

# KARUK TRIBE HOUSING AUTHORITY

P.O. Box 1159 • 635 Jacobs Way  
Happy Camp, CA 96039  
Ph: (530) 493-1414 • Fax: (530) 493-1415



1836 Apsuun Street  
Yreka, CA 96097  
Ph: (530) 842-1644 • Fax: (530) 842-1646

## KARUK TRIBE HOUSING AUTHORITY REQUEST FOR LUMP SUM FIXED QUOTATION

### SOLICITATION FOR LUMP SUM FIXED-PRICE QUOTATIONS BASED ON PRICE ONLY (\$250,000 or less per Activity)

**Due Date:** Friday, March 15, 2024, by 5:00pm

**More Information:** Randy White, (530) 643-1415, [rwhite@karuk.us](mailto:rwhite@karuk.us)

1. The Karuk Tribe Housing Authority (KTHA) requests lump sum fixed-price quotations for all necessary materials, labor, and equipment needed for hazardous fuels reduction activities required for the treatment of 25 acres and defensible space treatments around 33 units on KTHA property in Happy Camp, CA. We are seeking proposals for qualified firms or contractors who will implement conservation treatment standards that will reduce hazardous fuels.
2. KTHA is requesting these quotations under its small purchase procedures. This is a less formal, simplified process which does not require sealed bids and will help us to expedite our selection. We will not accept quotations that are more than \$250,000 per Activity.
3. Quotations are invited from non-Indian as well as Indian-owned economic enterprises or organizations.
4. Quotations may be submitted by fax, email, mail, or hand delivery. All quotations must be submitted to KTHA in writing and can be emailed to [fwolfenden@karuk.us](mailto:fwolfenden@karuk.us), mailed or hand delivered to PO Box 1159, 635 Jacobs Way, Happy Camp, CA 96039 by Friday, March 15, 2024 by 5:00pm.
5. The Scope of Work is as set forth on Appendix A attached to this Solicitation. Anyone submitting a quotation for this work must visit the job site(s) to ascertain the nature and location of work and to satisfy itself as to the general and local conditions which can affect the work by attending a mandatory site visit Thursday, February 29, 2024 at 2pm located at the KTHA Office 635 Jacobs Way, Happy Camp CA 96039.
6. **Indian Preference.** Any firm seeking Indian preference in this award must provide evidence that it is not less than 51% Indian owned and controlled. If claiming this preference, please contact us immediately so that we can fax you a pre-qualification statement that you must fill out and return within two days of your receipt. KTHA will then review the statement and determine eligibility for preference.
7. **Award.** The contract will only be awarded to a responsive, responsible individual or firm. The contract will be awarded to a qualified Indian enterprise submitting the lowest responsive quotation if such quotation is within budgeting limits established for this solicitation and is within the limits identified in the KTHA Procurement Policy regarding Indian preference in contracting. If no responsive quotation by a qualified Indian enterprise is within the above-stated limits, then award will be made to the individual or firm with the lowest responsive quotation.
8. All quotations must contain a commitment to provide Indian preference in 1) subcontracting, 2) training, and 3) employment, and must contain a statement describing the methods that will be used to provide such preferences. This statement is part of the submitted quotation. This statement will be evaluated as part of the submitted quotation, and any quotation failing to contain such preference statement or failing to adequately address such preference requirements shall be deemed non-

responsive. If you believe it is infeasible to provide Indian preference in subcontracting, training, or employment, you must include in your quotation a certification as to the reasons why.

