

**REQUEST FOR STATEMENT OF QUALIFICATIONS (RSQ) -
SEED BANK AND GREENHOUSE DESIGN-BUILD PROJECT**

STATEMENT DUE DATE: May 17, 2023 at 5:00 PM MDT

PROJECT DESCRIPTION: **RSQ No. 23-04-2017GC**
Seed Bank and Greenhouse Design-Build Project

CONTACT PERSON(S): Jesse Mike, Forester/Project Manager
Navajo Natural Heritage Program
Navajo Nation Department of Fish and Wildlife
Phone Number: (928) 729-4236
Email Address: jmike@nndfw.org

Leanna Begay, Wildlife Manager
Navajo Natural Heritage Program
Navajo Nation Department of Fish and Wildlife
Phone Number: (928) 871-6451
Email Address: lbegay@nndfw.org

**Email is the preferred method of communication*

DELIVER TO: Navajo Nation Division of Natural Resources
Attention: Jesse Mike
Executive Office Building #1-2636
Window Rock Blvd.
Window Rock, AZ 86515

MAIL TO: Navajo Nation Department of Fish and Wildlife
Attention: Jesse Mike
P.O. Box 1480
Window Rock, AZ 86515

RETURN ALL PROPOSALS CLEARLY MARKED:

**“DO NOT OPEN - RSQ No. 23-04-2017GC
SEED BANK AND GREENHOUSE DESIGN-BUILD PROJECT”**

The Navajo Natural Heritage Program/Navajo Nation Department of Fish and Wildlife reserves the right to reject any or all statements and to waive any informality in the statements received whenever such rejection or waiver is in the best interest of the Program.

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I. INTRODUCTION

A. PURPOSE OF RSQ AND SUMMARY SCOPE OF WORK

The Navajo Natural Heritage Program under the Navajo Nation Department of Fish and Wildlife is requesting statement of qualifications for professional Design-Build services for an approximately 3,000-4,000 ft² seed bank and greenhouse facility (we are open to changes of size and design). The scope of work will include the design, site plan development, Construction Documents (CD)/Project manual, build-cost documents, full construction, and furnishing for a seed bank building with attached greenhouse. This Design-Build project will be completed at the Navajo Nation Zoo grounds in Window Rock AZ. Specific objectives and other important design considerations are described further in Section IV-Detailed Scope of Work. All parties submitting statements (hereafter referred to offerors) are encouraged to review this request for qualifications (hereafter referred to as Request for Statement of Qualifications or RSQ) carefully for mandatory requirements.

B. LEAD AGENCY CONTACT

Any inquiries or requests regarding the RSQ, scope, or procedures should be submitted in writing to the Lead Agency's Project Manager listed below. Offerors may contact ONLY the Program Manager, inquiries and requests made to other staff will not be responded to. All responses will be distributed via email to all potential offerors who receive a copy of this Request for Statement of Qualifications (RSQ).

Jesse Mike, Forester/Project Manager
Navajo Natural Heritage Program
Navajo Department of Fish and Wildlife
P.O. Box 1480
Window Rock, AZ 86515

Telephone: (928) 729-4236
Email: jmike@nndfw.org

II. CONDITIONS GOVERNING THE PROCUREMENT

This section of the RSQ outlines and describes the major events of the Selection Process and specifies general requirements.

A. SEQUENCE OF EVENTS

1. **Issue RSQ April 27, 2023** – This RSQ is issued by the Project Manager on behalf of Navajo Nation Dept. of Fish and Wildlife (NNDFW), in accordance with Navajo Nation Laws. NNDFW is the only organization authorized to make copies or distribute this RFP.
2. **Acknowledgment of Receipt and Deadline to Submit Questions May 4, 2023** - Potential offerors may contact Jesse Mike (jmike@nndfw.org) by e-mail in order to acknowledge receipt of the RSQ and to be included on the procurement distribution list. Prospective offerors are encouraged to email any questions or clarifications about the scope of the project or the RSQ schedule. All responses to questions will be distributed to the procurement distribution list. Include the e-mail address of the individual appointed to receive the question responses.

