

**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 21-RFP-001**

**For More Information:** April Attebury, Director, 530 841-3143 ext. 6505, [aattebury@karuk.us](mailto:aattebury@karuk.us)

**Proposal Deadline:** November 2, 2020 no later than 5:00 PM (Pacific Standard Time)

The Karuk Tribe requests proposals for the following Scope of Work required for provision of culturally focused Fatherhood is Sacred®/Motherhood is Sacred® parenting groups for community members in Yreka.

#### **Task One - Group Design and Curriculum**

Contractor will coordinate with the Judicial Department's administrative staff regarding selection of group design. The curriculum shall be the approved curriculum developed by the Native American Fatherhood and Families Association (NAFFA).

#### **Task Two – Provision of 12 weeks of Fatherhood is Sacred/Motherhood is Sacred groups**

Contractor is responsible for scheduling, preparation, and facilitation of culturally focused Fatherhood is Sacred®/Motherhood is Sacred® parenting groups for community members. Location of groups will be in Yreka and must comply with the Karuk Tribe's COVID-19 protocols.

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

Contractor will coordinate with the Judicial Department's administrative staff to identify evaluation focus, criteria for evaluation, and data collection. Contractor will coordinate with Judicial Department staff to collect data necessary to meet grant requirements.

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

- 1) Contractor will provide documentation of demonstrated experience in coordinating and facilitation of groups.
- 2) Verification of certification to facilitate Fatherhood is Sacred®/Motherhood is Sacred® provided by NAFFA.
- 3) Submit to a background check.
- 4) A lump sum price, with attached price page.
- 5) Names and telephone numbers of three references.

#### **Responses must be hand, mail, or email delivered by November 2, 2020 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](mailto:emmaleeperez@karuk.us)

**Price Page for 21-RFP-001 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:**

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

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

**Other Comments:**

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**Price Page for 21-RFP-001:**

**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:**

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

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

**Other Comments:**

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**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.**