

REQUEST FOR PROPOSAL  
RE-Bid Number: 23-03-2984LE

Date: May 08, 2023

Project Title: Navajo Nation Division of Behavioral and Mental Health Services – Traditional healing metal fire furnace fabrication project – RE-BID.

Project Schedule:

Advertisement of RFP	05/08/2023 – 05/26/2023
On site pre-bid meeting	05/30/2023 at 11:00 am MDT
Location: DBMHS Central Administration Building, Window Rock, Arizona	
<i>For directions please call (928) 871-6240</i>	
Requests for Information Due Date	06/08/2023 @ 5:00 pm MDT
Bid Due Date	06/22/2023 @ 5:00 pm MDT

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 Michael Salabiye, Planner – DBMHS/NDOH at [msalabiye@navajo-nsn.gov](mailto:msalabiye@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; the following:**

RE-BID #23-03-2984LE NNDBMHS  
DBMHS Traditional Healing Metal Fire  
Furnace Fabrication Project  
DO NOT OPEN-BID PROPOSAL

**NBOA Priority Status (Priority One; Priority Two or Non-Priority Status)**

## GENERAL INFORMATION AND GUIDELINES FOR THIS RFP

### I. DESCRIPTION OF THE ORGANIZATION

The Navajo Nation Division of Behavioral and Mental Health Services (DBMHS) is a federally funded program operating outpatient and inpatient counseling services throughout the Navajo Nation.

### II. SCOPE OF THE CONTRACT

The Navajo Nation intends to enter into a professional services contract with one (1) responsible, qualified, and independent Welding company/ Welder 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 providing the described services.
2. The Navajo Business Opportunity Act 5 NNC § 201, 205 will apply.
3. Federal requirements, if applicable.
4. All workmanship and materials shall comply with applicable Safety Codes.
5. As built drawings not required.

### 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 and project experience. Include references.
3. Scope of Work
4. Product Specifications including cut sheets (if any).
5. Design.
6. Schedule.
7. Copies of licenses, certifications **(NBOH Priority Status)**, insurance certificates, and other relevant documents.
8. **Costs to be submitted in a separate sealed envelope. (Detailed breakdown of costs: Material, Labor, and other applicable costs; 6% Navajo Nation Sales Tax.**
9. 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 work experience. This includes the capabilities to provide all requested services. (20 points)

- b. Quality of products, ability to install, problem solving and recommendations, and warranty services. (30 points)
  - c. Project Schedule. (20 points)
  - d. **Cost (separate sealed envelope).** (30 points)
2. Applicable Federal Requirements (25 CFR 900, OMB Circulars A-87, GSA qualified vendor, Davis Bacon wage rates, etc.).
  3. The Navajo Nation Division of Behavioral and Mental Health Services 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. It is DBMHS'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 DBMHS point of contact Michael Salabiye, Planner for inquiries related to the project and other matters. Questions and responses will be shared with all respondents. Mr. Salabiye's email address is [msalabiye@navajo-nsn.gov](mailto:msalabiye@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

Description: The Navajo Nation DBMHS traditional healing grounds at 7 sites (9 fire furnaces) need a metal fire container for the purposes of building a wood fire to heat rocks for their traditional sweat lodge. The Arizona sites include: Chinle, Fort Defiance, Dilkon, Newlands and Kayenta. The New Mexico sites include: Shiprock (2 containers) and Crownpoint (2 containers).

##### Fire Container Specification:

1. The floor of the fire container will be 6'-0" (W) X 6'-0" (L).
2. The 3 sides of the fire container will be 6'-0" (W), 6'-0" (L), X 4'-0" (H) each. At the bottom of each wall, insert two (2) 4" (H) X 8" (L) closable air vents with expanded metal covering on the inside.
3. The front side will also be 6'-0" (W), 6'-0" (L), X 4'-0" (H), however will have two (2) 1'-6" (W) X 3'-0" (H) Doors with hinges to open outwards. The inside of the door frame will have a metal lip to assure complete closure of the doors. Include latching hardware for doors to remain shut. The bottom of the doors should be flush with the bottom portion of the metal floor to allow ease in moving fire charcoals and rocks (no lip).
4. The top of the square walls should be an angled roof type with an 8" (Round) X 18" (H) smoke pipe with a spark arrestor type wire mesh fabric and a cover to deflect rain and debris.
5. All metal should be 3/16" thick.
6. All exterior metal parts will be spray painted with heat resistant black paint.

##### Other:

7. The vendor is requested to build on site unless the vendor has the means to deliver it completed and off load the container at a pre-determined location at the various DBMHS sites.
8. A one (1) year workmanship warranty is required.
9. Subject to the Navajo Nation Procurement Regulations.
10. Submit any Certifications and or Licenses for metal fabrication/welding work.
11. If recommended for award, you will be asked to submit a W-9, a Navajo Nation certification regarding debarment and suspension form and your Certificate of Liability Insurance
12. Please break costs as materials; labor; equipment; transportation/installation, overhead/profit, (other), sub-total, Navajo Nation taxes at 6%, and grand total.

*End Scope of Work*