

NAVAJO NATION DIVISION OF HEALTH

*Navajo Food Distribution Programs requesting Bids for Seven (7) 2024/2025 CES/ Inland
Kenworth T280 26K GVWR Reefer Truck*

RFP BID NO.: **24-01-3213LE**
BID OPENING DATE: 1/08/2024 @ 8:00 AM
DUE DATE: 2/16/2024 @ 5:00 PM

Description: The Navajo Food Distribution Program is in need of Seven (7), 2024/2025 CES/
Inland Kenworth T280 26K GVWR Reefer Truck

Contact Person: Kyle Rockbridge, Senior Budget Analyst
Email: kyle.rockbridge@navajo-nsn.gov
Phone: 928-871-6760 or 928-871-6429

RETURN ENCLOSED BIDS CLEARLY MARKED TO:

**DO NOT OPEN: BID RFP# 24-01-3213LE- Navajo Food Distribution Program Requesting
for Bids for Seven (7) 2024/2025 CES/ Inland Kenworth T280 26K GVWR Reefer Truck**

Proposal/ BID will include:

- 1. Most Recent W-9 and a Navajo Nation Debarment form, Proof of Insurance Coverage**
- 2. Any and all information on services to be provided.**
- 3. Business name and Priority Status (if applicable) on proposal envelope.**

ALL Proposals are to be fully completed and submitted through the Mail.

Mailing Address: Navajo Department of Health
Attn: Navajo Food Distribution
Po Box 1390
Window Rock, AZ 86515

Emailed to: kyle.rockbridge@navajo-nsn.gov

Proposals are Due on February 16, 2024 at 5:00 PM MST

Instruction for Bidders

A. Issuing Office:

(RFP) is issued by: Navajo Food Distribution Program.

Physical Address: Administration Bldg. 2 - #2296/ Window Rock Blvd
Window Rock, AZ 86515

Mailing Address: Navajo Department of Health
Attn: Food Distribution Program
PO Box 1390,
Window Rock, AZ 86515

B. Inquires:

Prospective proposals may make telephone or written inquiries concerning the RFP to obtain clarification or requirements. NO inquiries will be accepted after the inquiry deadline of February 16, 2024 at 5 PM, as stated in section B.

1. Email to NN Food Distribution Central Office

- a. **Kyle Rockbridge, Sr Budget Analyst:**
kyle.rockbridge@navajo-nsn.gov
- b. **Claudeen Tallwood, Program Manager**
ctallwood@navajo-nsn.gov
- c. **Lyle Silversmith, Warehouse Supervisor**
lsilversmith@navajo-nsn.gov

C. Addendum of Supplement to this Request for Proposal:

In the event that it becomes necessary to revise any part of the RFP, an addendum will be issued.

D. Proposals Submission:

Proposals must be received on or before 5 PM on Friday, February 16, 2024. Contractors will be required to mail in Proposals. Contractors whom choose to mail in proposal please allow sufficient time for delivery. To ensure delivery is made before due date. If mailed, it is recommended that proposals be sent by certified mail to address indicated on the cover sheet of the RFP.

FOUR (4) copies of the Proposals are required:

The original and three copies must be delivered in a sealed envelope. The outside should be clearly marked with the “**Navajo Food Distribution Program Requesting for Bids for SEVEN (7), 2024/2025 CES/ Inland Kenworth T280 26K GVWR Reefer Truck**”, BID Number **(24-01-3213LE)** DO NOT OPEN, and *the name and address if the firm submitting the proposal*. Cost proposals to be sealed in a separate Envelope.

Late Receipt of Proposals: Late Proposals will NOT be accepted. It is the responsibility of the proposer to ensure that the proposal arrives at the Navajo Food Distribution Program Central office in Window Rock, AZ, prior to date and time specified.

