

KARUK TRIBE HOUSING AUTHORITY

P.O. Box 1159 • 635 Jacobs Way
Happy Camp, CA 96039
Ph: (530) 493-1414 • Fax: (530) 493-1415



1836 Apsuun Street
Yreka, CA 96097
Ph: (530) 842-1644 • Fax: (530) 842-1646

NOTICE TO BIDDERS

Bids Open:	December 22, 2016
Date:	December 22, 2016
General Description:	
All necessary materials, labor, equipment, plans, permits, and fees necessary to construct one foundation and relocate an existing doublewide manufactured home to the new foundation at 10442 Desavado Road, Montague, Siskiyou County, California.	
Contact Information:	
Karuk Tribe Housing Authority 635 Jacobs Way, PO Box 1159, Happy Camp, CA 96039 Sara Spence, (530) 493-1414, Extension 3110, sspence@karuk.us	
Project Manager:	Doug Goodwin (530) 493-1414, Extension 3112 (530) 598-3911 dgoodwin2@karuk.us
Project Name:	Desavado Home Relocation
MANDATORY Site Visit:	By appointment, Contact Doug Goodwin to schedule. Must provide at least two (2) business days' notice prior to desired site visit date.
Bid Submission Criteria:	Hand Submission: 635 Jacobs Way, Happy Camp, CA Mail Delivery: PO Box 1159, Happy Camp, CA 96039 Email: sspence@karuk.us NO FAXES
Bids Due:	Friday, January 6, 2017 by 5pm

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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 \$150,000 or less)

Due Date: Friday, January 6, 2017 by 5pm

Mandatory Site Visit: By Appointment, Contact to Schedule

More Information: Doug Goodwin, (530) 598-3911, dgoodwin2@karuk.us

1. The Karuk Tribe Housing Authority (KTHA) requests lump sum fixed-price quotations for all necessary materials, labor, equipment, plans, permits, and fees necessary to construct one foundation and relocate an existing doublewide manufactured home to the new foundation at 10442 Desavado Road, Montague, Siskiyou County, California as described further in the Scope of Work.
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 \$150,000.
3. Quotations are invited from non-Indian as well as Indian-owned economic enterprises or organizations.
4. Quotations may be submitted by email, mail, or hand delivery. All quotations must be submitted to KTHA in writing and can be emailed to sspence@karuk.us, mailed or hand delivered to PO Box 1159, 635 Jacobs Way, Happy Camp, CA 96039 by **Friday, January 6, 2017 by 5pm**. NO FAXES will be accepted.
5. The Scope of Work is as set forth on Appendix A attached to this Solicitation. Anyone submitting a quotation for this work must visit the job site(s) to ascertain the nature and location of work and to satisfy itself as to the general and local conditions which can affect the work prior to bidding **by contacting Doug Goodwin at least two business days prior to desired visit date.**
6. **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. **All bids must be accompanied by a TERO Compliance Plan as included in Appendix D.**
7. **Award.** The contract will only be awarded to a responsive, 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.
8. 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.

9. 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.
10. All quotations must commit to remaining open for at least 45 days.
11. The selected contractor will be responsible for paying all Tribal license fees and taxes, as well as permits that may be required, if any.
12. 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 ext. 2030.
13. 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.
14. If there are any questions, please contact **Doug Goodwin, Project Manager (530) 598-3911, dgoodwin2@karuk.us** KTHA will let you know the decision of the award.

APPENDIX A
To Request for Lump Sum Fixed-Price Quotation

SCOPE OF WORK

Successful bid shall include all necessary materials, labor, equipment, plans, permits, and fees necessary to construct one foundation and relocate an existing doublewide manufactured home to the new foundation at 10442 Desavado Road, Montague, Siskiyou County, California as described further:

