rates, Indian preference and TERO fee of 2% will apply.

Bids will be received until **5PM on Friday, March 8, 2013**. Bids may be submitted electronically to sspence@karuk.us by mail to PO Box 1159, or in person at the KTHA office in Happy Camp located at 635 Jacobs way.

For questions or to schedule a site visit contact **Steve Mitchell at the Karuk Tribe Housing Authority office in Happy Camp, CA at (530) 493-1414, Extension 3103.**

APPENDIX A
To Request for Lump Sum Fixed-Price Quotation

TRIBAL WAGE RATES

MINIMUM HOURLY WAGE RATES	
as of April 2009	
JOB TITLE:	KARUK TRIBE:
CARPENTER	\$ 17.00
CEMENT MASON	\$ 16.00
ELECTRICIAN	\$ 18.00
LABORER	\$ 12.00
PAINTER	\$ 13.00
PLUMBER	\$ 18.00
ROOFER	\$ 14.00
SHEET METAL WORKER	\$ 18.00
BRIDGE BUILDER	\$ 17.00
PILE DRIVER	\$ 23.00
MILLWRIGHT	\$ 18.00
LINE CONSTRUCTION	\$ 22.00
COMMUNICATION SYSTEMS	\$ 18.00
HEAVY EQUIPMENT OPERATOR	\$ 16.00
IRON WORKERS	\$ 17.00
PLASTERER	\$ 16.00
BRICK TENDER	\$ 16.00
LANDSCAPE/GARDEN	\$ 12.00
DRYWALL FINISHER	\$ 16.00
GLAZIER	\$ 14.00
SOFT FLOOR LAYER	\$ 15.00
TRUCK DRIVER	\$ 13.00
TILE SETTER	\$ 15.00
BRICK LAYER	\$ 17.00

APPENDIX C
To Request for Lump Sum Fixed-Price Quotation

LUMP SUM FIXED PRICE QUOTATION

ITEM	PRICE
SUBTOTAL:	\$
TERO FEE (2%) OF SUBTOTAL:	\$
TRIBAL SALES TAX (6%) OF SUBTOTAL <u>IF APPLICABLE</u>:	\$
TOTAL QUOTATION AMOUNT:	\$