
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**19-RFP-023**

For More Information: Patricia Hobbs, Director, 530-841-3141 ext. 6304, phobbs@karuk.us
Proposal Deadline: Monday, November 4th, 2019 no later than 5:00 PM (Pacific Standard Time)

The Karuk Tribe requests proposals for the following Scope of Work required for provision of elementary and high school aged culturally focused treatment groups for tribal youth in Happy Camp and Orleans.

Task One - Group Design and Curriculum Development

Coordination with Human Services clinical and administrative staff regarding selection of group design and curriculum development.

Task Two - Provision of 12 week, gender specific groups for elementary and high school aged youth.

Contractor is responsible for scheduling, preparation and facilitation of gender specific culturally focused groups for tribal youth. Location of group will be in Happy Camp.

Task Three – Develop and complete an evaluation of the program.

Contractor will coordinate with Human services clinical staff to identify evaluation focus, criteria for evaluation and data collection.

Responses to this Request for Proposals should include the following:

- 1) Contractor will provide documentation of demonstrated experience in coordinating and facilitation of groups with youth.
- 2) A proposed approach and curriculum selection.
- 3) A description of proposed cultural activities to be included in group.
- 4) Submit to a Department of Justice background check.
- 5) A lump sum price, with attached price page.
- 6) Names and telephone numbers of three client references.

Responses must be hand, mail, or email delivered by Monday, November 4th, 2019 no later than 5:00 pm (Pacific Standard Time) to:

Emma 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 19-RFP-023

Proposal Submitted by:

Name: _____ **Phone Number:** _____

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

Amount requested to be compensated for each Task:

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

List previous experience providing services below:

List up to three references with phone numbers below:

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

Other Comments:

Price Page for 19-RFP-023

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).

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.