
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

Request for Proposals**26-RFP-027**

For More Information: Tina Goodwin (530) 493-1600 ex 2021
Proposal Deadline: Wednesday July 15, 2026, at 5:00 p.m. (PST)

The Karuk Tribe seeks food service proposals for the 26th Annual Karuk Tribal Reunion to be held Saturday, September 19, 2026, in Happy Camp CA at the Karuk Admin Complex located at 64236 Second Avenue in Happy Camp, CA 96039.

The Tribe's kitchen will be available to bidders for food preparation and cooking. The complex and multipurpose room will be available for food service and dining. A small area will be reserved for pastries, juice, and coffee on Saturday morning as guests arrive.

Food will need to be prepared at the Admin Complex. Respondents will be responsible for recruiting helpers for preparation, serving, and cleaning. Access to the gymnasium and kitchen is available for the event, including Friday.

Proposals shall include all time and tasks necessary for shopping, food preparation, service, and related services for the **meals and menus listed below** (menu items are subject to modification). Snack items are to be provided as a courtesy during the day there will also be food vendors selling items.

Service also includes providing all paper goods, utensils, condiments, and trash bags; removal of trash and spill clean-up...; assistance with setting up tables and chairs for serving; and overall clean-up of facilities. Tables and chairs will be available at the complex and the multipurpose room will be available.

Service should be planned for 600 guests at dinner.
Respondents must possess a current Food Handler's Certificate.

To reduce trash and impact to our environment, please avoid Styrofoam containers, provide iced water in pitchers (to reduce use of plastic bottles), and be mindful of recycling when possible

Event Schedule to follow for snacks and meals:**Saturday Snacks - 11:00 a.m. to 1:00 p.m.**

Fresh fruit trays.
Vegetable trays w/dip(s).
Cheese and Cracker Trays

Water, unsweetened iced tea, lemonade and coffee

Saturday Dinner - 3:30 p.m.

Traditionally Cooked Salmon & Acorn Soup (will be cooked and provided for serving separately)

BBQ Chicken and BBQ Tri-Tip

Baked Beans

Rolls/Corn bread/frybread (cooks' option)

Assortment of Salads and Sides

(Ex. Fruit, Variety of Green Salads, Mixed/Roasted Fresh Vegetables,

Pasta Options, Corn on the Cob)

Vegetarian options available

Assorted fruit

Sheet Cakes

Water, unsweetened iced tea, and coffee (no sugar drinks).

Sunday Breakfast - 9:00 a.m.

Service should be planned for 100 guests at breakfast.

Breakfast burritos (to go)

(veggie and meat burrito options available)

Fruit

Coffee

Juice

DO NOT INCLUDE FOOD COSTS IN YOUR BID, FUNDING WILL BE PROVIDED SEPARATELY.

Responses to this Request for Proposal should include the following:

- 1) A statement of qualifications, including relevant project history.
- 2) A lump sum price, with attached price page.
- 3) Names and telephone numbers of three client references.
- 4) Food Handlers Certificate.

Responses must be hand delivered, mailed, or emailed by: Wednesday July 15, 2026, by 5:00 p.m. (PST)

Tina Goodwin, Contract Compliance
Karuk Tribe – Administration Office
64236 Second Avenue
P.O. Box 1016
Happy Camp, CA 96039
Emails will be accepted at: rfpresponse@karuk.us

Price Page for 25-RFP-027:

Proposal Submitted by:

Name: _____ **Phone Number:** _____

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

Amount requested to be compensated for each task:

- Task 1- Shopping: _____
- Task 2- Preparation and Cooking: _____
- Task 3- Clean up: _____
- Task 4- Misc. Items (Mileage, Lodging): _____
- TERO Fee (If Applicable): _____
- Total: _____

List previous experience providing food services for events/activities below:

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 checks 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.