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3. **Response to written Questions and RSQ Amendments May 8, 2023** - Response to written questions and any RSQ amendments will be distributed via e-mail to all potential offerors whose organization name appears on the procurement distribution list according to the deadline.
4. **Submission of Statements** – A statement RECEIVED AFTER THE DEADLINE IS NON-RESPONSIVE. All offeror statements must be received for review and evaluation, no later than **5:00 p.m. Mountain Daylight Time (MDT) on May 17, 2023.** Statements received after this deadline will not be accepted. Offerors who are mailing their statements should allow sufficient time for mail delivery to ensure receipt by the time specified. The date and time will be recorded on each statement. Statements must be addressed and delivered to Navajo Nation Division of Natural Resources, Attention: Jesse Mike, Executive Office Building #1-2636 Window Rock Blvd., Window Rock, AZ 86515; or mailed to the Navajo Nation Department of Fish and Wildlife, Attention: Jesse Mike, P.O. Box 1480, Window Rock, AZ 86515. Statements must be sealed and labeled on the outside of the package to clearly indicate: “DO NOT OPEN – RSQ No. 23-04-2017GC SEED BANK AND GREENHOUSE DESIGN-BUILD PROJECT”. Statements by facsimile or any other method will not be accepted.
5. **Statement Evaluation May 19, 2023** – The Selection Committee will review each offeror’s statement as outlined in Section V. of this RSQ.
6. **Notice of Award May 19, 2023**
7. **Contract Negotiation** – The Program Manager, Project Manager, and the successful Offeror will begin contract negotiations with the highest ranked firm as soon as possible after notice of award. Actual fees shall be negotiated based upon specific scope of services, and reimbursable, specific contractor requirements. If agreement on terms can be reached, the Project Manager shall assemble the contract package for approval. If the agreement cannot be reached within reasonable times the Program Manager shall terminate negotiations with the highest ranked firm, and begin negotiations with the next firm on the ranking list. This process will continue until a contract has been negotiated with one of the firms on the ranking list. If a contract cannot be negotiated, the Project Manager may choose to negotiate with other qualified proposers graded by the committee or to terminate negotiations.

B. GENERAL REQUIREMENTS

The General Requirements section contains specific information about the process, general conditions, and instructions, which govern this procurement.

1. **Protests** – Any offeror who is aggrieved in connection with the award of a contract must first resolve their protest with Navajo Fish and Wildlife. If no resolution is obtained, the offeror may protest to the Navajo Nation’s Business Regulatory Department. The protest must be submitted in writing within fifteen (15) calendar days after knowledge of the facts or occurrences giving rise to the protest to: Navajo Business Regulatory Department; P.O. Box 663; Window Rock, Arizona 86515; Phone number: (928) 871-6714 or 6718.

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2. Protests must include the name and address of the protestant, the solicitation number, and a statement of grounds for protest, including appropriate supporting exhibits. Protests received after the deadline will not be accepted.
3. Incurring Cost – Any cost incurred by the offeror in preparation, transmittal, or presentation of any Statement or material submitted in response to this RSQ shall be borne solely by the offeror.
4. License Requirements: Offeror(s) must be licensed within the State of Arizona.
5. Amended Statements – An offeror may submit an amended statement before the deadline for receipt of statements. Such amended statements must be the complete replacements for a previously submitted statement and must be clearly identified as such in the transmittal letter. The program manager will not collate or assemble statement materials.
6. Power of Navajo Department of Fish and Wildlife – The Navajo Department of Fish and Wildlife reserves the right to reject an offer from any offeror who has previously failed to perform properly, has caused the Department to incur unreasonable costs or expense, failed to complete on time an agreement of a similar nature, or who is not in a position to perform the work governed by this RSQ.
7. Offerors Right to Withdraw Statement – Offerors will be allowed to withdraw their statements at any time, prior to the deadline for receipt of statements. The Offeror must submit a written withdrawal request signed by the Offerors duly authorized representative addressed to the Architect/Project Manager. The approval or denial of withdrawal requests received after the deadline for receipt of statements is at the discretion of the Program Manager.
8. Disclosure of Statement Contents – The content of statements will be kept confidential until the Program Manager has issued the written notice of a contract award. At that time, all statements will be opened to the public, except for the material, which has been previously noted and deemed as proprietary or confidential.
9. Confidentiality – Confidential data is normally restricted to confidential financial information concerning the offerors organization and data that qualifies as trade secrets. Any pages of a statement on which the offeror has stamped or imprinted “proprietary” or “confidential” must be readily separable from the Statement in order to facilitate public inspection of the non-confidential portion of the Statement.
10. Termination – This RSQ may be canceled at any time and any and all statements may be rejected in whole or in part when the Program Manager determines such action to be in the best interest of the Navajo Department of Fish and Wildlife.
11. Sufficient Appropriation – Any contract awarded as a result of this RSQ process may be terminated if insufficient appropriations or authorizations do not exist. Sending written notice to the consultant will affect such termination. The Owner’s decision as to whether sufficient appropriations and authorization are available is in the sole discretion of the Owner and shall be final and binding upon the contractor. If the determination is made that there is insufficient funding to continue or finalize a project, the consultant will be compensated to the level of effort performed, as authorized by the Program Manager prior to that determination.