9. The form of Contract which contains the terms and provisions of the contract agreement between KTHA and the individual or firm selected for this work is available for review upon request. By submitting a quotation, you hereby agree that if selected, you shall deliver to the Authority, within the time later designated by the Authority, a properly executed Contract and to be bound by all terms and conditions set forth therein, including but not limited to assurance of performance, completion dates, prevailing wage rates, warranties, other federal requirements, and other terms and provisions as set forth therein.
10. All quotations must commit to remaining open for at least 45 days.
11. The selected contractor will be responsible for paying all Tribal license fees and taxes, as well as permits that may be required, if any.
12. The successful individual or firm on this solicitation must comply with the Tribe's TERO Ordinance, including any licensing requirements. This includes, but is not limited to, paying a 2% TERO fee on the work to be performed. Tribal minimum wage rates shall apply. For a copy of the TERO Ordinance and more information, the Karuk Tribe TERO Director, should be contacted at (530) 493-1600 ext. 2030.
13. All bidders acknowledge that Karuk Tribal Sales Tax is 6% and will be paid for all materials purchased in conjunction with this contract. Contractor shall apply for and receive a California Seller's Permit (AKA: California State Board of Equalization Resale Number) prior to the commencement of work under this contract. The requirement for the Seller's Permit is to allow the Contractor to obtain materials and fixtures from the supplier without paying tax. The Contractor may then resell the materials and fixtures to the Owner on Karuk Tribal Lands before installation. Nothing herein shall allow the Contractor to charge more than the actual price/value of the materials and fixtures provided. Title to the materials and fixtures transfers to the Owner (Karuk Tribe Housing Authority) on the Karuk Tribal Lands and prior to the installation of the materials by Contractor.
14. This solicitation does not commit KTHA to award a contract or to pay any costs incurred in the preparation of quotation or the procurements of supplies. KTHA reserves the right to reject any and all quotations or to re-solicit when it is deemed by KTHA to be in its best interest to do so.
15. If there are any questions, please contact **Randy White, Security and Emergency Services Officer III/Emergency Services Manager, (530) 643-1415, [rwhite@karuk.us](mailto:rwhite@karuk.us)**. KTHA will let you know the decision of the award.

**APPENDIX A**  
**To Request for Lump Sum Fixed-Price Quotation**  
**SCOPE OF WORK**

Successful bid shall include all necessary materials, labor, and equipment needed for hazardous fuels reduction activities required for the treatment of 33 units on KTHA property in Happy Camp, CA. We are seeking proposals for qualified firms or contractors who will implement conservation treatment standards that will reduce hazardous fuels.

Bidders must attend the **mandatory site visit on Thursday, February 29, 2024, at 2pm located at 635 Jacobs Way, Happy Camp, CA 96039.**

All bids must include a TERO fee of 2% on the total bid amount, and 6% Tribal Sales Tax on the total of all materials. Tribal wage rates (as attached) and Indian preference will apply.

**BIDDER CAN SUBMIT FOR ONE OR BOTH ACTIVITIES.  
EACH ACTIVITY MUST HAVE ITS OWN APPENDIX C AND D.**

**Activity One: Fuels Reduction**

1. Thin/Brush
  - a. Cut all hardwoods brush and conifers less than 6" Diameter at Breast Height (DBH) while leaving healthy residual stems in approximate 50' x 50' spacing from stem to stem. This will create a resilient and healthy landscape. It will open up the landscape for wildlife habitat like ungulates foraging. This will create more water yield for the rivers and streams for fauna, flora, and fisheries species. This will reduce the risk of wildfire destruction and devastation by creating a defensible space everywhere.
2. Prune
  - a. Prune/limb residual conifers and hardwoods to approximately 6' height. This will reduce the ladder fuels that carry fire from the ground to the canopy.
3. Disposal
  - a. Vegetation pruned, trimmed, slashed, and felled will be chipped in place or removed to a landfill.

**The following project implementation specifications shall apply to all items above and across all units.**

1. Hardwoods, brush and conifer stump heights should be no more than 3 inches from the ground as measured on the uphill side.
2. Stumps shall not be cut at an angle.
3. All live limbs shall be completely severed from the remaining bole of the tree.
4. Limbing will be performed in such a way that no damage to the tree will occur.
5. Slash shall not lean against or be suspended on uncut vegetation.
6. Leave dead and down logs greater than 6' in diameter on the larger end and buck to approximately 5' in length.
7. All debris generated in fuels reduction activities near a waterway will be removed and/or chipped not less than 25 feet from the center of the waterway or edge of the water if present.

### **Activity Two: Defensible Space Activities**

1. Replacing flammable vegetation with fire-resistant vegetation by selective removal of flammable species and/or planting and seeding of fire-resistant species.
2. Removal of down, dead, or dry vegetation.
3. Cutting and clearing of shrubs and brush.
4. Pruning trees generally up to 15 feet above ground.
5. Removing or trimming tree limbs overhanging roof and chimney.
6. Clearing all needles and leaves from roofs, eaves and rain gutters
7. Thinning shrub or trees so crowns do not intersect and there is space between individual trees and shrubs.
8. Conducting outreach to educate occupants on defensible space and solicit participation in project inspections by fire officials to confirm that defensible space treatments have been completed adequately.