- E. **Rejection of Proposals:** The Navajo Food Distribution Program will reserve the right to reject any or all proposals and to waive informalities and minor irregularities in proposals received.
- F. **Proprietary Information:** Any restrictions on the use of data contained within any proposals must be clearly stated in the proposal itself. Proprietary information submitted in response to this RFP will be handled in accordance with applicable purchasing procedures. Each and every page of the proprietary material must be labeled or identified with the word “Proprietary”.
- G. **Response Material Ownership:** All material submitted regarding this, RFP shall become property of the Navajo Nation and will not be returned to the business. Responses received will be retained by the Purchasing Services Department and may be reviewed by any person after final selection has been made, subject to paragraph G above. The Purchasing Services Department has the right to use any and all system ideas presented in reply RFP, subject to limitation in paragraph I (Below) Disqualification or non-selection of a proposal or BID does not eliminate this right.
- H. **Special Instruction:** Offerors are to visibly make the outside of proposal package regarding the offeror’s priority status under Navajo Business Opportunity Act. If you have any question’s please call Navajo Business Regulatory at (928) 871-6544.
- I. **Incurring Costs:** The Navajo Nation Purchasing Services Department and Navajo Food Distribution Program is not liable for any cost incurred by the proposal prior to issuance of a contract.

Respondent Requirements:

Navajo Food Distribution program is seeking Proposals for Seven (7), 2024/2025 CES/ Inland Kenworth T280 26K GVWR Reefer Truck. Each unit will meet all federal and state specifications. The specifics will be exactly or close to the specification listed one Specifications requiring.

All respondents should be licensed and certified to conduct business in both Arizona and New Mexico. The respondent must be able to meet the minimum services that are requested in the scope of work, which will describe in detail all the services that will be required for the Navajo Nation Food Distribution Program, Warehouses.

Scope of Work:

The contractor shall be able to provide the Food Distribution Program with fair competitive pricing. The contractor will ensure that a service contract for maintenance is also considered. Then contract will coincide with the Navajo Nations fiscal year starting October and ending in September. Delivery will be included in the request for the Bid.

Food Distribution will be contacted should the vendor submitting the bid need additional information or wishes to make modifications to the specs for the reefer trucks.

Work:

1. Contractor will provide competitive bid to include delivery.
2. Contractor will comply with all industry standards.
3. Contractor will provide an adequate timeframe from start to finish the completion of our Food Distribution truck.
4. Contractor will also establish a maintenance contract with Navajo Food distribution for regular servicing and inspection of the truck yearly. Coinciding with the Navajo Nation Fiscal year of October.
5. Contractor will provide a user manual to the Reefer truck unit.
6. Must comply with all Federal and state Regulations.

Payments:

- a. Invoice will be provided to the onsite Warehouse Supervisor and an email copy will be sent to Navajo Food Distribution Program Budget Analyst at kyle.rockbridge@navajo-nsn.gov.
- b. Understand that additional Food Distribution Warehouses and facilities maybe operational or closed as needed during the contract period.
- c. Ensure service costs such as labor, travel time, milage, parts, and supplies are reasonable and are for the work completed for food distribution.

- d. All invoices should include the 6% Navajo Nation tax and 7 % for Tuba City, Arizona.
- e. Contract is subject to available funding.

All Services shall be coordinated with the Navajo Nation Food Distribution Program Warehouse supervisor of the site being assessed and the NN FDP Program Manager.

Any and all questions should be sent to Navajo Food Distribution Program Manager Claudeen Tallwood at ctallwood@navajo-nsn.gov.

Navajo Nation Business Regulatory Policies and Regulations will apply and Navajo Nation Procurement Policies and Regulations will be enforced.

Navajo Nation Business Regulatory can be reached at (928)871-7362 and Navajo Nation Purchasing Department can be reached at (928)871-6316, to answer any questions about these policies.

Background of Equipment currently utilized:

Currently the Navajo Food distribution program Operates utilizing Semitrucks. The units we have are from the early 2000’s. Our trucks were beneficial, when our register clientele numbered in 10,000’s. However, due to improving economic conditions our clientele decreased. These trucks will be used to deliver commodities to chapters for our Food Distribution Tailgate events. This will be the primary used to travel on highways.