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12. Acceptance of Conditions Governing the Procurement – Offerors must indicate their acceptance of the Conditions Governing the Procurement, Section II, in the letter of transmittal. Submission of a statement constitutes acceptance of all conditions contained herein including evaluation factors contained in Section V.
13. Standard Form of Agreement Between Owner and Design-Builder – The contract between the Navajo Department of Fish and Wildlife and the Design-Build Firm will follow the format specified by the Project Manager and contain the terms and conditions set forth in Section II. However, the Owner reserves the right to negotiate with a successful offeror provision in addition to those contained in this RSQ. The contents of this RSQ, as revised and/or supplements and the successful offeror's statement will be incorporated into and become part of the Contract.
14. Offeror Qualifications – The Selection Committee may make such investigations as necessary to determine the ability of the offeror to adhere to the requirements specified within this RSQ. The Selection Committee will reject the statement of any offeror who is not a responsible offeror and fails to submit a responsive offer.
15. Right to Waive Minor Irregularities – The Selection Committee reserves the right to waive minor irregularities. The Selection Committee also reserves the right to waive mandatory requirements provided that all of the otherwise responsive statements fail to meet the same mandatory requirements and the failure to do so does not otherwise materially affect the procurement. This right is at the sole discretion of the Selection Committee.
16. Notice – The Navajo Nation Ethics in Government Law imposes penalties for bribes, gratuities and kickbacks.
17. Release of Information – Only the Program Manager is authorized to release information about the project covered by this RSQ. The Offerors must refer to the owner any request to release any information that pertains to the work or activities covered by any action or award related to this RSQ.
18. Ownership of Documents – The drawings, specifications, CAD Files and other project documents are the property of the Owner. The contract has certain requirements as to the rights and responsibilities of the Owner and Design-Build Firm. Record Drawings, and documents, are to be delivered to the Owner.
19. Insurance
 - a. The Design-Build Firm shall procure and maintain, during the life of this Contract, Workers Compensation, Commercial General Liability, Business Automobile Liability, and Professional Liability Insurance policies including Errors and Omission Insurance. All insurance documents must include a provision for 30 days written notification to the Project Manager, if a policy has been materially changed or canceled. The Navajo Department of Fish and Wildlife shall be insured and will be written on an occurrence form, and shall provide limits as follows:

Workers Compensation

Statutory

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EMPLOYERS LIABILITY	\$1,000,000.00
Commercial General Liability	
Bodily Injury/Property Damage:	\$1,000,000.00 Each Occurrence \$2,000,000.00 Aggregate
Products/Completed Operations:	\$1,000,000.00 Each Occurrence \$2,000,000.00 Aggregate
Pollution Legal Liability	\$1,000,000.00 Each Occurrence
Business Automobile Liability	
Combined Single Limit:	\$1,000,000.00 Each Occurrence
Business Automobile Liability Insurance shall include coverage for use of all owned, non-owned and hired automobiles and vehicles:	
Independent Contractors:	Included
Contractual Liability:	Included
Errors and Omissions:	\$1,000,000.00 Aggregate
Professional Liability:	\$1,000,000.00 Each Occurrence

The selected Design-Build Firm or “offeror” shall furnish one copy each of Certificates of Insurance herein required for each copy of the Agreement, which shall specifically set forth evidence of all coverage required. If such limits are higher than the minimum limits required by the Navajo Department of Fish and Wildlife, such limits shall be certified and shall apply to the coverage afforded the Navajo Department of Fish and Wildlife under the terms and conditions of the contract as though required and set forth in the contract. The Contractor shall furnish to the Navajo Department of Fish and Wildlife copies of any endorsement that are subsequently issued amending coverage or limits.

- b. **Approval of Insurance:** Even though a “Notice to Proceed” may have been given by the NN Capital Projects Management Department (NNCPM)/Navajo Department of Fish and Wildlife, the Design-Build Firm shall not begin work under this Contract, or solicitation until the required insurance has been obtained and the proper Certificate of Insurance (or insurance policies) has been filed with the Capital Projects Management Department. Neither approval nor failure to approve certificates, policies, or insurance by the Navajo Department of Fish and Wildlife shall relieve the Design-Build Firm or subconsultant(s) of full responsibility to maintain the required insurance in full force and effect.
- c. **Increased Limits:** If, during the life of this Contract or solicitation, maximum limits of the liability required under the Tort Claims Act increase, the Navajo Department of Fish and

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Wildlife may require the successful Design-Build Firm to increase the maximum limits of any insurance required herein. In the event that the successful Engineer is required to increase the limits of such insurance, an appropriate adjustment in the Contract amount will be made.

20. Proof of licensing – If the services proposed are ones for which licensure by the State of Arizona or another agency is required, state license or membership number (e.g., Professional Architect, Engineer number shall be provided.
21. Applicable Laws – The laws of the Navajo Nation shall govern this procurement and any agreement that may result from this procurement with applicable provisions from the State of Arizona and Federal Laws.

