



THE NAVAJO NATION

RUSSELL BEGAYE
JONATHAN NEZ

REQUEST FOR PROPOSAL BID # 18-10-1944VJ

The Navajo Nation Department of Water Resource (NNDWR) – Technical, Construction, and Operations Branch (TCOB) is seeking qualified firms to develop final designs of the Hogback Canal Steel Siphons Project that is part of the Hogback-Cudei Irrigation Project in Shiprock, New Mexico. The purpose of this project is to replace two elevated steel siphons and one elevated steel flume. This project will complete final design of the new irrigation pipeline.

The Bid Proposal shall include one (1) original and three (3) duplicate copies of the following:

1. A narrative outlining the project approach, qualifications, current workload and capability;
2. A list of past projects completed on the Navajo Nation;
3. A list of three references and phone numbers from recent clients;
4. Copy of License and Insurance Certifications;
5. Fee Schedule in its own sealed envelope inside the bid packet. Clearly indicate “FEE SCHEDULE” on the sealed envelope.

The contract will be awarded to the proposer who submits the best proposal in terms of: 1) Products and services; 2) Experience; 3) Credentials; 4) Project Budget; and 5) Installation plans (i.e., construction approach narrative – we want to see how you will handle the work) and schedules. Adherence to the bid instructions is paramount, otherwise, Navajo Nation Business Regulatory Department will disqualify the bid for non-compliance.

Bid proposals shall be delivered, in person, in a sealed envelope to:

“HOGBACK CANAL STEEL SIPHONS FINAL DESIGN
BID #: 18-10-1944VJ – DO NOT OPEN”
Attn: Victor A. Joe
ADMINISTRATION BUILDING #1 – 1ST FLOOR
Window Rock Blvd
Window Rock, Arizona 86515

or mailed to:

Navajo Nation Office of the Controller
Purchasing Department
Attn: Victor A. Joe
Administration Building #1
Window Rock Blvd
P.O. Box 3150
Window Rock, Arizona 86515
“HOGBACK CANAL STEEL SIPHONS FINAL DESIGN
BID #: 18-10-1944VJ – DO NOT OPEN”

Bid documents and supplemental information regarding the project will be available online at www.nnooc.org link: Purchasing. If there are any questions regarding this Request for Proposal call Victor Joe at (928) 871 – 6141 or Francis Johnson at (505) 368 – 1018.

The Navajo Nation reserves the right to reject any and all proposals not within projected budget and may elect to award the contract not solely on the bid amount but the bidder's qualification. The due date for proposal is November 30, 2018 at 5:00p.m.

INSTRUCTIONS TO BIDDERS AND GENERAL INFORMATION

PROJECT BACKGROUND

The purpose of this project is to replace two elevated steel siphons and one elevated flume. The siphons are Salt Creek and Jim Canyon and the flume is Helium Lateral Flume. All structures were installed in the late 1950s and have reached their economic life.

Salt Creek Siphon

The Salt Creek Siphon is a 72-³/₄ inch diameter mortar-lined elevated steel pipe about 1,125 feet in length. In April of 2015, Hogback Canal overtopped due to excessive vegetation in the canal and washed out the outlet structure of the siphon. A temporary fix was completed, but the siphon needs to be replaced.

Deficiencies include:

- The steel pipe has reached its economic life of over 50 years
- All the expansion couplers are leaking
- The 2015 repair installed unprotected steel pipe on the end of the siphon
- Sediment has deposited in the bottom of the siphon
- A new trash rack is needed at the siphon inlet
- Safety features are required at the intake structure

The existing elevated steel pipe will be replaced with a new elevated steel pipe on concrete support structures or with an underground HDPE or concrete pipe in the same route. The determination will be made during the initial phase of the final design review process.

Jim Canyon Siphon

The Jim Canyon siphon is an elevated mortar-lined steel pipe 72-inches in diameter and about 1,200 feet in length. The siphon has the following deficiencies:

- The steel pipe has reached its economic life of over 50 years
- Sediment has deposited in the bottom of the siphon
- A new trash rack is needed at the siphon inlet
- Safety features are required at the intake structure
- It appears to not have an emergency spillway at the inlet

The existing elevated steel pipe will be replaced with a new elevated steel pipe rehabilitating the concrete support structures or with a buried HDPE or concrete pipe. The determination will be made during the initial phase of the final design review process.