### **Defensible Space Treatments will be performed in zones around the perimeter of the structure as follows:**

Zone 1: From the structure center outward to a distance of 30 feet

- Remove combustible litter on roofs and gutters and trim tree branches that overhang the roof and chimney.
- Eliminate all combustible materials within 30 feet of the structure.

Zone 2: From 30 feet outward to 100 feet from the structure

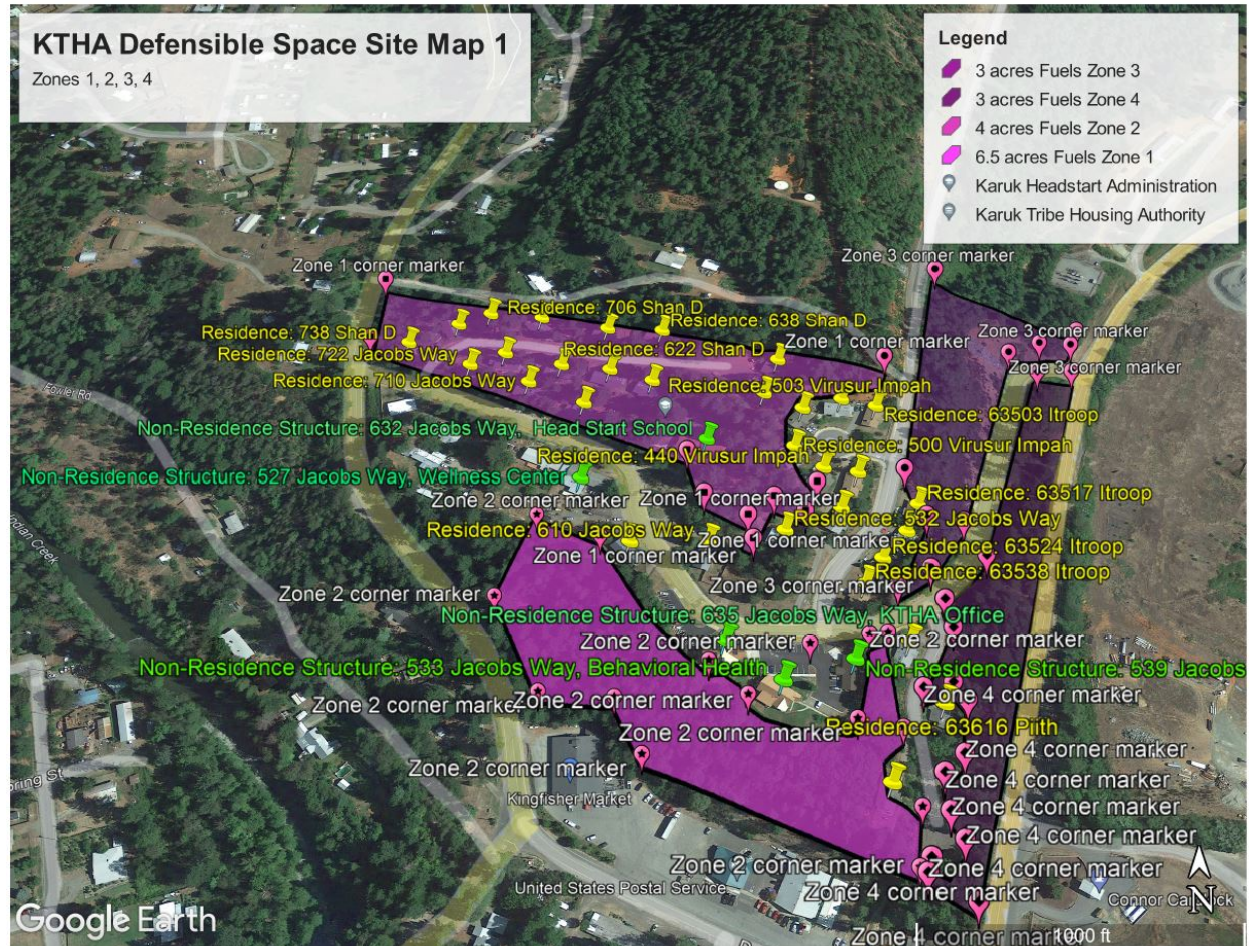
- Place open woodpiles at least 30 feet from the building and store the wood in a vegetation free zone such as a graveled or bare-dirt area.
- Prune and remove dead and dying branches from individuals and well-spaced clumps of trees and shrubs.