III. RESPONSIVE FORMAT AND ORGANIZATION

This section describes the format and organization of the offeror's responses. Failure to conform to these guidelines may result in the disqualification.

1. NUMBER OF RESPONSES - Offerors may submit only one (1) statement of qualifications.
2. NUMBER OF COPIES - Offerors shall deliver five (5) identical copies of their statement, to the location specified in Section II.A.4 on or before the closing date and time for receipt of statements. The Selection Committee will not collate, merge, or otherwise manipulate the offeror's statements.
3. STATEMENT FORMAT - All statements must be typewritten on standard 8 ½ x 11 papers. The statement must be limited in format and length. All foldout sheets, up to a maximum of 11" x 17" will be counted as two (2) pages and shall be labeled as such. Length of the statement shall be limited to maximum of thirty (30) pages (printed sheet faces) of text and/or graphic material. Tab sheets will not be included as part of the thirty (30) page limitation.
4. STATEMENT ORGANIZATION - The Statement must be organized and indexed in the following format and must contain, as a minimum, all listed items in the sequence indicated.
 - Letter of Submittal
 - Response to statement requirements (Section V)

Statements deemed non-conforming by the Selection Committee in regard to format may be considered non-responsive and may result in disqualification of the statement. Offerors shall contact the Project Manager to clarify any questions concerning format prior to submission.

IV. DETAILED SCOPE OF WORK

A. PROJECT DESCRIPTION

The Navajo Natural Heritage Program under the Navajo Nation Dept. of Fish and Wildlife is seeking to design and construct a seed bank and greenhouse facility to serve as headquarters for the Diné Native Plants Program (DNPP). The mission of the DNPP is to *“serve as a living library of native plants for*

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restoration, conservation, and research and to provide Diné people with access to locally-sourced high-quality plants for the benefit of the community, culture, wildlife, and land.” The purpose of this facility is to provide a secure, permanent location for processing and long-term storage of native seeds to be used in future re-vegetation and ecological restoration on the Navajo Nation. The seed bank and greenhouse will also provide space for community and professional workshops about the importance of native plants, native plant identification/seed collection/propagation, and traditional uses of native plants. Our proposed design for the facility consists of the following components (final size and orientation will likely change based on budget and consultation with architect):

1. **Seed Bank** - Approximately 1,700 ft² of workspace consisting of a Seed lab/classroom and Office with tables, desks, cabinetry, equipment storage, counter space, electrical outlets, etc.; a walk-in, cold seed storage room with shelving; and ADA compliant unisex restroom; potting room with cabinetry, equipment storage, counter space, electrical outlets, etc. in addition to an industrial sink and water filtration/injector system to supply attached greenhouse irrigation (See **Exhibit A** for the proposed schematic and desired equipment, we are open to changes in size and design).
2. **Greenhouse** – Approximately 1,300 ft², attached greenhouse with cooling/heating/air circulation system (See **Exhibit A** for prefabricated option) and growing tables. The shared wall needs to be constructed of a material type and dimension to aide in passive heating/cooling of the facility. The facility will be oriented with the workspace to the north and greenhouse facing south.
3. **Shade house** – Approximately 1,000 ft² open-air, shade house with 50% sun exclusion and mulch or gravel floor.
4. **Storage** – 200 ft² external equipment storage (shovels, rakes, etc.; prefabricated shed acceptable).
5. **Septic system** – The facility will need a septic system and leach field of sufficient size to accommodate 4-5 permanent employees.
6. **Sidewalk** – The proposed site of the facility has an existing pedestrian sidewalk that will need to re-routed around the structure (**See Exhibit B**).

The facilities must be on a concrete foundation poured by the contractor, and as energy/water efficient as possible with building materials selected accordingly (final building material will be selected after discussion with the contractor). The facility must rely solely on electricity; there is no option for propane or natural gas. This includes estimated 100,000 BTU heater(s) for the greenhouse. The outside of the building will be finished in order to compliment the aesthetic of existing zoo infrastructure. A facility similar to what we envision is located at the Grand Canyon, more information about this building can be found at: <https://www.grandcanyon.org/our-work/success-stories/greenhouse-at-south-rim/>

B. PROJECT LOCATION/SITE DESCRIPTION

The seed bank and greenhouse will be entirely contained within the Navajo Zoo grounds in Window Rock, AZ (35.666227, -109.049309). The site is currently within an existing parcel of Navajo-tribally withdrawn land known as the Tse Bonito Tribal Park with known utilities within the area which has been

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developed. This site was withdrawn from Trust Land in 1963 to serve as Administrative Reserve for the Navajo Nation. The entirety of the Navajo Zoo exists within Tse Bonito Tribal Park. The designated building site is approximately 0.15 acres (See **Exhibit B** for details) and is limited by an owl exhibit to the north, zoo access road/eagle aviary foundation to the east, stage/canopy to the south, and access road to the west.

