

**REQUEST FOR PROPOSAL
BID Number 21-04-2455LE**

Date: April 6, 2021

Project Title: **Navajo Nation Fire & Rescue Services Fire Truck Mobile Computer Installation**

Project Schedule:

Advertisement of RFP
Bid Due Date

April 8, 2021 – April 16, 2021
April 16, 2021 @ 5:00pm MST

Proposal:

All interested parties are invited to review and respond to this Request for Proposal at their discretion. All questions pertaining to the contents of this RFP as a respondent can contact via email Larry Chee, Fire Chief at larrychee@navajo-nsn.gov

All parties responding to this bid are instructed to submit or send four (4) proposals (1 original and 3 copy) to the following address:

The Navajo Nation
Division of Finance – Purchasing
Attention: Lorita Etsitty, Buyer I
Administration Building #1
Window Rock Blvd
Window Rock, Arizona

All responses to this bid shall be sent in a sealed envelope, including a return address, and vendor name clearly marked on the outside of the envelope; indicate the following:

**BID 21-04-2455LE
FIRE TRUCK MOBILE COMPUTER INSTALLATION
DO NOT OPEN-BID PROPOSAL**

GENERAL INFORMATION AND GUIDELINES FOR THIS RFP

I. DESCRIPTION OF THE ORGANIZATION

The Navajo Nation Fire and Rescue Services is a general funded emergency services program that responds to all incidents involving fire, EMS, hazmat and wildfires. NN Fire and Rescue Services operates eight fire stations across the Navajo Reservation in Arizona and New Mexico.

II. SCOPE OF THE CONTRACT

The Navajo Nation intends to enter into a professional services contract with one (1) responsive, qualified, and independent consultant/organization to complete all work as described in the attached scope of work.

III. RESPONDENT REQUIREMENTS

All respondents must have the capabilities listed herein, including sufficient detailed information with regard to experience and expertise in meeting the following requirements:

1. A legitimate and credible vendor with experience and history with providing the described services.
2. Vendor must be able to operate independently in providing described services for the program.
3. The Navajo Business Opportunity Act 5 NNC § 201, 205 will apply.
4. GSA pricing required
5. As built drawings of all completed work
6. All requested services requested to be completed by July 31, 2021.

IV. SCOPE OF WORK (See Attached)

V. REQUIREMENTS

The respondent will furnish all requested information as specified in the RFP.

VI. PROPOSAL CONTENT AND REQUIRED INFORMATION

Please utilize the outline described below with four (4) copies.

1. Organizational letter expressing your interest and a brief description of your proposed services. Do not reveal or make reference to the cost in this letter.
2. Organization qualifications. Include references.
3. Scope of Work detailing your proposed methodology and framework
4. Schedule and proposed time frame of services
5. Copies of licenses, certifications, insurance certificates, and other relevant documents.
6. Costs to be submitted in a **separate sealed envelope**. (Detailed breakdown of all associated and applicable costs)
7. Compliance: Any proposal that does not adhere to this format and does not address each specification, requirement, or scope of work as outlined, may be deemed non-responsive and rejected on that basis.

VII. EVALUATION PROCESS (pre-qualifying process)

1. Evaluation Criteria
 - a. Proposal Content and Organization: (10 points)
 - b. Methodology and schedule to complete the scope of work. (35 points)
 - c. Qualifications, credentials, and work experience. (25 points)

- d. Navajo Preference. (10 points)
- e. Cost (separate sealed envelope). (20 points)

VIII. TYPE OF CONTRACT

The Navajo Nation will utilize a standard Professional Services Contract for the procurement of goods and services for this project.

IX. PERIOD OF PERFORMANCE

The period of performance will be determined and negotiated based on the schedule proposed by the respondent and the contract implementation date.

X. TECHNICAL DIRECTION

The Navajo Nation Fire and Rescue Services point of contact Larry Chee, Fire Chief for inquiries related to the project and other matters. Questions and answers will be shared with all respondents. Mr. Chee's email address is larrychee@navajo-nsn.gov.

XI. PAYMENT AND SUBMISSION OF INVOICES

The Navajo Nation Professional Services Contract will describe this section.

XII. RIGHTS

The Navajo Nation reserves the right to reject any and all proposals, in whole or in part based on the requirements set forth in this RFP.

XIII. AGREEMENT TERMS AND CONDITIONS

The Navajo Nation is not bound to enter a contract under the RFP and may issue a subsequent RFP for the same services, and

The Navajo Nation is a sovereign government and all contracts entered into as a result for the RFP shall comply with the Navajo Nation law, rules and regulations, including the Navajo Preference in Employment Act, and applicable federal law, rules, and regulations. This procurement and any RFP with respondents that may result shall be governed by the laws of the Navajo Nation and applicable federal law. Nothing herein shall be constructed as a waiver of the Navajo Nation's sovereign immunity. In addition, the Navajo Nation Business Opportunity Act will apply to the RFP.

The Navajo Nation Professional Services Contract will provide all other legal and contractual obligations, terms, and requirements of this project.

XIV. OTHER

SCOPE OF WORK
Navajo Nation Fire & Rescue Services
Fire Truck Mobile Computer Installation

Navajo Nation Fire and Rescue Services is looking to upgrade their current and future fleet of fire unit's mobile technology to provide sufficient and effective response to service calls. The Navajo Nation Fire and Rescue Services is an emergency services program that responds to all incidents involving fire, EMS, hazmat and wildfires. The department operates eight fire stations across the Navajo Reservation in Arizona and New Mexico and responds to calls in remote areas throughout the Navajo Nation. The department is requesting equipment and installation into the fire units and vehicles (Seagrave Ladder truck, KME Fire engines, Brush truck, Mini-Pumpers, Chevrolet Tahoe, and Chevrolet Silverado). The department is requesting:

Hardware and Installation:

- Forty-six (46) 12" Panasonic Toughbook CF-33 with keyboard
Required:
 - Keyboard
 - Docking capabilities
 - FirstNet Ready mobile broadband
 - Mobile data ready
 - Long-life battery
 - Rotating hand strap for CF-33
 - 3 years Warranty
- All hardware should be compatible and easily integrated with all current and future fire units and vehicles
- All hardware and equipment must meet or exceed all durability requirements for nature of calls with ability to withstand rigid terrain beyond normal wear and tear
- All hardware must be installed by vendor
- All supplies and equipment including but not limited to heavy duty mounts, wiring, required for vehicle console install must be provided by vendor
 - Rotating docking station should be able to provide accessibility to both driver and passenger
- Training on operations and maintenance of equipment
- All installation is preferred to be completed by July 31, 2021.

Software and Installation:

- 12" Panasonic Toughbook 33 should be able to run the following software/applications
 - Firehouse Software
 - EMS Software
 - FirstDue Software
 - Other software deemed necessary by Navajo Nation Fire and Rescue Services

END SCOPE OF WORK