Zone 3: Area where Zone 2 intersects with Fuels Treatment Activities at 100 feet

- Reduce Fuels by thinning and pruning vegetation horizontally and vertically as prescribed by the Karuk Tribe Fire Management Officer (FMO).

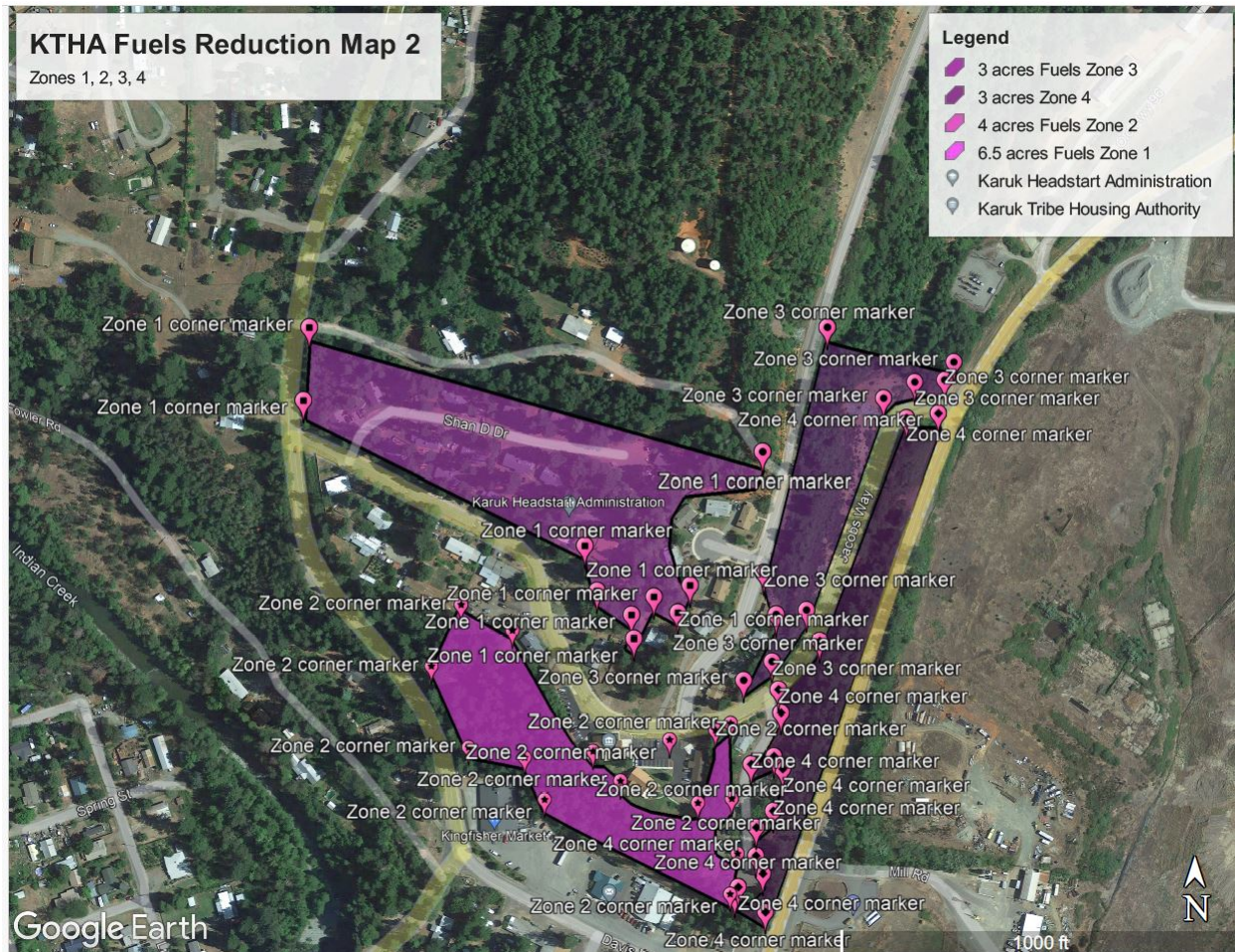


## MAP #1



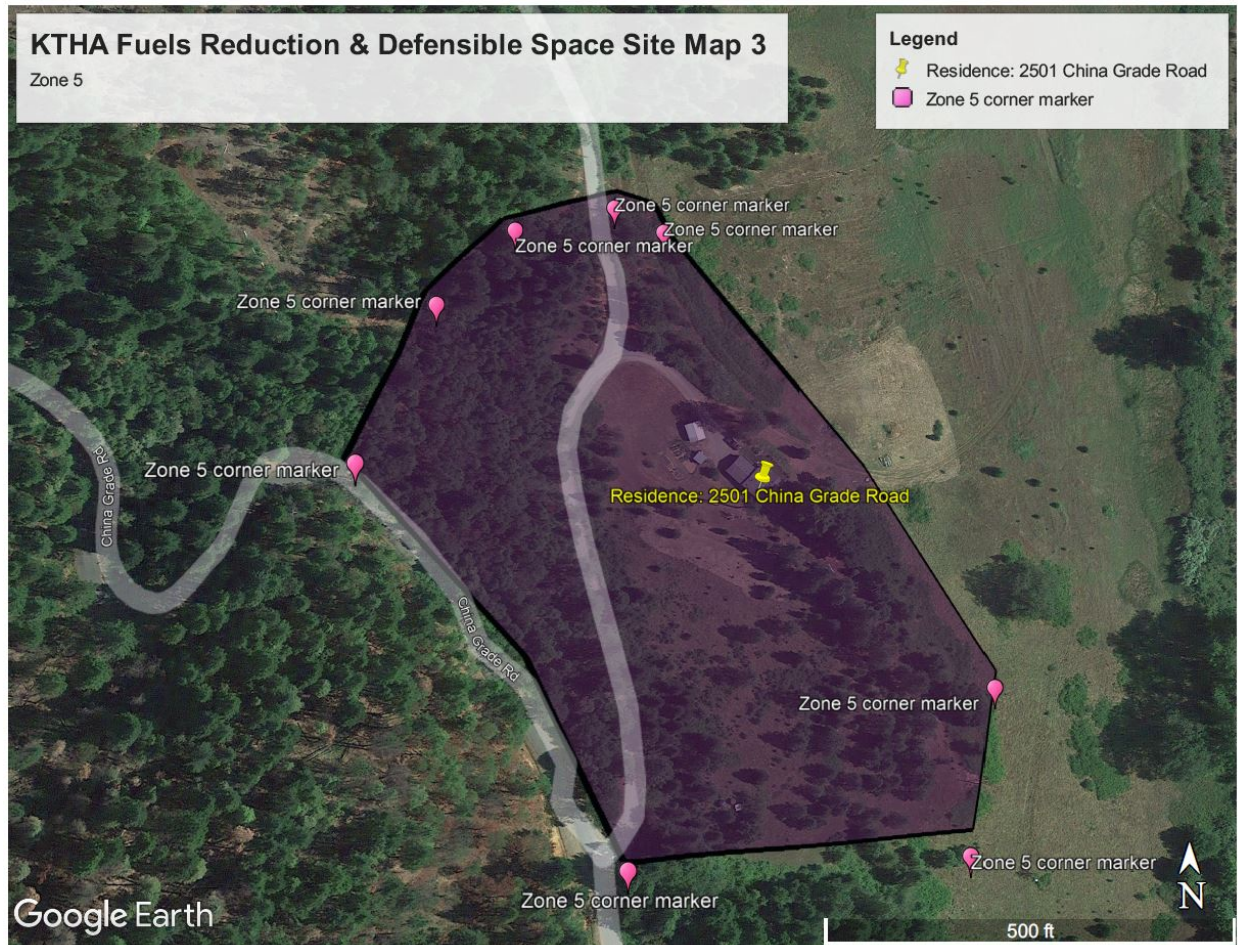


## MAP #2





### MAP #3



**APPENDIX A**  
**To Request for Lump Sum Fixed-Price Quotation**

**TRIBAL WAGE RATES**

<b>KARUK TRIBAL WAGE RATES</b>	
<b>Updated April 2011</b>	
<b>Position:</b>	<b>Rate:</b>
CARPENTER	17.00
CEMENT MASON	16.00
ELECTRICIAN	18.00
LABORER	12.00
PAINTER	13.00
PLUMBER	18.00
ROOFER	14.00
SHEET METAL WORKER	18.00
BRIDGE BUILDER	17.00
PILE DRIVER	23.00
MILLWRIGHT	18.00
LINE CONSTRUCTION	22.00
COMMUNICATION SYS	18.00
HEAVY EQUIP OPERAT	16.00
IRON WORKERS	17.00
PLASTERER	16.00
BRICK TENDER	16.00
LANDSCAPE/GARDEN	12.00
DRYWALL FINISHER	16.00
GLAZIER	14.00
SOFT FLOOR LAYER	15.00
TRUCK DRIVER	13.00
TILE SETTER	15.00
BRICK LAYER	17.00



**APPENDIX C**  
**To Request for Lump Sum Fixed-Price Quotation**

**LUMP SUM FIXED PRICE QUOTATION**

**ACTIVITY ONE: FUELS REDUCTION**

ITEM	PRICE
TRIBAL SALES TAX (6%) OF MATERIALS:	\$
SUBTOTAL:	\$