Helium Lateral Flume

The Helium Lateral Flume crosses Rattlesnake Wash using a coal tar enamel 36-inch steel pipe flume. The flume was originally constructed with a concrete inlet and outlet structure.

Deficiencies include:

- The flume was not constructed with a protective structure to divert high flows at the inlet

- High flows washed out the inlet structure and caused the first 30 feet of pipe to fail. The flume was temporarily repaired by welding a 30-foot piece of 24-inch steel pipe.
- Sediment accumulates at the inlet
- A new trash rack is needed at the flume inlet

The existing flume will be rehabilitated or restored to its original design capacity with an inlet protective structure consisting of a spillway and sluiceway gate that discharges into Rattlesnake Wash. A determination will be made during the initial phase of the final design review process on whether to replace the whole flume or just the 30 feet of 24-inch pipe with a 36-inch steel pipe.

SCOPE OF WORK

Final Design

1. Complete final design for Salt Creek Siphon, Jim Canyon Siphon and Helium Lateral Flume
2. 10%, 25%, 50%, 75%, and 90% final design reviews with the Navajo Nation, the Bureau of Indian Affairs (BIA) and other entities as needed at locations to be determined by consensus (Gallup, NM, Shiprock, NM, Farmington, NM). The 10% review will consist of presentation of alternatives and selection of the best option to take forward. Design review meetings include:
 - a. Presentation and comments on design drawings and specifications
 - b. Accountability report indicating how all comments from the design review meetings will be addressed and incorporated into the design
 - c. Provide written approval of the deliverables to the NN for completion of each design review phase before proceeding to the next phase in the design until completed
 - d. Provide updated project schedule
3. Stamped final design report by a licensed professional engineer in the State of New Mexico with drawings and specifications
4. Geotechnical investigation for each wash crossing so a suitable alternative may be defined and implemented
5. Construction cost estimate for each siphon and flume
6. Perform project and budget management throughout the duration of the project. Organize and attend periodic project meetings, as needed, in addition to the design review meetings.

The Navajo Nation is not responsible for any “Down Time” including late delivery of materials or equipment, any act of negligence on the part of the contractor and any unforeseen occurrence. These are not billable to the Navajo Nation and will not be considered for payment in the event of stoppage of work.

DELIVERABLES

The Contractor shall provide the NN with electronic and hard copies of the final design report. The final design report shall incorporate the comments from the 90 percent design review and include the following deliverables:

1. Final design drawings and specifications with Professional Engineer stamp
2. Final project construction schedule
3. A material distribution chart
4. Final Engineer’s Opinion of Probable Construction Costs
5. Design Summary Report that includes the following items, at a minimum:

- a. A narrative summary describing the background of the project, the design procedure followed and the design criteria used. The narrative summary should thoroughly explain all aspects and features of the design.
 - b. Safety Plan, Temporary Traffic Control Plan, Storm Water Pollution Prevention Plan, Quality Control Plan
 - c. Various analyses performed during the course of the Contractor's design
6. Standard Operating Procedures

PRE-BID MEETING

The NNDWR will hold a Pre-Bid Meeting/Site Visit to answer questions at the Shiprock Irrigation conference room located in Shiprock, New Mexico (see attached location map). The Pre-Bid Meeting will be on November 08, 2018 from 10:00 am to 12:00pm.

AWARD OF BID — REJECTION OF BID

The NNDWR reserves the right to accept bids all or in part. At the time of acceptance, the NNDWR also reserves the right to increase or decrease quantities of any item at the same price bid.

The NNDWR reserves the right to reject any or all bids or to accept any bid that in its judgment will be in the best interest of the general public. The intention is to award contract to the most qualified bidder best meeting the requirements of the Navajo Nation Department of Water Resources.

PREFERENCE OF NAVAJO AND INDIAN-OWNED BUSINESSES

Preference of Navajo and Indian-owned businesses will be given under the Navajo Nation Business Opportunity Act, 5 NNC §201 et. seq., and the Navajo Nation Procurement Act, 12 NNC §303. Evaluation points will be awarded to Navajo and minority respondents. Certification of Navajo Owned Business will be assured by certificate held by the Navajo Nation Business Regulatory Department.

NAVAJO NATION SALES TAXES

All work performed within the territorial jurisdiction of the Navajo Nation is subject to the six percent (6%) Navajo Sales TAX. 24 N.N.C. § 601 et. seq. The Navajo Nation shall withhold from each payment to the "CONTRACTOR" 6% of the total invoice amount associated with work performed within the Navajo Nation. This amount reflects the Navajo Sales Tax due on such invoice amount. This 6% shall be transferred to the Office of the Navajo Tax Commission as a payment of the tax on behalf of the "CONTRACTOR".

BID INSTRUCTIONS

Submit one (1) original Proposal and **three (3) duplicate copies**. Mark original as "ORIGINAL" and should contain signatures as required. Submit proposals in a sealed envelope, marked "HOGBACK CANAL STEEL SIPHONS FINAL DESIGN, BID #: 18-10-1944VJ – DO NOT OPEN".

The name and address of the bidding firm should be shown in the upper left hand corner of the envelope. Each submittal must be signed in the firm or corporate name and must bear the longhand signature of a principal duly authorized to make contracts for the bidding party. The bidder's name must be fully stated. Where submittals are signed by an agent of the bidder, evidence of his/her

authority to act as the bidder's agent shall accompany the proposal.

AVAILABILITY OF BID DOCUMENTS

Bid Proposal documents are available on the web site at www.mnooc.org and at the Navajo Nation Purchasing services located at the Administration Building #1 – 1st Floor, Window Rock Boulevard, Window Rock, Arizona 86515 between the hours of 8:00 AM and 5:00 PM Monday through Friday. For more information, contact Victor Joe at (928)871-6316.

TIME AND PLACE FOR RECEIPT OF BIDS

Sealed bid proposals shall be delivered to the Navajo Nation Purchasing Services, Administration Building #1 – 1st Floor, Window Rock Boulevard, P.O. Box 3150, Window Rock, Arizona 86515 on or before 5:00 p.m. on November 30, 2018.

WITHDRAWAL OF BID

No bid proposal shall be withdrawn for a period of 60 calendar days after the opening of bids without the consent of the owner.

DEVIATIONS

All specifications listed are intended to be preferred design and performance. Where deviations from the specification are necessary, bidder will render equivalent reliability or performance. If there is insufficient room for detailing deviation, please indicate "see deviation" and attach, clearly indicating the bullet number on any such attachments. Failure to detail all such deviations will provide a basis for rejections of the entire proposal. Substantial deviations will not be considered.

SCHEDULE OF FEES

BID # 18-10-1944VJ

HOGBACK CANAL STEEL SIPHONS FINAL DESIGN
SHIPROCK, NAVAJO NATION, NEW MEXICO

NO.	DESCRIPTION	QTY	UNIT	UNIT COST	EXTENSION
1	Salt Creek Siphon Final Design and Specifications to include: Safety Plan, Temporary Traffic Control Plan, Storm Water Pollution Prevention Plan, and Quality Control Plan.	1	Each		
2	Jim Canyon Siphon Final Design and Specifications to include: Safety Plan, Temporary Traffic Control Plan, Storm Water Pollution Prevention Plan, and Quality Control Plan.	1	Each		
3	Helium Lateral Flume Final Design and Specifications to include: Safety Plan, Temporary Traffic Control Plan, Storm Water Pollution Prevention Plan, and Quality Control Plan.	1	Each		
4	Geotechnical Investigations for all Wash Crossings	1	Each		
5	Project Management Including Final Design Reviews	1	Each		
6	Performance and Payment Bonds	1	Each		
7	Insurance Certifications	1	Each		
Subtotal					
Navajo Nation Business Activity Tax (6%)					
TOTAL					



Location Map

**NAVAJO NATION CERTIFICATION
Regarding Debarment and
Suspension**

Applicant acknowledges that to the best of his/her knowledge that their company and principal participants on this contract:

- 1. Are not debarred, suspended, or otherwise slated for debarment, ineligible and/or excluded from participation on Federal, State, and Tribal Government contracts etc.
- 2. Are not presently nor have been under criminal indictment or civilly charged by a governmental entity (Federal, State, and Tribal Government) for fraud, forgery, falsification, theft, bribery, destruction of records, receiving stolen property and other criminal offenses in the administration of a government contract.
- 3. Have not been terminated for cause or convenience by a governmental entity in the administration of a government contract (Federal, State, and Tribal Government).
- 4. If the Navajo Nation determines that the Certificate provided herein is not true, it will be grounds to terminate the contract and pursue other legal remedies.

Applicant's Address

Name & Signature of Applicant

Type or Print Name

Signature Date