

KARUK TRIBE HOUSING AUTHORITY

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Request for Proposals

For More Information: Sara Spence (530) 493-1414, Extension 3117 or sspence@karuk.us
Proposal Deadline: Friday, October 23, 2026 by 5pm, PST

The Karuk Tribe Housing Authority (KTHA) requests proposals from qualified environmental consulting firms to provide professional environmental review services in connection with the Panámnik, sákriivnukyâavish (“Orleans, we are making it strong”) Project in Orleans, Humboldt County, California as outlined further below.

The selected consultant will be responsible for completing an environmental review sufficient to support both:

1. HUD environmental review requirements under **24 CFR Part 58**; and
2. Bureau of Indian Affairs (BIA) requirements under **25 CFR Part 151**, including environmental documentation necessary to support the pending fee-to-trust application.

The intent is to obtain a comprehensive environmental review that identifies environmental conditions, potential impacts, required mitigation measures, and other factors necessary for KTHA, HUD, the BIA, and other applicable agencies to make informed decisions concerning the proposed project.

The selected consultant shall coordinate the environmental review so that, to the greatest extent practicable, information and technical studies are prepared in a manner that can satisfy the requirements of both federal processes without unnecessary duplication.

PROJECT BACKGROUND

KTHA intends to develop the following projects on Tribally owned lands located at 37756 Highway 96, Humboldt County APNs: 529-131-008 and 529-111-013 (portion), Orleans, CA 95556.

- a. Construction of a Wellness Center to provide a centrally located facility with year-round access to recreation, cultural activities, community services, and economic-development opportunities. This community health and wellness hub will include a competition-specification basketball gymnasium; a multi-purpose wing for exercise, cultural activities, dances, community events, training, and sports clinics; a commercial kitchen supporting nutrition education and preparation of culturally important foods; meeting and offices spaces; exercise equipment; locker rooms and showers; and outdoor recreation areas with gathering spaces and connections to trails and a playground. The project responds to extensive community outreach and planning that identified the Wellness Center as the community’s highest-priority unmet need.
- b. Construction of approximately 2,000 feet of pedestrian paths connecting key community destinations and transforming an existing, informal walking route into permanent, accessible active transportation infrastructure to support walking, wheelchair use, and other forms of non-motorized travel.

- c. Design and installation of a solar photovoltaic (PV)-battery microgrid at the proposed Wellness Center concurrent with the time of construction. The microgrid will provide clean, reliable, and resilient electricity for an all-electric, community-serving facility designed to support Tribal members during normal operations and emergencies. Electric vehicle charging supported by the microgrid will further enable the transition to cleaner transportation, reducing tailpipe emissions and improve local air quality. Together, these improvements will reduce emissions while creating a resilient, healthy, and dependable community resource for Tribal members.

The project is anticipated to be funded, in whole or in part, through a grant from the California Strategic Growth Council Transformative Climate Communities (TCC) Program, Indian Housing Block Grant (HUD) funding, and other federal funds. The project includes the transfer of property into Federal trust status pursuant to the BIA fee-to-trust process.

SCOPE OF SERVICES

The selected consultant shall provide all professional services necessary to complete the environmental review. The consultant shall identify any additional services necessary to satisfy applicable requirements and shall clearly identify such services in its proposal.

KTHA has already obtained Phase I and Phase II Assessments consistent with applicable industry standards, which ***concluded that there are no impacts to site soils that would restrict future land use.*** These will be provided to the selected consultant.

PUBLIC AND INTERESTED-PARTY COORDINATION

The consultant shall assist KTHA with any necessary notices, public participation, and consultation as required under the applicable HUD and BIA processes including responses to public comments, agency correspondence, consultation documentation, revisions to environmental documents, and responses to agency review comments.

COORDINATION WITH KTHA

The selected consultant shall designate a project manager who will serve as the primary point of contact with KTHA. The consultant shall participate in project meetings as reasonably requested by KTHA and shall provide regular progress updates.

No additional work shall be performed beyond the approved scope without written authorization from KTHA.

The consultant shall not independently make policy decisions or representations on behalf of KTHA without authorization.

PROJECT SCHEDULE

Proposers shall provide a schedule and identify the anticipated duration of each major task. **The entire process must be completed no later than April 30, 2027**, including any necessary public notice/comment periods. If a proposer is able to complete this project sooner, that shall be noted in your timeline and it **will be** considered during proposal evaluation.

CONSULTANT QUALIFICATIONS

The selected consultant must demonstrate substantial experience performing environmental reviews for Tribal governments, Tribal housing authorities, HUD-funded projects, Indian Housing Block Grant projects, BIA fee-to-trust applications, federally funded construction projects, rural or remote communities, and projects subject to multiple federal environmental requirements.