C. D/B SCOPE OF SERVICES REQUESTED

The selected Firm will be required to provide professional expertise on all matters pertaining to the building construction and site design project. The selected firm shall have demonstrated a successful history in the concept, design, planning, and construction of facilities with a history of close team and agency coordination across many disciplines and include individuals with the following specialties (One person or firm may fulfill more than one specialization):

- Civil Engineer specializing in sustainable community infrastructure and water, wastewater, and utility relocation.
- Geotechnical Engineer to provide preliminary geotechnical/geological assessment of the site, and preliminary engineering recommendations to address geologic hazards that should be considered in the site plan, and preliminary recommendations to support the planning effort for site infrastructure and other planning efforts on the project.
- The project requires direct coordination with Navajo Department of Fish and Wildlife and Navajo Nation Capital Projects Management Department (NNCPM), which will include progress meetings and status summaries in the form of progress reports.
- Progress meetings will occur on a monthly basis throughout the duration of the project. These meetings will be held to maintain project objectives, present project completion updates, and provide opportunities for third party consultant and Navajo Department of Fish and Wildlife and NNCPM reviews.
- Full construction services.

The following tasks will be associated with this project:

1. Task: Initial Project Vision

Develop a clear vision of the project and identify the issues facing the development of the seed bank and greenhouse. This will include formulating project goals and objectives that help guide the successful completion of the job. Development of a proposed vision statement and proposed goals and objectives will be used to provide direction for preparation of the Site Plan. Cultural, historic and topographical elements will need to be incorporated into the Project Vision.

2. Task: Infrastructure System

The Design-Build Firm will also be responsible for determining the appropriate level of rural infrastructure that will be required on the site. NNCPM will provide as-built information (as requested), so that the Firm may determine the best solution for infrastructure provisions. The Design-Build Firm will be expected to work with local utilities to determine how to provide the area with necessary utilities (such as appropriate power, domestic water and sewer, high speed internet (T1 or higher), through the following studies:

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- I. Identification of off-site dry and wet utilities
- II. Comprehensive Drainage Study
- III. Geotechnical/Geologic Study
- IV. Determine Site Access
- V. Environmental Overview
- VI. Site Constraints and Opportunities
- VII. If Any, Existing Building Assessments
- VIII. Tribal Government Space Planning Needs

3. Task: Site Plan Development

The Design-Build Firm will incorporate NNCPM and NNHP/NNDFW guidance to create a preliminary Master Site Plan options that lay out the potential structure, pedestrian patterns, and landscaping that would be necessary to develop a successful seed bank and greenhouse facility.

4. Task: Permitting & Fee Requirements

The offeror must demonstrate their knowledge of environmental, permitting and fee requirements to include but not be limited to the:

- a. Navajo Nation EPA
- b. Navajo Nation Water Management Branch
- c. Navajo Nation Division of Natural Resources
- d. Navajo Tribal Utility Authority (NTUA)
- e. Frontier Communications
- f. Navajo Nation Department of Information Technology

During the design of this project, the Navajo Department of Fish and Wildlife may be required to submit documents to each agency for various reasons. The construction contract documents will need to include clauses indicating any reporting, permit and fee requirements that may be applicable to the selected construction contractor.

5. Task: Construction of facility

Following development of the site plan and building design the Design-Build Firm will carry out the full construction of the seed bank and greenhouse as planned. This will include, but not limited to, the foundation, interior and external structures, assembly of greenhouse components, and all necessary water/electrical utilities.

D. PROJECT TIMELINE

The Navajo Department of Fish and Wildlife is under a tight deadline to complete this project. Consequently, it is important to complete the design, site planning, and construction as quickly as possible. The Navajo Department of Fish and Wildlife expects the consultant to complete the site plan, building design, and complete construction within nine to twelve (9-12) months.

V. SUBMITTAL REQUIREMENTS/EVALUATION

A. STATEMENT OF QUALIFICATION GUIDELINES

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The following guidelines shall be adhered to by offerors for consideration in the selection process of firms or individuals to perform professional services for the project described. Statements, which do not include ALL of the listed information will be considered incomplete and non-responsive and will not be considered by the selection committee.

