

Request for Bid
for
Removal of Double Wide
Mobile Office Trailer

REQUEST FOR PROPOSAL Bid No. 21-09-2576LE

PROPOSAL DUE DATE: October 22, 2021 - 4:00 PM MST

To the attention of: Department of Water Resources
Technical, Construction and Operations Branch
Many Farms Irrigation & Agriculture Offices
P.O. Box 678
Ft. Defiance, Arizona 86504

The Department of Water Resources, Technical Construction and Operations Branch, Many Farms Irrigation & Agriculture are seeking proposals from qualified entities to remove and dispose of (1) Mobile Double Wide Office Trailer, 77' feet Long by 28' feet Wide, 2,156 sq. feet located in Many Farms, Navajo Nation, Arizona. GPS Coordinates: Latitude 36°21'8.99" N Longitude 109°37'16.03" W

Preference will be applied to qualified Navajo owned businesses in accordance with the Navajo Business Opportunity Act as specified in the Navajo Nation Procurement Code-12 N.N.C.§301- 371. All interested entities shall provide bids in accordance with Navajo Nation Business Regulatory, Navajo Environmental Protection Agency, Navajo Office of Occupational Safety and Health Administration, Navajo Office of Contracts and Department of Water Resources, Technical Construction and Operations Branch Scope of Work.

A Site Job-Walk is scheduled by appointment only by calling (928) 797-0023.

The project will be managed by Many Farms Agriculture, Project Manager: Mr. Terrill T. Harvey,
email: ttharvey@navajo-nsn.gov cell phone: (928) 797-0023

SELECTION PROCESS: Will be based on qualifications, firm experience as well as cost effective delivery of required services. The Navajo Nation reserves the right to waive any formalities or irregularities in the Request for Bid and/or to reject any or all bids it deems to be in the best interest of the Navajo Nation.

QUALIFICATIONS and CAPABILITIES: The firm must be highly qualified and have extensive experience in Mobile Trailer and Transport services on similar projects and all aspects of controlling and hauling Mobile Double Wide Office Trailer away from site.

1. A minimum five (5) years capability and experience in providing Mobile Trailer and Transport services and removal from site are required for the project.
2. Current required licenses and certifications to provide the specified services.
3. Experience in working with entities on similar projects.

PROPOSAL FORMAT AND CONTENT:

1. Letter of interest
2. Written contractor's relevant qualifications and capabilities.
3. Scope of Work Requirements.
4. Navajo Nation Business Preference Certified: Include copy of current Navajo Business Preference Certificate.
5. Provide most recent W-9
6. Navajo Nation Debarment and Suspension Form

BUDGET:

Your proposed budget must include 6% Navajo Nation Tax (shall be included in proposal budget)

INSURANCE: Provide evidence of the certificates of insurance with the appropriate coverage and limits of insurance and names the Navajo Nation as the insured in the general and auto liability policies.

SCOPE OF WORK

Many Farms Irrigation Office is located in Many Farms, Arizona, off AZ State Highway 191 west of 7-2-11 convenience store. The Mobile Double Wide Office Trailer will need to be removed from Many Farms Irrigation yard and disposed of by Mobile Trailer Transport Services provider.

An On-site walk through will need to be conducted to ensure all proper planning and modifications that are necessary for transport. All work shall meet the requirements of Navajo Nation Environmental Protection Agency and Navajo Office of Occupational Safety and Health Administration of Tribal and Federal laws.

Service provider shall be responsible to comply with safety, labor and business opportunity laws. All debris, junk, litter, trash, and other waste shall be disposed of properly and in accordance with appropriate Navajo EPA, Navajo OSHA, and Tribal Regulations. Waste shall be taken to authorized landfills or transfer stations. Keep landfill receipts on hand. This shall be at the contractor's expense.

Service provider shall furnish all necessary labor, materials, tools, equipment, water, light, heat, power, transportation, and supervision necessary to complete the work.

The job duration is anticipated to be 1 week to begin immediately.

SCHEDULE OF ACTIVITIES TIMELINES	TIMELINES
1. Site Job Walk - Many Farms, AZ 2. Prospective respondents 'Inquiry Timeline' Questions on this RFB must be submitted by email prior to this date. No questions accepted after this date	Call (928) 797-0023 to make appointment before October 15, 2021, 4:00 PM (MST). Friday, October 8 , 2021, 8:00 AM-4:00 PM Friday, October 15, 2021 Email: ttharvey@navajo-nsn.gov
PROPOSALS DUE * RFB Bid #21-09-2576LE * All proposals MUST have Prospective Respondent's name and contact information on the OUTSIDE of the Sealed Bid Proposal. * One (1) Original and three (3) copies. *Facsimile, electronic mailed WILL NOT be accepted.	Friday, October 22, 2021, before 4PM (MST)
1) Opening of Proposals and evaluations by Review Panel 2) Selection of Contractor	Week of October 25, 2021 Week of October 25, 2021

LATE RECEIPT OF PROPOSALS after Friday, October 22, 2021, 4:00 PM MST, WILL NOT be accepted.

All correspondences, inquiries, responses, relating to this Request for Bid will become the property of Navajo Nation Department of Water Resources, Technical Construction and Operations Branch.

EVALUATION SCORING

RFPs will be evaluated and given points for each criteria item noted:

- *Due Date 5
- *Qualifications / Licenses 20
- *Project Schedule 20
- *Scope of Work 20
- *Three References 5
- *Cost Sealed (separate) 10
- *Navajo Nation Preference
 - 10 points Priority One 10
 - 5 points Priority Two 5