Specifications requiring:

Truck Brand: 2024/2025 CES/ Inland Kenworth T280 26K GVWR Reefer Truck

Application- General Freight	Restrictions-Length (ft.)	120
	Width(in.)	102
	Height (ft.)	13.5
	Chassis-Front Axle Load (lbs.)	10000
	Rear Axle Load (lbs.)	16000
	G.C.W. (lbs.)	26000
Road Conditions-	Class A (Highway)	
Maximum Grade	Wheel base (in.)	260
	Overhang (in.)	102
	Front Axle to BOC (in.)	68
	Cab to Axle (in.)	192

	Cab to EOF (in.)	294
	Overall Comb. Length (in.)	402
Frame & Equipment	10-5/8 x 3-1/2 x 5/16 Steel	
	Heat Treated 120,000 PSI Yield	
	Bumper: 40.9 in., Aerodynamic, Painted	
	Removable Tow Hooks: 2	
	Front Mud Flaps	
	Battery Box: Steel Parallel under w/Alum.	
	Diamond Plate cover w/ step brackets	
	Battery Box Location: LH Side	
	T280/ 370 Non- Polished 2010 or Later DPF/ SCR Cover	
	One-piece Welded Cross Member Assembly with 12mm	
	Frame Fasteners, Center and Rear Frame. Standard Crossmember	
Front Axle & Equipment	Dana Spicer E-1002IL Front Axle rated 10K, 3-1/2 in. drop	
	Front Brakes included with w/ front Hub Package	
	Front Brake: 10,000 lb. Bendix Air Brake	
	Front Springs: Taper leaf 10K w/ Shock Absorbers	
	Single Power Steering Gear for Front Air Brakes	
Rear Axle & Equipment	Single Dana Spicer P22060S Single Reduction 16K rear axle	
	Rear Axle Ratio 5.29	
	Single Rear Brakes Included w/ Rear Hub Package	
	23K Air Brake Package includes 16-1/2x7 in. Brakes	
	Spring Brake: 2430 Single for T300 max. capacity	
	Bendix 4S/4M anti-lock brake system	
	Wheel Differential Lock for DANA Spicer Axle	
	Rear Suspension: Single Hendrickson HAS210L 21K	
	Hendrickson air ILO springs	
Engine	PACCAR PX-7/ Cummins ISB 300HP & 660 lb-ft torque	
	Engine Idle Shutdown Timer Disabled	

	Turbo Exhaust Brake
	Alternator: 160 amp Brushed
	Block Heater, PACCAR 1750-watt 120v for PX-7
	Batteries: 2 PACCAR GP31 Threaded Post 1400-1460 CCA for Dual Purpose
	High Efficiency Cooling System
	Starter: PACCAR 12 Volt Electrical System
	Jump Start Terminals under Hood
	Air Cleaner Dry Type Firewall Mounted
Transmission & Equipment	Transmission: Allison2500RDS 6-Speed Automatic Transmission
Air & Wheels	Aluminum Wheels Front and Rear
	Front Tires: Bridgestone R268 Ecopia 295/75R22.5 14PR
	Rear Tires: Brigestone M710 Ecopia 295/75R22.5 14PR
	Front Wheel 22.5x5x825 Aluminum 2 each
	Rear Wheel 22.5x8.25 Aluminum 4 each
Fuel Tanks & Equipment	Fuel Tank: 100 US Gallon 22-inch Aluminum BOC
	Small Round DEF Tank 11 Gallons
	Standard DEF to Fuel Fill Ratio 2:1 or Greater
	DEF Tank Location is on the LH
	Location: Fuel Tank 100 gal. LH Behind Cab
Battery Box & Bumper	Battery Box: Steel Parallel under with Aluminum Diamond Plate Cover
	Battery Box Location LH Side
	Chrome Bumper
Cab & Equipment	Curved Glass Conventional
	Hood Sloped Aerodynamic
	Dual Fender Mounted Mirrors
	Cab Interior: Pinnacle includes Vinyl Headliner
	Driver Seat Kenworth Air Cushion Plus HB Cloth Dual Arm Rests
	Rider Seat Kenworth Tool Box Plus IB Cloth Air Cushion
	Retractable 3 Point Matching Seat Belts. Grey

	Kenworth Radio with AM/FM /WB/USB and Bluetooth
	Dual Convex Heated Mirrors
Warranty	Extended Warranty: Engine & After Treatment 5yr/ 200,000 Miles
	Extended Warranty: Base Vehicle Non- Engine After Treatment
	3 Yr./ 100,000 miles
Body /Box	Morgan Refrigeration Body
	Rollup Rear Door, Curb Side Door w/ steps
	Movable Interior Bulkhead w/ door
Refrigeration Unit	Carrier Supra 950MT Reefer Unit w/ Dual Evaporators

Any modifications needed for two Inland Kenworth will be at the recommendation of the contractor. We encourage any recommendations you may have.

