REQUEST FOR PROPOSALS – Property Valuation Appraisal Services

PROPOSAL DEADLINE: September 24th, 2026, 5:00 pm PST

REBID #26-08-4267SB

Introduction:

In an effort to maintain an accurate and up-to-date statement of insurable property values, the Navajo Nation Risk Management Program (RMP) is seeking proposals from qualified firms to perform property valuation appraisal services of select tribally-owned properties, located throughout the Navajo Nation (Arizona, New Mexico, and Utah), and covered through the RMP's property insurance program.

The contract should include an initial one-year term.

Based on the proposals submitted, the RMP will evaluate and select the firm that best meets the requirements for this project.

Purpose and Overview:

- The RMP is a self-insured, self-funded governmental risk management pool formed under The Navajo Nation Council.
- The Insurance Pool provides risk management, claims handling, and the group purchase of property, cyber and liability excess, and reinsurance.
- The Risk Pool currently has approximately $1.6 billion in property assets covered through the Property Program, with approximately 2,600 buildings.

Scope of Work:

- The selected firm will deliver timely and accurate comprehensive appraisal services of multiple tribal buildings, contents, and property in the open, located throughout the Navajo Nation. The Construction, Occupancy, Protection, Exposure (COPE) framework shall be used.
- The initial one-year contract will include approximately 400 buildings listed on our Statement of Values that are valued at or over $500,000. *A current Statement of Values will be provided as a separate document to assist with estimating the cost of the appraisal project*.
- The valuation report should include, at a minimum, all the following information:
    - Replacement Cost
    - Reproduction Cost (if applicable)
    - Actual Cash Value
    - Exclusion Amount (typically not covered by property insurance)
    - Year Built
    - Location/Address
    - Construction Type
    - Number of Floors
    - Elevation and flood risk exposure analysis
    - Roof Type

    - Square Footage
    - Fire Protection (sprinklers, extinguishers, alarms)
    - Modeled Contents Value of machinery, equipment, furniture, computer infrastructure, on a replacement cost and actual cash value basis.
- All interested firms will be provided with our current Statement of Values and all proposals should include a proposed timeline of the appraisal process, including anticipated on-site work and delivery of final appraisals reports. (Please contact for electronic version of current statement of values).
- Appraisals may include utility facilities, substations, water/sewer treatment facilities, pump/lift stations along with other properties listed on the Statement of Values.
- The services requested may be modified by written amendment, as necessary to fulfill the intent of this project.

Qualifications of Firm:

- Pursuant to Navajo Nation Corporation Act Title 5, Chapter 19: All corporate businesses must register as a foreign or domestic corporation as a means to gain permission to conduct business on the Navajo Nation. This registration process permits the formation of various corporate entities comprised of individuals, officers, and/ or investors. The selected firm will be licensed to do business in the Navajo Nation or provide proof that it will be licensed within 30 calendar days from the date of the proposal submission.
- The firm shall have been in business for five years performing services related to the services stated herein.
- The firm should provide a list of staff and key personnel that will be responsible for the completion of this assignment.

Information Requested from Firm:

- Provide a list of clients/references and describe the services provided to said references, including clients that are similar to the RMP/Navajo Nation.
- Provide the firms history of expertise in reproduction property appraisals.
- Provide a list of other services the firm will provide to the RMP that may differentiate itself from other firms submitting proposals.
- Provide a list of personnel who will be assigned to this project, including but not limited to, the project manager and key staff during the contract period.
- Provide a pricing structure and proposed timeline for the proposed work that will be completed as outlined in the Scope of Work section.
- Submission of an acceptable plan for accomplishing the work including the estimated time frame for completion of the project as outlined in the Scope of Work section.

Mandatory Requirements:

- Insurance Requirements
    - Contractor shall procure and maintain at their own expense, the following insurance against claims for injuries or damage to property, or other claims which may arise from, or in connection with, the performance of this contract by the contractor, sub-agents, sub-contractors, representatives, or employees of the firm. The following insurance requirements shall be maintained throughout the contract period:
        - Commercial General Liability Insurance - Not less than $2,000,000 per occurrence limit.

- Business Automobile Liability Insurance – Not less than $1,000,000 per occurrence limit for property damage and bodily/personal injury.
- Professional Liability Insurance (E&O) – Not less than $2,000,000 per occurrence limit.
- The Navajo Nation shall be named as the Certificate Holder.
- Additionally the Navajo Nation shall be named as Additional Insured for CGL and AL only; Waiver of Subrogation shall apply for all coverages.

Subject to approval by the RMP, if any of the above required insurance coverages are provided on a claims-made policy form, the firm shall at its own expense purchase extended reporting period coverage for a period of not less than three (3) years following the completion of the contract.

Contract for Services:

The RMP's intent is to contract with a single service provider for the duration of the contract period. The agreement shall commence on the date of the contract award and will be for a one-year period. At the expiration of the first one-year term, the parties will decide whether to execute and extend the contract into the optional one-year period.

Selection Process and Timeline:

Interested parties should submit proposals by the deadline noted in the timeline below. *Proposals must be submitted via expedited parcel (FedEx or UPS) to the Point of Contact identified below and received by 5:00 pm on September 24, 2026*. ***Please include the RFP REBID Number in your submissions; please indicate "Do Not Open" on the outermost package***. Physical Address: Administration Building One, Second Floor, 2559 Indian Route 100, Window Rock, AZ 86515

The contract will be awarded to the firm which meets the submission requirements and has been deemed to best fulfill the needs of the RMP. The following timeline will be followed closely by the RMP selection committee.

Publish RFP:	**August 13, 2026 (Rebid: August 31, 2026)**
Submission Deadline:	**September 24, 2026 @ 5:00pm**
Interviews:	**September 28 & 29, 2026**
Contract Awarded:	**October 6, 2026**
Point of Contact:	**Shawnevan Dale, MSML, Executive Director – DGS**
	sdale@navajo-nsn.gov

Any firm interested in submitting a proposal which finds discrepancies in or omissions from this RFP, or if there are any doubts as to the true meaning, the firm should request interpretation, clarification, or correction prior to the submission deadline. Phone: (928) 871-6311 | (928) 871-6360