

Karuk Community Health Clinic
64236 Second Avenue
Post Office Box 316
Happy Camp, CA 96039
Phone: (530) 493-5257
Fax: (530) 493-5270



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

25-RFP-036

For More Information: Jasmine Harvey, MMIP Outreach and Advocacy Coordinator, 530 627 3676,
jharvey1@karuk.us

Proposal Deadline: Open Until Filled

The Karuk Tribe requests proposals for the following Scope of Work required for provision of Self Defense and Fitness instruction for community members in Orleans, Happy Camp and Yreka.

Task One - Group Design and Curriculum

Contractor will coordinate with the Missing and Murdered Indigenous People's (MMIP) program to schedule weekly visits to Orleans, Happy Camp and Yreka. Contractor will coordinate with MMIP to plan group sizes, and assess needs of group, including equipment needs.

Task Two – Provision of 12 weeks of Self Defense/Fitness classes

Contractor is responsible for scheduling, preparation, and facilitation of 12 weeks of Self Defense Courses, in person. Classes will be conducted one day a week in Happy Camp and one day a week in Orleans and one day a week in Yreka, for one hour each.

Any safety gear required beyond mats (which will be provided by the Karuk Tribe) must be supplied by contractor.

Contractor must have Martial Arts and Self Defense Instructors Liability Insurance for and be liable for coverage of the following:

COVERAGE	
Each Occurrence Limit	\$1,000,000
General Aggregate (Other than Products-Completed Operations)	\$5,000,000
Products/Completed Operations Aggregate	\$1,000,000
Personal & Advertising Injury	\$1,000,000
Damage to Premises Rented to You (Fire Legal Liability)	\$1,000,000
Medical Expense (other than participants)	\$5,000
Legal Liability to Participants	\$1,000,000
Professional Liability	\$1,000,000

Responses to this Request for Proposals should include the following:

- 1) Contractor will provide documentation of demonstrated experience in coordinating and facilitating groups.
- 2) Submit to a background check.
- 3) A lump sum price, with attached price page.
- 4) Names and telephone numbers of three references.

Responses must be hand, mail, or email delivered – Open Until Filled to:

Emma Lee 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: rfpresponse@karuk.us

Price Page for 25-RFP-036 Proposal Submitted by:

Name: _____ **Phone Number:** _____

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

Amount requested to be compensated for each Task:

- Task: ____
- Task: ____
- Task: ____

List previous experience facilitating similar groups below:

List up to three references with phone numbers below:

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

Other Comments:

Price Page for 25-RFP-036:

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 facilitating similar groups 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.