

REQUEST FOR PROPOSAL
Bid Number: 21-12-2625LE

Date: January 3, 2022

Project Title: Navajo Uranium Workers Program (NUWP) Fire Alarm System Installation.

Project Schedule:

Advertisement of RFP	01/10/2022 – 01/21/2022
On-site pre-bid meeting	02/07/2022 @ 1 pm (DST)
Location: Navajo Uranium Workers Program (NUWP) – Shiprock, NM	
<i>For directions please call (505) 368-1260</i>	
Requests for Information (RFI) Due Date	02/18/2022 @ 5:00 pm DST
Bid Due Date	03/04/2022 @ 5:00 pm DST

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 Dewayne Johnson– NUWP/NDOH at d.johnson@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
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 clearly marked on the outside of the envelope, if applicable, state vendor is certified under Navajo Business Opportunity Act (NBOA); and the following:

BID #21-12-2625LE
NUWP - NDOH
FIRE ALARM SYSTEM INSTALLATION PROJECT
DO NOT OPEN-BID PROPOSAL

GENERAL INFORMATION AND GUIDELINES FOR THIS RFP

I. DESCRIPTION OF THE ORGANIZATION

The Navajo Uranium Workers Program (NUWP) is a Navajo Nation funded program to provide information and education about Uranium-related Radiation Exposure Compensation Act (RECA) benefits, and process enrollment paperwork for eligible clients for RECA benefits.

II. SCOPE OF THE CONTRACT

The Navajo Nation intends to enter into a professional services contract with one (1) responsible, qualified, and independent Contractor 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 a minimum of five (5) years' experience and history with providing the described services.
2. The Navajo Business Opportunity Act 5 NNC § 201, 205 will apply.
3. All workmanship and materials shall comply with applicable Safety Codes.
4. As built drawings of all completed work.

IV. SCOPE OF WORK (See Attachment)

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 and project experience. Include references.
3. Scope of Work
4. Product Specifications including cut sheets (if any).
5. Design (detailed plan depicting layout).
6. Schedule
7. Copies of licenses, certifications, insurance certificates, and other relevant documents.
8. Sub-contractor Information, if applicable
 - a. Subcontractor work should not exceed certain percentage of entire project
9. **Costs to be submitted in a separate sealed envelope. Detailed breakdown of costs: Materials, Labor, and other applicable costs; 6% Navajo Nation Sales Tax.**
10. 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. Qualifications, credentials, and minimum five (5) years' work experience. This includes the capabilities to provide all requested services. (20 points)
 - b. Quality of products, ability to install, and warranty services. (30 points)
 - c. Project Schedule. (20 points)
 - d. Navajo Preference. (5 points)
 - e. ***Cost (separate sealed envelope)***. (25 points)
2. The Navajo Nation Navajo Uranium Workers Program (NUWP) reserve the right to interview respondents if deemed necessary due to tied scores or other legitimate matters.
- a. This may entail a presentation from the respondent for clarification and/or details on products or other requirements. The presentation will be scheduled to be presented at the respective site (if necessary). It is NUWP's intention to award one (1) vendor to provide all services as specified.

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 NUWP point of contact is Dewayne Johnson, Program Manager I for inquiries related to the project and other matters. Questions and responses will be shared with all respondents. Mr. Johnson's email address is d.johnson@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 Navajo Uranium Workers Program (NUWP)
NUWP Building #2644 – Shiprock, NM
Fire Alarm System Installation Project

The Navajo Nation Navajo Uranium Workers Program (NUWP) is requesting inspection and installation services for a non-existent fire alarm control panel system at the Navajo Uranium Workers Program offices in Shiprock, New Mexico. It is the intent of NUWP to bring all fire alarm systems up-to-date and in compliance with building and life safety codes. The vendor must be licensed as a commercial fire safety inspection company.

Locations:

- Navajo Uranium Workers Program Offices Building# 2644 approximately 2,880 s.f.

This project entails the following:

1. Installation of an addressable fire alarm control panel and components (including but not limited to back up batteries, relay modules; pull station; smoke detector; interior horn alarm; exterior horn alarm; interior horn/strobe). Provide as-built drawings as the fire protection plan.
2. Connect to a fire alarm monitoring company and test.
3. Recommendation of special fire suppression systems in records room for sensitive and confidential files.
4. Inspect and certify four (4) existing fire extinguishers to include recharge/ rebuild if needed per NFPA 10.
5. Inspect and certify two (2) exit lighting and emergency exit lighting and signage.
6. Inspect and certify two (2) exit doors with panic release hardware (in good working order).
7. Location, ownership and testing of nearest public fire hydrant.
8. Provide project manager with detailed Inspection reports and language that can be utilized for the development of a scope of work for site repairs, replacement or additions. This report is to include costs.
9. Upon completion of inspection services, minor repairs equal to or less than One Thousand Dollars (\$1,000.00) allowance per year (make sure this is included to the cost proposal).
10. Annual inspections of all mentioned systems for five (5) years to ensure proper operations of all systems and components.
11. Provide all materials and workmanship warranty information to site.
12. Provide operating and maintenance information/training to project manager and site staff
13. Contractor is responsible for field verification of systems at project site.
14. Cost details breakdowns are to include labor, equipment, materials, travel and the Navajo Nation Tax of 6%. Please be cognizant that the grand total is the contract total.
15. Exclusions: Based on your expertise- please list any and all fire related life safety code requirements not otherwise in this scope of work. (Do not list costs with main proposal).

