

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

22-RFP-018

For More Information: Jasmine Harvey, Victim Services Specialist, 530 627 3676, jharvey1@kaurk.us
Proposal Deadline: Wednesday, June 22, 2022 no later than 5:00 PM (Pacific Standard Time)

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 and Happy Camp.

I. Scope of Work

Task One - Group Design and Curriculum

Contractor will coordinate with the Victim's Services program to schedule weekly visits to Orleans and Happy Camp. Contractor will coordinate with Victim's Services to plan group sizes, and assess needs of group, including COVID-19 provisions and equipment needs. This will include development of remote curriculum during times in which Covid-19 spread limits any in person contact.

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 with exception to circumstances where Covid-19 spread makes in person classes unsafe, in which case, contractor will provide remote classes will be conducted either via pre-recorded video or live zoom.

Classes will be conducted one day a week in Happy Camp and one day a week in Orleans 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 facilitation of 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 by Wednesday, June 22, 2022 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

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).

Price Page for 22-RFP-018

Proposal Submitted by:

Name: _____ **Phone Number:** _____

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

Amount requested to be compensated for each Task:

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

(Lump sum amount requested to be compensated for, hourly rates, travel related expense rates)

List previous experience facilitating similar groups below:

List up to three references with phone numbers below:

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

Other Comments:
