

# THE NAVAJO NATION

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JONATHAN NEZ | **PRESIDENT** MYRON LIZER | **VICE PRESIDENT**

## **REQUEST FOR PROPOSAL BID # 20-11-2385LE**

The Navajo Nation Department of Water Resources – Technical, Construction, and Operations Branch (NNDWR-TCOB) is seeking qualified firms for design-build of the Eagle Nest Siphon Project in Hogback, New Mexico. The purpose of the project is to design/install safety features and clean the siphon.

The 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. Current Copy of License and Insurance Certification;
4. Current W-9 and Navajo Nation Certification Regarding Debarment and Suspension forms;
5. Fee Schedule in its own sealed envelope inside the bid packet clearly indicating “FEE SCHEDULE”.

The contract will be awarded to the firm with the best proposal in terms of: 1) Qualifications / Credentials; 2) Products and Services; and 3) Installation plans and schedule (i.e., construction approach narrative). Adherence to the bid instructions is paramount, otherwise, Navajo Nation Business Regulatory Department will disqualify the bid for non-compliance.

Proposals shall be delivered, in person, in a sealed envelope to:

“EAGLE NEST SIPHON PROJECT, BID # 20-11-2385LE – DO NOT OPEN”  
Attn: Lorita Etsitty  
ADMINISTRATION BUILDING #1 – 1<sup>st</sup> FLOOR  
Window Rock Blvd  
Window Rock, Arizona 86515

or mailed to:

Navajo Nation Office of the Controller  
Purchasing Department  
Attn: Lorita Etsitty  
Administration Building #1  
Window Rock Blvd  
P.O. Box 3150  
Window Rock, Arizona 86515  
“EAGLE NEST SIPHON PROJECT, BID # 20-11-2385LE – DO NOT OPEN”

Bid documents and supplemental information regarding the project is available online at [www.nnooc.org](http://www.nnooc.org) link: Purchasing. If there are any questions regarding this Request for Proposal call Lorita Etsitty at (928) 871-6317 or Francis Johnson at (928) 206-7126.

The Navajo Nation reserves the right to reject any and all proposals and may elect to award the contract not solely on the bid amount but the bidder’s qualification. The proposal due date is December 11, 2020 at 5:00p.m.

## **INSTRUCTIONS TO BIDDERS AND GENERAL INFORMATION**

### **PROJECT BACKGROUND**

The Eagle Nest Siphon is a buried 84-inch diameter concrete pipe, approximately 170 feet long. The siphon has a blow-off valve that is used to drain the pipe. The siphon is in good condition but has the following deficiencies:

1. Sediment has deposited in the bottom of the siphon and requires cleaning.
2. A trash rack needs to be installed on the siphon intake structure to prevent long or large items from entering the siphon.
3. There are no safety features present including a log boom, safety rope and rails.

### **SCOPE OF WORK**

#### Final Design

1. Complete final design for repairs to the inlet, trash rack and safety features.
2. Complete final design for a safety gate and safety features to the outlet.
3. 30%, 60% and 90% final design reviews with the Navajo Nation (NN) and the Bureau of Indian Affairs (BIA) in Shiprock, New Mexico. Design review meetings include presentation and comments on design drawings and specifications. An updated project schedule will also be provided by the contractor.
4. Stamped final design report by a licensed professional engineer in the State of New Mexico with drawings and specifications.
5. Perform project and budget management for the duration of the project.

#### Drain, Inspect and Clean Siphon According to Final Design

1. Inspect entire length of the buried siphon.
2. Perform siphon concrete repairs as identified by the inspection.
3. Perform concrete repairs to the inlet structure.

#### Install Safety Features According to Final Design

1. Concrete patching and repair.
2. Furnish and install new gates at the inlet and outlet to prevent people from entering the siphon during the irrigation off-season.
3. Furnish and install safety rails/guard rails.
4. Furnish and install steel trash rack.
5. Furnish and install log boom.
6. Furnish and install safety rope/ladder.
7. Furnish and install other safety features identified in the final design.

All materials must be new and Made in the USA. A 2-year limited warranty is required on all materials. The scope of work shall include pricing for all materials, fabrication and freight.

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

### **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% design review and include:

1. Final design drawings and specifications with Professional Engineer stamp.

2. Final project construction schedule.
3. Safety Plan, Temporary Traffic Control Plan, Storm Water Pollution Prevention Plan, Quality Control Plan.
4. Standard Operating Procedures.

### PRE-BID MEETING

There will be a virtual pre-bid meeting on November 30, 2020 at 11:00 am MST. All interested parties can contact Mr. Francis Johnson, P.E., at [fjaansin@gmail.com](mailto:fjaansin@gmail.com) for meeting information. The meeting information will be emailed to all interested participants by 9:00 am MST November 30, 2020.

### 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. It is the intention to award contract to the bidder best meeting the requirements.

### 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 where a signature is required. Submit proposals in a sealed envelope, marked "EAGLE NEST SIPHON PROJECT, BID # 20-11-2385LE – 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.nnooc.org](http://www.nnooc.org) and at the Navajo Nation Purchasing services located at the Administration Building #1 – 1<sup>st</sup> 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 Lorita Etsitty at (928)871-6317.

#### TIME AND PLACE FOR RECEIPT OF BIDS

Sealed bid proposals shall be delivered to the Navajo Nation Purchasing Services, Administration Building #1 – 1<sup>st</sup> Floor, Window Rock Boulevard, P.O. Box 3150, Window Rock, Arizona 86515 on or before 5:00 p.m. on December 11, 2020.

#### 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.