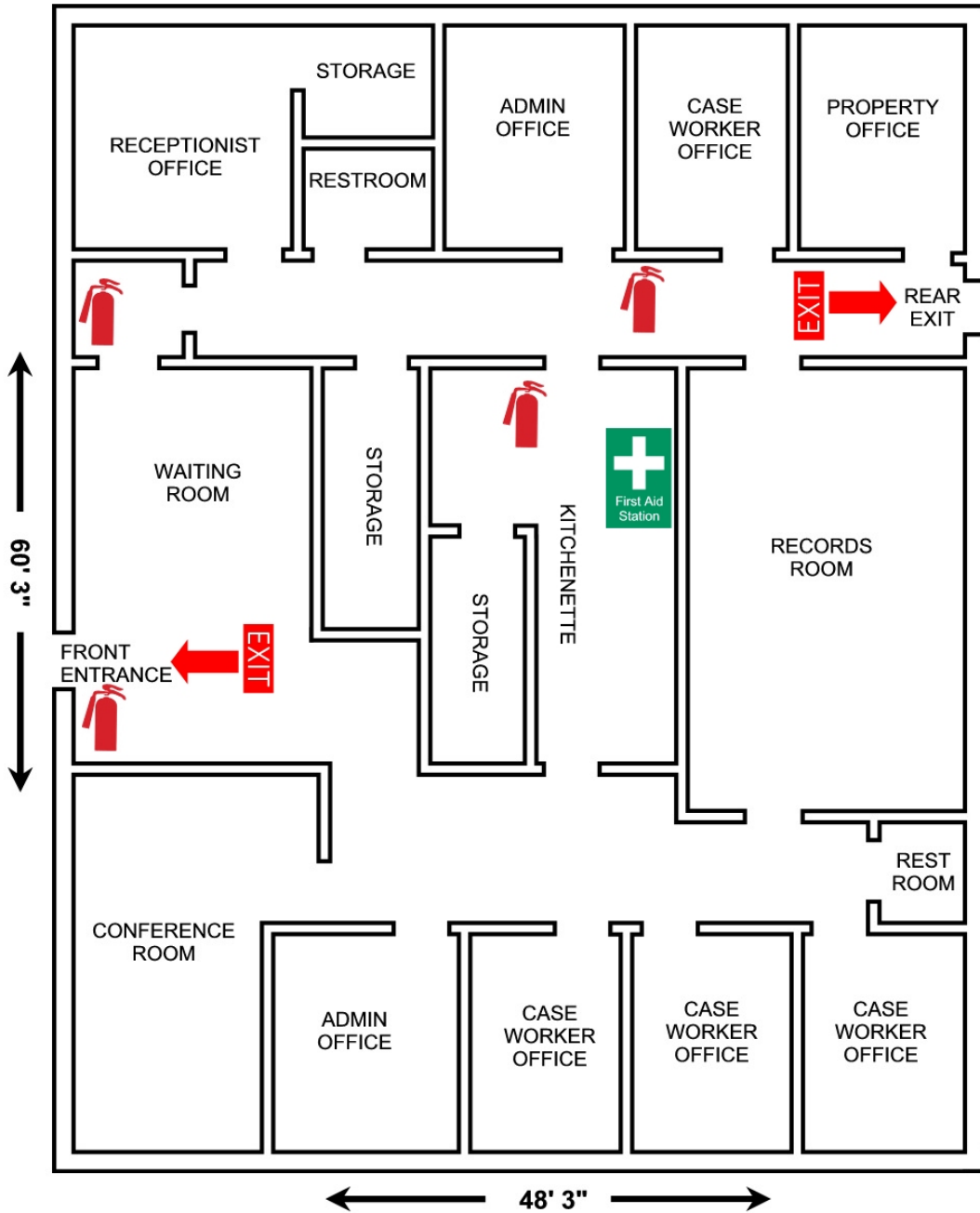
End Scope of Work

ADDITIONAL GENERAL INFORMATION



Navajo Uranium Workers Program

2644 Yucca Street
Shiprock, NM 87420
Telephone: (505) 368-1260
Fax: (505) 368-1266



Notes:

- 1) Building is 2,880 Square Feet.
- 2) Building has no sprinkler system and entire building is a modular building.
- 3) Building does have two (2) Emergency Exit Lights with Night Lights, two (2) hallway Emergency Light Outage Night Lights, and one (1) Smoke Detector.
- 4) There are four (4) existing Fire Extinguishers and no tag records of when they were last tested or serviced.
- 5) All existing components have not been inspected nor tested if they are in working conditions or not.