Acceptance of Proposal Content: The contents of the selected proposal will become contractual obligation if the acquisition action ensues. Failure of the successful proposal to accept these obligations may result in cancellation of the award and such proposal may be removed from consideration for future solicitation. The Navajo Nation Purchasing Department and Navajo Food Distribution reserves the right to pursue appropriate legal action in the above set of circumstances.

Acceptance Time: The Navajo Nation Department of Health- Food Distribution Program intends to make a vendor selection within five (5) days after the closing date for receipt of proposals.

Award of BID: Upon Selection, a contract document will be prepared to the contractor and the proposal submitted by the contractor will become part of the contract. The Navajo Nation is not bound to enter in Contract under RFP and may issue a subsequent RFP for the same services.

Joint Proposals: Nothing in this RFP shall be construed to prohibit vendors from entering a consortium for the purpose of affirming a proposal in response to this RFP.

Evaluation Procedures and criteria:

1. A review committee will review and will judge the Proposal received in accordance with the general criteria used herein. The team may request oral presentation by the organization proposing. Proposals should prepare to provide any additional information the team feels necessary for a fair evaluation of proposal.
2. Failure to provide any information requested in the RFP may result in disqualification of the proposal. All proposals must be endorsed with the signature of a responsible official having the authority to bind the proposal to the execution of a contract.
3. The sole objective of the review team will be to select the proposal that is most responsive to the need of the Navajo Food Distribution Program. The specification in this RFP represents the minimum performance criteria necessary for a response. Based on the evaluation criteria established in this RFP the review Committee will select and recommend the proposal who best meets this objective.
4. Evaluation Criteria: The following criteria will be used by the selected proposal reviewing committee in the selecting process for contract award. The technical proposal factors will be rated on a scale of 1-100 with weight relations as state below.

Proposal Content and Organization (30%):

- Organization letter and Qualifications, Implementation plan & Schedule, copies of licenses, certifications.

Project Detailed (20%):

- Detailed information on approach to scope of work providing methodology with description services.

Project Schedule (15%):

- Schedule and Proposed time frame of services

Credentials and Past Performance (5%):

- Licensures of Business
- 1 year of Past performance with Navajo Nation Govt.
- Detailed resume and experience

Cost (30%):

- Separate Sealed Envelope

5. Cost /Price Factors:

The importance of cost factors in the selection will depend upon the magnitude of the cost differentials identified, the credibility of such differentia, the keenness of competition in the Technical Proposal, and the impact of other factors. The burden of proof as to cost credibility rest with the offeror. Proposed cost will be evaluated not only to determine if the estimate is reasonable, realistic, and cost effective, but also to determine the offerors understanding of the program and ability to organize and perform the contract. Cost/Price factors will not be numerically weighed and scored.

Proposed Cost: (To Be Sealed in a separate Envelope) show cost for overall proposal with NN Tax included with detailed cost and attachment to be with proposal packet.

- Attachment called "Purchase Price", that's under scope of work.

Standard Contract: The Navajo Nation reserves the right to incorporate standard contract provisions into any contract negotiations as a result of a proposal submitted in response to this RFP. The Navajo Nation is a sovereign government and all contracts entered as a result of RFP's shall comply with Navajo Nation Law, rules and regulations. Navajo Procurement Act, 12 N.N.C. Subsection 301, and applicable federal law, rules and regulations, 45 C.F.R. part 98.41 (c) (4-5) (Health & safety requirements) regarding building and physical premises safety. 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 construed as a waiver of the Navajo Nation's sovereign Immunity.

Return of Proposals: The Navajo Nation has no obligation to return any Proposals received in response to this RFP.

Terms: The terms of the Contract will be approximately Twenty-One (21) Months, April, 2024 to December, 2025. With an option for a Negotiable contract that that will require mutual agreements between both parties.

Billing and Payments:

1. Billing and payment shall conform with all Navajo Nation Procurement procedures. In order to receive timely payment, Vendor have an obligation and responsibility to present invoices that are timely and accurate. An original and/ email copy of the vendors invoice is need for payment. The invoice must also contain identical information as shown on the purchase order or contract.