B. MANDATORY SUBMITTAL REQUIREMENTS

Submittal Letter – Statements must be accompanied by a submittal letter. The submittal letter must:

1. Identify the submitting business. State the name and address of the organization's firm or office. Indicate organizational structure (individual, partnership or public, profit or non-profit). Subconsultant(s) if any must be identified in a similar manner;
2. Identify the name and title of the person(s) authorized by the company to contractually obligate the business for the purpose of this RSQ;
3. Identify the names, titles, and telephone numbers of persons to be contacted for clarification questions regarding this RSQ;
4. Explicitly indicate acceptance of the Conditions Governing the Procurement stated in Sections II of this RSQ;
5. Be executed (signed) by a person authorized to contractually obligate the offeror;
6. Contain a statement indicating a commitment to comply and act in accordance with the following:
 - Navajo Nation Law relating to the enforcement of civil rights and *the Navajo Nation Business Opportunity Act – Title V; the Navajo Nation Corporation Act – Title 5, Chapter 19; and, the Navajo Nation Preference In Employment Act – Title 15, Chapter 7.*
 - Federal Code, title, USCA 7152, Sub-chapter 11, Anti-discrimination in Employment;
 - Executive Order No. 11246, Equal Opportunity in Federal Employment;
 - Title 6, Civil Rights Act of 1964;
 - Requirements of the Americans with Disabilities Act of 1990 (*latest edition*) for work Performed as a result of this RSQ.
7. Certify to the best of their knowledge and belief that the offeror, the firm, or any of its principals are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any federal agency or Indian tribe. The offeror will also certify they have not, within a three-year period preceding this RSQ, been convicted of or had a civil judgment rendered against them for:
 - *Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, local or tribal) contract or subcontract;*
 - *Violation of federal or state antitrust statutes relating to the submission of offers;*
 - *Commission of embezzlement, theft, forgery, bribery, falsifications or destruction of records, making false statements, and are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in this provision.*
 - *The offeror certifies they have not, within a three-year period preceding this RSQ, had one or more contracts terminated for default by a federal, state, local or tribal agency.*

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8. Include Proof of licensing (According to Sections II.B.)
9. Include Proof of Insurance (According to Section II.B.)

If there are any questions as to the appropriate content of the letter, contact the Project Manager for clarification. Content will be checked and verified when the statements are submitted. Information determined to be inaccurate by the Department Manager will be confirmed with the Offeror and corrected as necessary, prior to scoring by the Selection Committee.

C. EVALUATION CRITERIA

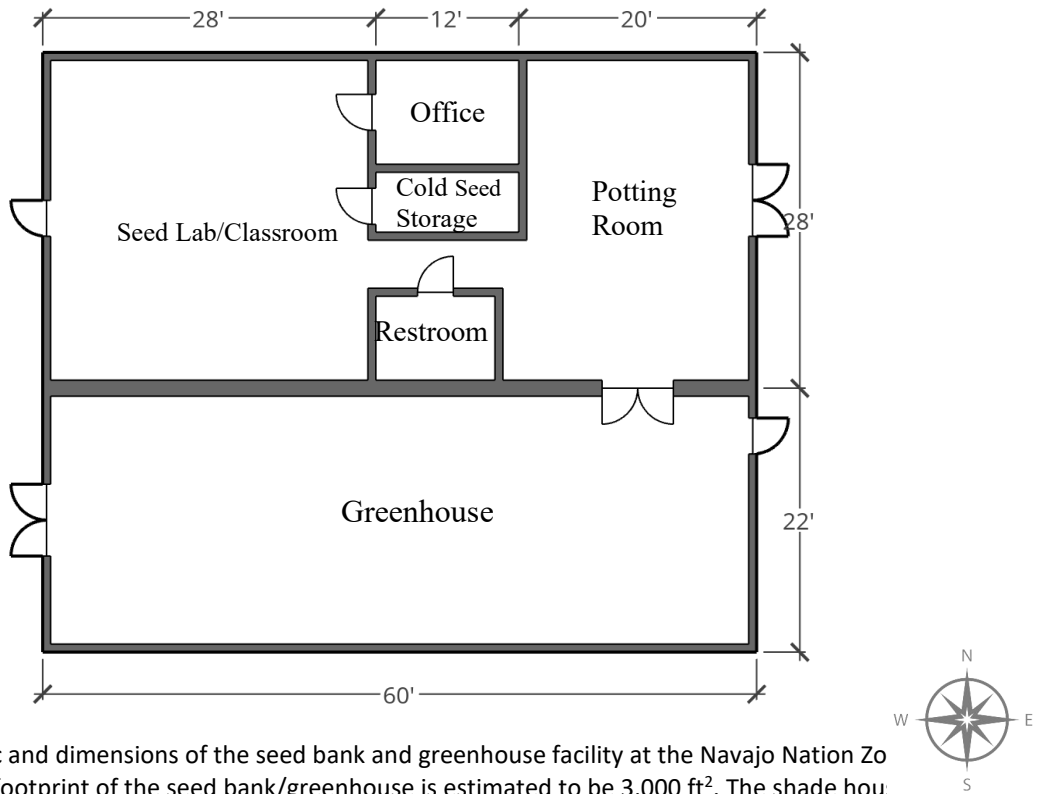
Selection will be based on the offeror's qualifications for the design and construction of the seed lab and greenhouse facility. A maximum total of 100 points are possible in scoring each statement. Only those statements scoring 75 points or greater will be considered for selection. A brief explanation of each evaluation category is listed below. Information in one category may overlap information in other categories as addressed in Section IV Detailed Scope of Work. The evaluation criteria to be used for the purpose of selection by the Selection Committee for the Statement and the corresponding point values for each criterion are as follows:

