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**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

**Administrative Office**

Phone: (530) 493-1600 • Fax: (530) 493-5322  
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

**Karuk Dental Clinic**

64236 Second Avenue  
Post Office Box 1016  
Happy Camp, CA 96039  
Phone: (530) 493-2201  
Fax: (530) 493-5364

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**Request for Proposals**  
**20-RFP-030**

**For More Information:** Ryan Hammer (530)598-8249 - [rhammer@karuk.us](mailto:rhammer@karuk.us)

**Site Visit Recommended:** Contact Ryan Hammer to schedule appointment

**Proposal Deadline:** Friday, July 10<sup>th</sup>, 2020 no later than 5:00p.m. (PST)

The Karuk Tribe (KT) requests proposals on the following Scope of Work (SOW) required for the installation of a new Receptionist window constructed from Level 1(one) Bullet Resistant Glass (BRG) (opening approx. 30" W X 37" H) and a magnetic or comparable door lock with remote button release for the interior lobby door (3.0'x80"). This SOW is restricted to the Reception area of Department of Natural Resources offices at 39051 Hwy 96 Orleans, Ca. SOW includes demo, prep and installation of a new BRG reception window as well as the magnetic or comparable locking device on the existing interior lobby door that is operated by a remote opening button installed within seated reach of the Receptionists primary work area. The work will include: modifying (if necessary) the opening for new Level 1 BRG. The installed BRG window shall include a bottom pass through slot, large enough to fit standard clipboards and associated paperwork. The window will accommodate face to face conversation, while blocking direct transmission of respiratory droplets when speaking or sneezing. The size of the current window opening is to stay close to its current size (contact us for current window opening sizes and pictures if you cannot make the site visit).

**Task One – Demolition**

Demo materials from the project will be removed and properly disposed of, at the Contractor's sole expense, to accommodate new BRG window and interior lobby door locking device. Great care should be exercised to protect equipment and areas that are not subject to change. Demo materials that are awaiting disposal should be protected by the Contractor to prevent injury to personnel and local traffic. All access and personnel travel ways should remain free from jobsite debris that could restrict movement or cause injury. All access to DNR building will follow current Covid-19 safety protocols at all times.

**Task Two – Installation**

1. Install the new Level 1 BRG windows w/pass-through slot and electronic door lock system. Window final cutout design must be approved by Owner
2. BRG is to be properly secured to window frame with Owner approved finish trim.
3. Install magnetic or comparable locking device on interior lobby door.
4. Remote opening button should be located and installed for ease of use by the Receptionist from a seated position.
5. Route any associated wiring per State and Local code.
6. Any changes or other deviation from the SOW due to unforeseen obstacles or incongruities shall be brought to the Owners attention as soon as possible.
7. Any materials pertaining to this Project will be properly marked/labeled and safeguarded throughout the entire duration of this project.

8. Interior painting, if required, will be completed during this project. The brand, finish and color will be matched to existing. Samples shall be provided by Contractor.

### **Task Three – Clean up**

After final installation all construction debris and leftover project materials will be disposed of by the Contractor and the entire area cleaned of anything that was caused as a direct result of the construction. Any damage as a result of this project will also be repaired by this time.

### **Responses to this Request for Proposals should include the following:**

- 1) A statement of qualifications, including relevant project history.
- 2) A proposed approach and rationale for completion of the contract tasks described above, including descriptions of similar work previously completed and the results/benefits achieved.
- 3) A lump sum price, with attached price break-down page.
- 4) Names and telephone numbers of three client references.

**Responses must be hand, mail, or email delivered by July 10<sup>th</sup>, 2020 no later than 5:00 (Pacific Standard Time) 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: emmaleeperez@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.**

**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).**

**Price Page for 20-RFP-030:**

**Proposal Submitted by:**

Name \_\_\_\_\_ Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax Number: \_\_\_\_\_

**Amount requested to be compensated for each task:**

- Task: \_\_\_\_\_
- Task: \_\_\_\_\_
- Task: \_\_\_\_\_

**List previous experience:**

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**List up to three references with phone numbers below:**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_

**Other Comments:**

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