
Karuk Community Health Clinic

64236 Second Avenue
Post Office Box 316
Happy Camp, CA 96039
Phone: (530) 493-5257
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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
16-RFP-017

For More Information: Eric Cutright, IT Director 530-493-1604 ecutright@karuk.us
For More Information: Joshua Stanshaw, Project Manager 530-643-9735 jstanshaw@karuk.us
Proposal Deadline: Monday, March 29, 2016 no later than 5 PM (Pacific Daylight Time)
A mandatory pre-proposal meeting will be held March 22, 2016 at 11 AM on the job site at:
1515 S. Oregon St. in Yreka.

The Karuk Tribe requests proposals to install low voltage wiring to support data services in the central wing of Shasta Pacific Building. The office building will be occupied by the Karuk Child and Family Services Clinic starting Monday, May 2, 2016.

The office is located at:

1515 S. Oregon St.
Yreka, CA 96097

Task One – Install Rack in Data Services Room

In the data services room, a new wall-mount rack needs to be installed with enough space to hold patch panels for the 26 cable runs, with at least 6U of additional space available for a switches, a router and a UPS. Because each cable run is 4 wires, a total of 104 RJ-45 ports are needed in the patch panels. Additional rack space for cable management is preferred, if space allows. The Tribe will provide the switches, router and UPS, but the contractor will need to provide all other materials. On the attached building drawing, the rack installation location is designated by a “P” inside a box.

Task Two – Install Wall-Mount Data Boxes

Install wall-mount boxes at each of the 26 locations indicated on the attached building drawing. These locations will be identified at the mandatory pre-proposal meeting, and can be marked for clarity if necessary.

Task Three – Run Cat6 Cable

Run 4 lines of Category 6 cable from each of the 26 boxes installed in task two to the main data services room rack. The cables need to be terminated with RJ-45 jacks in the boxes, and into RJ-45 patch panels in the data services room rack. All visible cable needs to be hidden by surface mount conduit. Attic space is available in which to run the cable.

Task Four – Test Installed Cable

All Cable installed in task three needs to be tested and shown to run at gigabit speeds.

A pre-proposal meeting will be held on March 22, 2016 at 11 AM on the job site at 1515 S. Oregon St. in Yreka. **Attendance at this meeting is mandatory in order to submit a proposal.**

The following timetable outlines the anticipated schedule for the RFP:

Event	Anticipated Dates
RFP issued	March 11, 2016
Mandatory pre-proposal meeting	March 22, 2016
RFP due date	March 28, 2016
Selection of firm	March 31, 2016
Contract finalized	April 7, 2016
Selected firm begins work (procurement)	April 11, 2016
Primary work complete	April 22, 2016
testing and inspection complete	April 29, 2016
Child and Family Services move-in date	May 2, 2016

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 page.
- 4) A time-line of work that includes estimates for procurement of materials, start date, end date and testing of the installed cable. This timeline needs to show that the work can be completed by the requested move-in date of May 2, 2016, if the contract is awarded according to the schedule above.
- 5) Names and telephone numbers of three client references.
- 6) Please fill out and attach a TERO Compliance Plan to your proposal. The TERO Compliance Plan may be downloaded here:
http://www.karuk.us/images/docs/tero/TERO_Comppliance_Plan_for_Bidders_-_10222013.pdf

Responses must be hand, mail, or email delivered by Monday, March 28, 2016 no later than 5 PM (Pacific Daylight Time) to:

Emma Lee Perez, Contract Compliance Specialist
Karuk Tribe – Administration Office
64236 Second Avenue
P.O. Box 1016
Happy Camp, CA 96039
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.

Price Page for 16-RFP-017

Proposal Submitted by:

Name: _____ **Phone Number:** _____

E-mail: _____

Amount requested to be compensated for each:

All materials for the project: _____

All labor for the project: _____

Travel expenses for the project: _____

Total proposal cost: _____

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.

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.