TERO FEE (2%) OF SUBTOTAL:	\$
TOTAL QUOTATION AMOUNT:	\$

## **APPENDIX C**

### **To Request for Lump Sum Fixed-Price Quotation**

## LUMP SUM FIXED PRICE QUOTATION

## ACTIVITY TWO: DEFENSIBLE SPACE ACTIVITIES

ITEM	PRICE
TRIBAL SALES TAX (6%) OF MATERIALS:	\$
SUBTOTAL:	\$
TERO FEE (2%) OF SUBTOTAL:	\$
TOTAL QUOTATION AMOUNT:	\$

**APPENDIX D**  
**To Request for Lump Sum Fixed-Price Quotation**

**TRIBAL EMPLOYMENT RIGHTS OFFICE  
COMPLIANCE PLAN**

**ACTIVITY ONE: FUELS REDUCTION**

Bidder/Employer Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Bid Amount: \$ \_\_\_\_\_ TERO Fee (2%): \$ \_\_\_\_\_

**THIS IS AN AGREEMENT BETWEEN THE KARUK TRIBE’S TRIBAL EMPLOYMENT RIGHTS OFFICE (TERO) AND \_\_\_\_\_, HEREINAFTER KNOWN AS “EMPLOYER” CONDUCTING COMMERCE AND EMPLOYMENT ACTIVITY WITHIN THE ANCESTRAL TERRITORY OF THE KARUK TRIBE.**

- Employer shall provide the completed compliance plan with the submission of bid.
- Upon notification of the award, Employer shall contact the TERO Office within ten (10) days prior to any work to be performed.
- Employer shall contact the TERO Office and Contract/Project Manager immediately, in writing, advising of any contract or sub-contractor changes to obtain approval prior to working on the job site.
- Employer understands and agrees to comply with the requirements and procedures in the selection of contractors, sub-contractors, employees and recruitment of viable Indian applicants in accordance with the Karuk Tribe’s Employment Rights Ordinance and the Karuk Tribe’s Workforce Protection Act (WPA).

By signing below the Employer certifies the position information is true and correct and there have been no omissions in the completion of the labor force projections. Falsification of the information provided will result in sanctions, penalties, fines and/or debarment with the Karuk Tribe.

\_\_\_\_\_  
Employer Signature \_\_\_\_\_  
Date



**PRE-AWARD LABOR FORCE PROJECTION**

**Core Crew:** Is defined as a member of a business, Contractor or Subcontractor's crew who is a regular employee and is in a supervisory or other key position such that the employer would face a serious financial loss if that position were filled by a person who had not previously worked for that employer.

**Laborer positions** will be filled by the TERO office unless sufficient justification can be made that they are not replaceable for the work that is to be done.