The consultant shall demonstrate familiarity with **24 CFR Part 58** and **25 CFR Part 151**.

The project team should include qualified professionals with appropriate experience in Environmental reviews, NEPA, Historic preservation, Cultural resources, Archaeology, Biology, Hazardous materials, Wetlands and water resources, Geographic information systems/mapping, and Federal agency consultation.

Subconsultants may be used, but the prime consultant shall remain responsible for the completeness and quality of all work.

Responses to this Request for Proposals shall include the following:

Please limit the proposal to succinct yet informative and concise documents.

- 1) Cover letter with full contact information for consultant, including phone and email.
- 2) A statement of qualifications describing the firm's experience relevant to this RFP, including a listing of key personnel with resumes demonstrating qualifications.
- 3) At least 3 references for comparable projects, preferably involving both HUD and Tribal/BIA requirements.
- 4) A detailed cost proposal, including a fee schedule.
- 5) Timeline for completion of the project.
- 6) Demonstrated proof of Indian ownership, if Tribal Preferences is being claimed.
- 7) Completed Karuk TERO Compliance Plan (included as Appendix A).

PROPOSAL EVALUATION

Proposals will be evaluated using the following criteria:

Item	Points
Relevant Environmental Experience	20
Capacity and Experience with Tribal Governments/Housing Authorities	20
Knowledge of HUD Part 58 Requirements	10
Knowledge of BIA/25 CFR Part 151 Requirements	10
Timeline for Completion	15
Member of Federally Recognized Tribe, or Native owned and controlled	15
Cost/Value	10
Total	100

KTHA may select the proposal that provides the best overall value and is not required to select the lowest-cost proposal.

RESERVATION OF RIGHTS

KTHA reserves the right to reject any or all proposals, waive minor proposal irregularities, request clarification or additional information, modify the RFP, cancel the solicitation, negotiate with the highest-ranked proposer, award additional services if appropriate and permitted, reject proposals that do not meet minimum requirements; and take any other action permitted under KTHA procurement policies and applicable law. Issuance of this RFP does not obligate KTHA to award a contract.

SUBMISSION OF PROPOSALS

Responses must be hand, mail, or email delivered by **Friday, October 23, 2026, no later than 5pm (PST)** to:

Nikkita Thompson, Executive Assistant
Karuk Tribe Housing Authority
Post Office Box 1159
635 Jacobs Way Happy Camp, CA 96039
Email: nthompson@karuk.us
Faxes will NOT be accepted.

Late Submissions, Modifications, and Withdrawals of Proposals:

Any proposal received after the deadline shall not be considered. Any modification or withdrawal of a proposal must be received before the deadline. **Firms are responsible for verifying receipt.**

GENERAL PROVISIONS

Indian Preference

This Request for Proposal is open to all qualified, responsive bidders. Indian Preference will apply in the selection process in accordance with the Karuk Tribe's Tribal Employment Rights Ordinance (TERO) and/or Native American Housing and Self Determination Act (NAHASDA)/Housing and Urban Development (HUD) projects on or near the Karuk Ancestral Territory.

TERO Compliance Plan (Mandatory/Required)

A TERO Compliance Plan must be included with your proposal and is included with this solicitation. Questions regarding TERO should be directed to the Karuk Tribe's TERO Office at: (530) 493-1600, Ext. 2030. Indian owned businesses must provide certification from their Tribe of origin. Indian owned businesses not certified by their Tribe of origin must complete a Statement of Qualifications available by contacting the Karuk Tribe's TERO Office at: (530) 493-1600, Ext. 2030.

TERO Fee (Mandatory/Required)

The Karuk Tribe assesses a TERO (Tribal Employment Rights Ordinance) fee of two percent (2%) of the total for contract amounts that exceed \$2,500.00 on or near the Karuk Ancestral Territory. Additional information for the TERO fee can be obtained by contacting the Karuk Tribe's TERO Office at: (530) 493-1600, Ext. 2030.

APPENDIX A
To Request for Proposals

**TRIBAL EMPLOYMENT RIGHTS OFFICE
COMPLIANCE PLAN FOR BIDDERS**

Bidder/Employer Name: _____

Mailing Address: _____

City, State and Zip Code: _____

Contact Person: _____ Phone Number: _____

E-mail: _____

Bid Amount: \$ _____ TERO Fee (2%): \$ _____ Combined Total: \$ _____

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.

Signature

Date

APPENDIX B
To Request for Proposals

PRELIMINARY PROJECT DESIGN