1. **Design-Build Capability:** Demonstrate the offerors ability to design and build the purposed facility as efficiently as possible, while ensuring a high-quality building that is able to function with its intended purpose. In-house architectural and construction services are preferred or demonstrate ability to efficiently subcontract required services. - **20 POINTS**
2. **Prior successful master site planning, building design, and construction experience:** 10 years specialized experience and competence in master planning studies, building designs, and implementation with respect the cultural surroundings within tribal lands. Experience with energy efficient, passive solar design, and sustainable building preferred. Demonstrated ability for interaction, consultation, involvement and working with the stakeholders: Department of Fish and Wildlife, Navajo Nation Zoo, and Community. List a minimum of three (3) projects completed by your firm that best represents a similar scope, program and complexity. Please include:
 - Completion Date
 - Name and Location
 - Budget
 - Graphic Description
 - Photographs (2-3)
 - Change Order Percentage
 - Owner Representative - **References must be included. – 20 POINTS**
3. **Availability / Location:** Proximity to or familiarity with the area, site, and its People (including culture) in which the project is located. Demonstrate through narrative, graphics or maps the firm's ability to respond quickly to on and off-site requirements for design, construction and administration of the project. Indicate previous knowledge or experience regarding the design of Tribal Facilities and the project location, any current work or associated consultants who could enhance the firm's ability to provide timely responses or special expertise to project needs. - **20 POINTS**

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4. **Staff Experience and Team Qualifications:** 10 years specialized design and technical competence of the business, including sub-consultant(s) regarding the type of services required. Experience with energy efficient, passive solar design, and sustainable building is preferred. Provide information about the team's specific technical experience with similar projects that demonstrates competence to successfully complete the project, including construction drawings, quality assurances and construction administration experience. Clearly indicate the proposed organization team chart to include but not be limited to the Project Manager, Project Architect/Engineer, Supplemental Design Team and sub-consultants. - **15 POINTS**
5. **Schedule:** Indicate proposed work schedules and milestones, with completion methods and strategies to meet 9–12-month project timeline. Indicate the volume of work currently under contract and the ability to complete this project within the timeline. Emphasis on the offeror(s) resources shall be carefully considered. - **10 POINTS**
6. **Understanding of the Scope of Work:** Evidence of understanding the scope of work, the site, and existing conditions. Describe in detail the anticipated scope of work for the project. Include information about the anticipated master site plan design and components, project site, AND project administration. The Statement should demonstrate competent knowledge of project constraints as well as any applicable discussion of possible options for design approaches or techniques. Offeror should provide details concerning any project parameters that may affect design decisions, concept approaches or design philosophies. - **10 POINTS**
7. **Financial and Company Stability, Backlog and Employment Resources:** - **5 POINTS**

EXHIBIT A– DRAFT SCHEMATIC AND DIMENSIONS OF SEED BANK/GREENHOUSE



Proposed schematic and dimensions of the seed bank and greenhouse facility at the Navajo Nation Zo Rock, AZ. The total footprint of the seed bank/greenhouse is estimated to be 3,000 ft². The shade hou an additional 1000 ft² and external storage 200 ft².

Items to be purchased by the contractor in addition to construction of the facility. This is not a final or comprehensive list, but is meant to give potential offeror a general idea of the items required in the facility.	
Item	Notes
Tables (2)	At least 6' x 3'
Stool/chairs (15)	3 desk chairs, 4 stools, and 8 table chairs.
Desks (3)	
Lab counter/cabinetry/shelving	~20' of lab style counters with cabinetry beneath and shelves above.
Seed drying shelving	Simple, for seed lab and cold storage.
Credenza	
Book shelves (2)	
CoolBot and A/C unit	For cold seed storage room. https://www.storeitcold.com/
Stainless steel work table/shelving	Work table with shelving above and below.
Soil mixing bay	4'x4'. Custom build, wooden.
Industrial sink	With gooseneck pre-rinse faucet attachment and emergency eyewash station.
Injection system (Dosatron)	Add acid and other nutrients to water system for irrigating plants.
Greenhouse swamp cooler/inlet shutters	15' evaporative cooling system with 3, 48" inlet shutters.
Exhaust fans (2)	Included with greenhouse kit. 2 x 30" exhaust fans (based on estimate for 1,200 SF greenhouse).
Greenhouse grow tables (36)	Plastic, sold individually 8' x 2'.