List Core Crew (Full Name):	Job Title/ Years w/Company/Justification:

**List Native American Contractors/Sub-contractors to be hired for this Project:**

Contractor/Sub-contractor Contact Person, Phone # and E-mail:	Work to be Performed:

**List Non-Native Contractor/Sub-contractors to be hired for this Project:**

Contractor/Sub-contractor Contact Person, Phone # and E-mail:	Work to be Performed:

**Open Positions:** Employer agrees to hire 100% of all its open positions/Sub-contractors for this project through the TERO Skills Bank. If Employer is unable to hire 100% then company representatives will need to meet with the TERO Director. Failure to comply with this hiring requirement will result in sanctions and/or penalties.

Job Title/Sub-contractor Needed:	Skills Required:

**Number of positions to be filled for this project:** \_\_\_\_\_

**For Internal Use Only:**

Contract Number #: \_\_\_\_\_ Project Manager: \_\_\_\_\_

TERO Office Approval: \_\_\_\_\_ Date: \_\_\_\_\_

**Comments:**

**APPENDIX D**  
**To Request for Lump Sum Fixed-Price Quotation**

**TRIBAL EMPLOYMENT RIGHTS OFFICE  
COMPLIANCE PLAN**

**ACTIVITY TWO: DEFENSIBLE SPACE ACTIVITIES**

Bidder/Employer Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Bid Amount: \$ \_\_\_\_\_ TERO Fee (2%): \$ \_\_\_\_\_

**THIS IS AN AGREEMENT BETWEEN THE KARUK TRIBE’S TRIBAL EMPLOYMENT RIGHTS OFFICE (TERO) AND \_\_\_\_\_, HEREINAFTER KNOWN AS “EMPLOYER” CONDUCTING COMMERCE AND EMPLOYMENT ACTIVITY WITHIN THE ANCESTRAL TERRITORY OF THE KARUK TRIBE.**

- Employer shall provide the completed compliance plan with the submission of bid.
- Upon notification of the award, Employer shall contact the TERO Office within ten (10) days prior to any work to be performed.
- Employer shall contact the TERO Office and Contract/Project Manager immediately, in writing, advising of any contract or sub-contractor changes to obtain approval prior to working on the job site.
- Employer understands and agrees to comply with the requirements and procedures in the selection of contractors, sub-contractors, employees and recruitment of viable Indian applicants in accordance with the Karuk Tribe’s Employment Rights Ordinance and the Karuk Tribe’s Workforce Protection Act (WPA).

By signing below the Employer certifies the position information is true and correct and there have been no omissions in the completion of the labor force projections. Falsification of the information provided will result in sanctions, penalties, fines and/or debarment with the Karuk Tribe.

\_\_\_\_\_  
Employer Signature \_\_\_\_\_  
Date



**PRE-AWARD LABOR FORCE PROJECTION**

**Core Crew:** Is defined as a member of a business, Contractor or Subcontractor's crew who is a regular employee and is in a supervisory or other key position such that the employer would face a serious financial loss if that position were filled by a person who had not previously worked for that employer.

**Laborer positions** will be filled by the TERO office unless sufficient justification can be made that they are not replaceable for the work that is to be done.

List Core Crew (Full Name):	Job Title/ Years w/Company/Justification:

**List Native American Contractors/Sub-contractors to be hired for this Project:**

Contractor/Sub-contractor Contact Person, Phone # and E-mail:	Work to be Performed:

**List Non-Native Contractor/Sub-contractors to be hired for this Project:**

Contractor/Sub-contractor Contact Person, Phone # and E-mail:	Work to be Performed:

**Open Positions:** Employer agrees to hire 100% of all its open positions/Sub-contractors for this project through the TERO Skills Bank. If Employer is unable to hire 100% then company representatives will need to meet with the TERO Director. Failure to comply with this hiring requirement will result in sanctions and/or penalties.

Job Title/Sub-contractor Needed:	Skills Required:

**Number of positions to be filled for this project:** \_\_\_\_\_

**For Internal Use Only:**

Contract Number #: \_\_\_\_\_ Project Manager: \_\_\_\_\_

TERO Office Approval: \_\_\_\_\_ Date: \_\_\_\_\_

**Comments:**