
Requests for Proposals
24-RFP-061

For More Information: Robert Perez, (530) 493-1600 ext. 2055 or rperez@karuk.us

Proposal Deadline: Friday, September 27th, 2024, by 4:00 p.m. PST

Site Visit: Recommended but **NOT** Mandatory, Contact Robert Perez to Schedule

The Karuk Tribe is seeking Architectural, Engineering, and Design services and construction cost estimates for the renovation of an old dental and medical clinic to be converted into an Administration Complex. The design will consist of developing an entryway enclosure that will become the receptionist's office/waiting area. Additionally, the old dental clinic will be renovated into new office spaces and the clinic will be returned to an office meeting space and offices. The Administration Complex is located at 64236 Second Avenue in Happy Camp, Siskiyou County, California.

Task One

Perform walk-through of existing facilities, and participate in design meetings.

Task Two

Develop construction cost estimates for the total renovation of the proposed project.

Task Three

Develop design and engineering plans and any other documents necessary for the renovation of the complex. This project will be located on Karuk Tribal Trust land, so there will be no permitting process. The Karuk Tribe is held to the **International Code Council**.

Responses to this Request for Proposals must include the following:

- (1) A statement of qualifications, including number of years working for or performing consultant services for Tribal governments with a description of services provided.
- (2) A proposed approach and rationale for completion of the Scope of Work, including descriptions of similar work previously completed and the results/ benefits achieved.
- (3) Timeline for completion of work.
- (4) Itemized bid price for labor and expenses.
- (5) Names and telephone numbers of three clients' references.

Responses must be hand, mail, or email delivered by Friday, September 27th, 2024 by 4:00 p.m. (PST) to:

Emma Lee Perez
Karuk Tribe Administration Office
64236 Second Avenue,
PO Box 1016
Happy Camp, CA 96039
Faxes will not be accepted
Emails will be accepted at: rfpresponse@karuk.us

Indian Preference will apply in the selection process in accordance with the Tribal Employment Rights Ordinance (TERO) and/or Indian Preference Act of 1934 (Title 25, USC, Section 47), 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.