SEED BANK AND GREENHOUSE DESIGN-BUILD PROJECT- RSQ

Lean-to greenhouse	20' x 60' in schematic. Prefabricated kits available, however not in these exact dimensions. Vendors will work with you to customize dimensions.
Greenhouse heaters (2)	Electric heaters totaling 100,000 BTU (based on estimate for 1,200 SF greenhouse).



Senior Lean-to Teaching Package

CG-TP-SNLT1548

\$28,869.00

SIZE

12 ft. x 24 ft.

12 ft. x 36 ft.

15 ft. x 24 ft.

15 ft. x 36 ft.

15 ft. x 48 ft.

AMOUNT

EA/1

QUANTITY

- 1 +

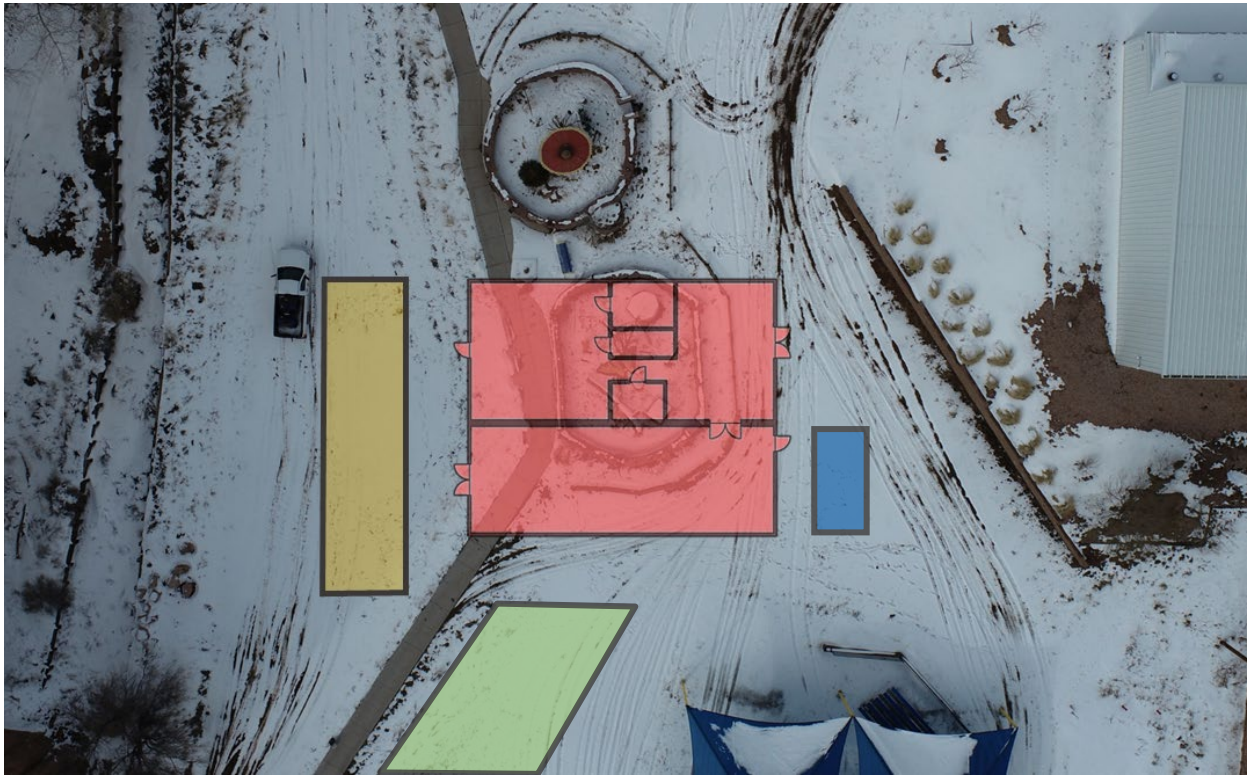
Free sitewide shipping over \$99*

Prefabricated, lean-to style greenhouse (Sold by the Greenhouse Megastore, dimensions 15ft x 48ft, \$28,869 estimated cost, above) as a potential option for attached greenhouse portion of facility.

EXHIBIT B—PROJECT LOCATION/SITE DESCRIPTION



Building site at Navajo Nation Zoo in Window Rock, AZ (35.666227, -109.049309).



Overview of building site with proposed size and orientation of seed bank/greenhouse (red), shade house structure (yellow), storage (blue), and leach field (green). Note the existing sidewalk that will need to be re-routed.