1. This work will take place on fee land, subject to Siskiyou County permitting requirements. Successful contractor will be responsible for obtaining engineered designs for foundation, to be provided to KTHA prior to pulling permits for the project. This shall include identifying a suitable location, with a soils report required for the new foundation on the same parcel (APN: 104-440-150).
2. Bid shall include an engineered permanent concrete foundation including poured concrete footings and split face CMU block skirting with two crawl space access doors. Block skirting shall be a minimum of three courses. Designs shall provide for an appropriate crawl space vapor barrier and venting.
3. Bid shall include removing existing decks, stairs or ramps from the home and re-attaching them at new home location. Any decks, stairs or ramps that must be rebuilt will require an engineered design, to be provided by the successful contractor, to be approved by the Owner prior to submitting to the building department. ALL deck/stair/ramp posts shall be securely mounted to a concrete pier using a standoff style post base. Successful bid shall include an appropriate transparent sealant/finish to be applied to any new wood deck surfaces.
4. Bid shall include all costs to transfer the existing home from the current foundation to the new foundation, including locating all existing utilities and all labor, materials, permits, and fees necessary to route and make final connections to these utilities at the new home site. Utility services provided shall remain unchanged from what exists currently.
5. Bid shall include providing a 3' x 6' x 3½" concrete pad at the new home site to facilitate relocation of the existing propane tank and connection to the home at the new site.
6. Bid shall include repairing, patching and painting of marriage lines and or any other damage caused by prior settling or moving of home. All work is to match existing finishes in texture and color.
7. Bid shall include ensuring that all windows and doors, both interior and exterior are fully operational and weather tight.
8. Bid shall include repairing and replacing any damaged roofing materials as needed. If roofing is found to be damaged or beyond repair new roofing materials are to be used that closely match existing materials in color and type.
9. Bid shall include repairing or replacing exterior trims removed or damaged during moving of home, any exterior work done should be primed and painted to match existing colors. All efforts shall be made to preserve existing materials on the home.
10. Successful bidder shall document damage or defects, including appliances, unrelated to the foundation failure, prior to the moving of home and shall have homeowner sign off on such documentation, indicating that repairs to those items, will be the responsibility of the homeowner, not the contractor or KTHA. This includes all normal wear and tear to flooring and paint, any holes in walls, etc.
11. Following relocation of the home, the existing foundation shall be demolished and removed, existing utilities shall be capped off below grade, old footings shall be backfilled and the prior home site shall be graded.

12. Fencing or landscape features that are removed or damaged during the course of the project shall be replaced by the contractor at no additional cost to the homeowner.
13. Work shall be in accordance with all local building codes.
14. Questions may be directed to Doug Goodwin, Project Manager at (530) 598-3911.
15. **A pre-bid site visit is required by contacting Doug Goodwin at least two business days prior to desired visit date.**
16. Proposals **must be received no later than 5pm on Friday, January 6, 2017** at the Happy Camp KTHA Office located at 635 Jacobs Way, Happy Camp, CA 96039. Proposals may be submitted electronically to sspence@karuk.us Faxes will NOT be accepted.
17. All bids must include a TERO fee of 2%, and Tribal wage rates (as attached) and Indian preference will apply.

Photo of Home:



APPENDIX A
To Request for Lump Sum Fixed-Price Quotation

TRIBAL WAGE RATES

KARUK TRIBAL WAGE RATES	
Updated April 2011	
Position:	Rate:
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 SYS	18.00
HEAVY EQUIP OPERAT	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:	\$
TZERO FEE (2% OF SUBTOTAL):	\$
TOTAL QUOTATION AMOUNT:	\$

Respectfully Submitted by,

Signature: _____

Name/Title: _____

Firm: _____

Address: _____

License Number: _____

Phone Number: _____

APPENDIX D
To Request for Lump Sum Fixed-Price Quotation

**TRIBAL EMPLOYMENT RIGHTS OFFICE
COMPLIANCE PLAN FOR BIDDERS**

Bidder/Employer Name: _____

Mailing Address: _____

City, State and Zip Code: _____

Contact Person: _____ Phone Number: _____

E-mail: _____

Bid Amount: \$ _____ TERO Fee (2%): \$ _____

THIS IS AN AGREEMENT BETWEEN THE KARUK TRIBE'S TRIBAL EMPLOYMENT RIGHTS OFFICE (TERO) AND _____, HEREINAFTER KNOWN AS "EMPLOYER" CONDUCTING COMMERCE AND EMPLOYMENT ACTIVITY WITHIN THE ANCESTRAL TERRITORY OF THE KARUK TRIBE.

- Employer shall provide the completed compliance plan with the submission of bid.
- Upon notification of the award, Employer shall contact the TERO Office within ten (10) days prior to any work to be performed.
- Employer shall contact the TERO Office and Contract/Project Manager immediately, in writing, advising of any contract or sub-contractor changes to obtain approval prior to working on the job site.
- Employer understands and agrees to comply with the requirements and procedures in the selection of contractors, sub-contractors, employees and recruitment of viable Indian applicants in accordance with the Karuk Tribe's Employment Rights Ordinance and the Karuk Tribe's Workforce Protection Act (WPA).

By signing below the Employer certifies the position information is true and correct and there have been no omissions in the completion of the labor force projections. Falsification of the information provided will result in sanctions, penalties, fines and/or debarment with the Karuk Tribe.

Employer Signature

Date

List Non-Native Contractor/Sub-contractors to be hired for this Project:

Contractor/Sub-contractor Contact Person, Phone # and E-mail:	Work to be Performed:

Open Positions: Employer agrees to hire 100% of all its open positions/Sub-contractors for this project through the TERO Skills Bank. If Employer is unable to hire 100% then company representatives will need to meet with the TERO Director. Failure to comply with this hiring requirement will result in sanctions and/or penalties.

Job Title/Sub-contractor Needed:	Skills Required:

Number of positions to be filled for this project: _____
 Contact person/info for job referrals: _____
 Date TERO referrals needed: _____ Job start date: _____

For Internal Use Only:

Contract Number #: _____ Project Manager: _____

TERO Office Approval _____ Date: _____

Comments: