



REQUEST FOR PROPOSAL
BID # 24-04-3329LE

The Navajo Nation Department of Water Resources – Technical, Construction, and Operations Branch (NNDWR-TCOB) is seeking qualified firms for design-build of the Shiprock Irrigation Paving Project in Shiprock, NM.

The proposal shall include one (1) original and two (2) duplicate copies of the following:

1. A narrative outlining the project approach, qualifications, current workload and capability;
2. A list of past projects completed on the Navajo Nation;
3. Current Copy of License and Insurance Certification;
4. Current W-9 and Navajo Nation Certification Regarding Debarment and Suspension forms;
5. Fee Schedule in its own sealed envelope inside the bid packet clearly indicating “FEE SCHEDULE”.

The contract will be awarded to the firm with the best proposal in terms of: 1) Qualifications / Credentials; 2) Products and Services; and 3) Installation plans and schedule (i.e., construction approach narrative). Adherence to the bid instructions is paramount, otherwise, Navajo Nation Business Regulatory Department will disqualify the bid for non-compliance.

Proposals shall be delivered, in person, in a sealed envelope to:

“SHIPROCK IRRIGATION PAVING PROJECT, BID # 24-04-3329LE – DO NOT OPEN”
Attn: Lorita Etsitty
ADMINISTRATION BUILDING #1 – 1ST FLOOR
Window Rock Blvd
Window Rock, Arizona 86515

or mailed to:

Navajo Nation Office of the Controller
Purchasing Department
Attn: Lorita Etsitty
Administration Building #1
Window Rock Blvd
P.O. Box 3150
Window Rock, Arizona 86515
“SHIPROCK IRRIGATION PAVING PROJECT, BID # 24-04-3329LE – DO NOT OPEN”

Bid documents and supplemental information regarding the project is available online at www.nnooc.org/request-for-proposals/ If there are any questions regarding this Request for Proposal call Lorita Etsitty at (928) 871-6317 or Francis Johnson at (928) 206-7126

The Navajo Nation reserves the right to reject any and all proposals and may elect to award the contract not solely on the bid amount but the bidder’s qualification. The proposal due date is July 05, 2024 at 5:00p.m. MDT.

INSTRUCTIONS TO BIDDERS AND GENERAL INFORMATION

PROJECT BACKGROUND

Shiprock Irrigation Office currently has an unpaved access road and designated area for parking that services the Farmers and community members.

1. Access road is not paved and is not maintained by the local Chapter, the State or the BIA.
2. Shiprock Irrigation Department needs resurfacing and paving of all areas including entry way, parking, loading and unloading zones.
3. The problematic area is the entry way into Shiprock Irrigation Office when it rains or snows. The road becomes very muddy and slick and at times not passable.
4. Current parking areas are unidentified along with the loading and unloading areas.

SCOPE OF WORK

Final Design

1. Complete a final design for paving Access Road, Office Parking Lot and Warehouse Parking Lot. The design will include proper drainage, safety features such as striping for parking spaces, handicap parking and loading/unloading zones. The final design will involve 30%, 60%, and 90% reviews, specifications and a stamped final design by a licensed Professional Engineer in the State of New Mexico.
2. Identified areas requiring paving is attached.
3. Contractor will be responsible for assessing the identified areas and completing the final design.
4. Perform project and budget management for the duration of the project including surveying and any required testing.

Resurfacing and Paving for identified areas.

1. Area 1 - Access Road
 - a. 978 Square Yards X 6" Base Course
 - b. 978 Square Yards X 3" Asphalt Mat
2. Area 2 - North Gate Entry
 - a. 716 Square Yards X 6" Base Course
 - b. 716 Square Yards X 3" Asphalt Mat
3. Area 3 - Office Parking Lot
 - a. 4,958 Square Yards X 6" Base Course
 - b. 4,958 Square Yards X 3" Asphalt Mat
4. Area 4 - Warehouse Parking Lot
 - a. 833 Square Yards X 6" Base Course
 - b. 833 Square Yards X 3" Asphalt Mat
5. Area 5 - Staging Area
 - a. 1,480 Square Yards X 6" Base Course
6. Area 6 - Gravel Area
 - a. 1,503 Square Yards X 6" Base Course

Install Safety Features According to Final Design

1. Establish appropriate parking areas for all zones with striping
2. Furnish and install appropriate signs including handicap, loading, etc.
3. Provide appropriate striping for access road.
4. Furnish and install other safety features identified in the final design.

All materials must be new and Made in the USA. A 2-year limited warranty is required on all materials. The Contractor is responsible for all labor, materials, equipment and freight.

The Navajo Nation is not responsible for any “Down Time” including late delivery of materials, any act of negligence on the part of the supplier and any unforeseen occurrence. These are not billable to the Navajo Nation and will not be considered for payment.

DELIVERABLES

The Contractor shall provide the Owner with electronic and hard copies of the final design report. The final design report shall incorporate the comments from the 90% design review and include:

1. Final design drawings and specifications with Professional Engineer stamp.
2. Final project construction schedule.
3. Safety Plan, Temporary Traffic Control Plan, Storm Water Pollution Prevention Plan, Quality Control Plan.
4. Final As-Built Drawings

PRE-BID MEETING

A pre-bid meeting will be held at the Shiprock Irrigation Office conference room (see attached location map) on June 20, 2024 at 10:00 am MDT. All interested parties can contact Mr. Francis Johnson, P.E., at fjaansin@gmail.com for questions or additional information.

AWARD OF BID — REJECTION OF BID

The NNDWR reserves the right to accept bids all or in part. At the time of acceptance, the NNDWR also reserves the right to increase or decrease quantities of any item at the same price bid.

The NNDWR reserves the right to reject any or all bids or to accept any bid that in its judgment will be in the best interest of the general public. It is the intention to award contract to the bidder best meeting the requirements.

PREFERENCE OF NAVAJO AND INDIAN-OWNED BUSINESSES

Preference of Navajo and Indian-owned businesses will be given under the Navajo Nation Business Opportunity Act, 5 NNC §201 et. seq., and the Navajo Nation Procurement Act, 12 NNC §303. Evaluation points will be awarded to Navajo and minority respondents. Certification of Navajo Owned Business will be assured by certificate held by the Navajo Nation Business Regulatory Department.

NAVAJO NATION SALES TAXES

All work performed within the territorial jurisdiction of the Navajo Nation is subject to the six percent (6%) Navajo Sales TAX. 24 N.N.C. § 601 et. seq. The Navajo Nation shall withhold from each payment to the "CONTRACTOR" 6% of the total invoice amount associated with work performed within the Navajo Nation. This amount reflects the Navajo Sales Tax due on such invoice amount. This 6% shall be transferred to the Office of the Navajo Tax Commission as a payment of the tax on behalf of the "CONTRACTOR".

BID INSTRUCTIONS

Submit one (1) original Proposal and **three (3) duplicate copies**. Mark original as “ORIGINAL” and should contain signatures where a signature is required. Submit proposals in a sealed envelope, marked “SHIPROCK IRRIGATION PAVING PROJECT, BID # 24-04-3329LE – DO NOT OPEN”.

The name and address of the bidding firm should be shown in the upper left-hand corner of the envelope. Each submittal must be signed in the firm or corporate name and must bear the longhand signature of a principal duly authorized to make contracts for the bidding party. The bidder's name must be fully stated. Where submittals are signed by an agent of the bidder, evidence of his/her authority to act as the bidder's agent shall accompany the proposal.

AVAILABILITY OF BID DOCUMENTS

Bid Proposal documents are available on the web site at www.nnooc.org/request-for-proposal/ and at the Navajo Nation Purchasing services located at the Administration Building #1 – 1st Floor, Window Rock Boulevard, Window Rock, Arizona 86515 between the hours of 8:00 AM and 5:00 PM Monday through Friday. For more information, contact Lorita Etsitty at (928) 871-6317.

TIME AND PLACE FOR RECEIPT OF BIDS

Sealed bid proposals shall be delivered to the Navajo Nation Purchasing Services, Administration Building #1 – 1st Floor, Window Rock Boulevard, P.O. Box 3150, Window Rock, Arizona 86515 on or before 5:00 p.m. MDT. on July 05, 2024.

WITHDRAWAL OF BID

No bid proposal shall be withdrawn for a period of 60 calendar days after the opening of bids without the consent of the owner.

DEVIATIONS

All specifications listed are intended to be preferred design and performance. Where deviations from the specification are necessary, bidder will render equivalent reliability or performance. If there is insufficient room for detailing deviation, please indicate "see deviation" and attach, clearly indicating the bullet number on any such attachments. Failure to detail all such deviations will provide a basis for rejections of the entire proposal. Substantial deviations will not be considered.

SCHEDULE OF FEES

BID # 24-04-3329LE

SHIPROCK IRRIGATION PAVING PROJECT
SHIPROCK, NAVAJO NATION, NEW MEXICO

NO.	ITEM	QUANTITY	COST	EXTENSION
1.	Complete a final design as described in the Scope of Work	Lump Sum		
2.	Mobilization - Includes Mobilizing & Demobilizing Equipment/Personnel to & from the site, any necessary survey, etc.	Lump Sum		
3.	Area 1 Access Road Paving Approximate Area 980 yd ² X 3" Thick Asphalt Mat	978 SY		
3a.	Area 1 Access Road Aggregate Base Course – Quantity based on 6" Thick	245 TONS		
4	Area 2 North Gate Entry Approximate Area 700 yd ² X 3" Thick Asphalt Mat	716 SY		
4a.	Area 2 North Gate Entry Aggregate Base Course – Quantity based on 6" Thick	179 TONS		
5.	Area 3 Office Parking Lot Approximate Area 5,106 yd ² X 3" Thick Asphalt Mat	4,958 SY		
5a.	Area 3 Office Parking Lot Aggregate Base Course – Quantity based on 6" Thick	1,240 TONS		
6.	Area 4 Warehouse Parking Lot Approximate Area 833 yd ² X 3" Thick Asphalt Mat	833 SY		
6a.	Area 4 Warehouse Parking Lot Aggregate Base Course – Quantity based on 6" Thick	208 TONS		
7.	Area 5 Staging Area Aggregate Base Course – Quantity based on 6" Thick	370 TONS		
8.	Area 6 Gravel Area Aggregate Base Course – Quantity based on 6" Thick	376 TONS		
	Note: The Davis-Bacon Prevailing Wages shall be used as applicable.			
			Subtotal	
			Navajo Nation Tax (6%)	
			Total	

Location Map

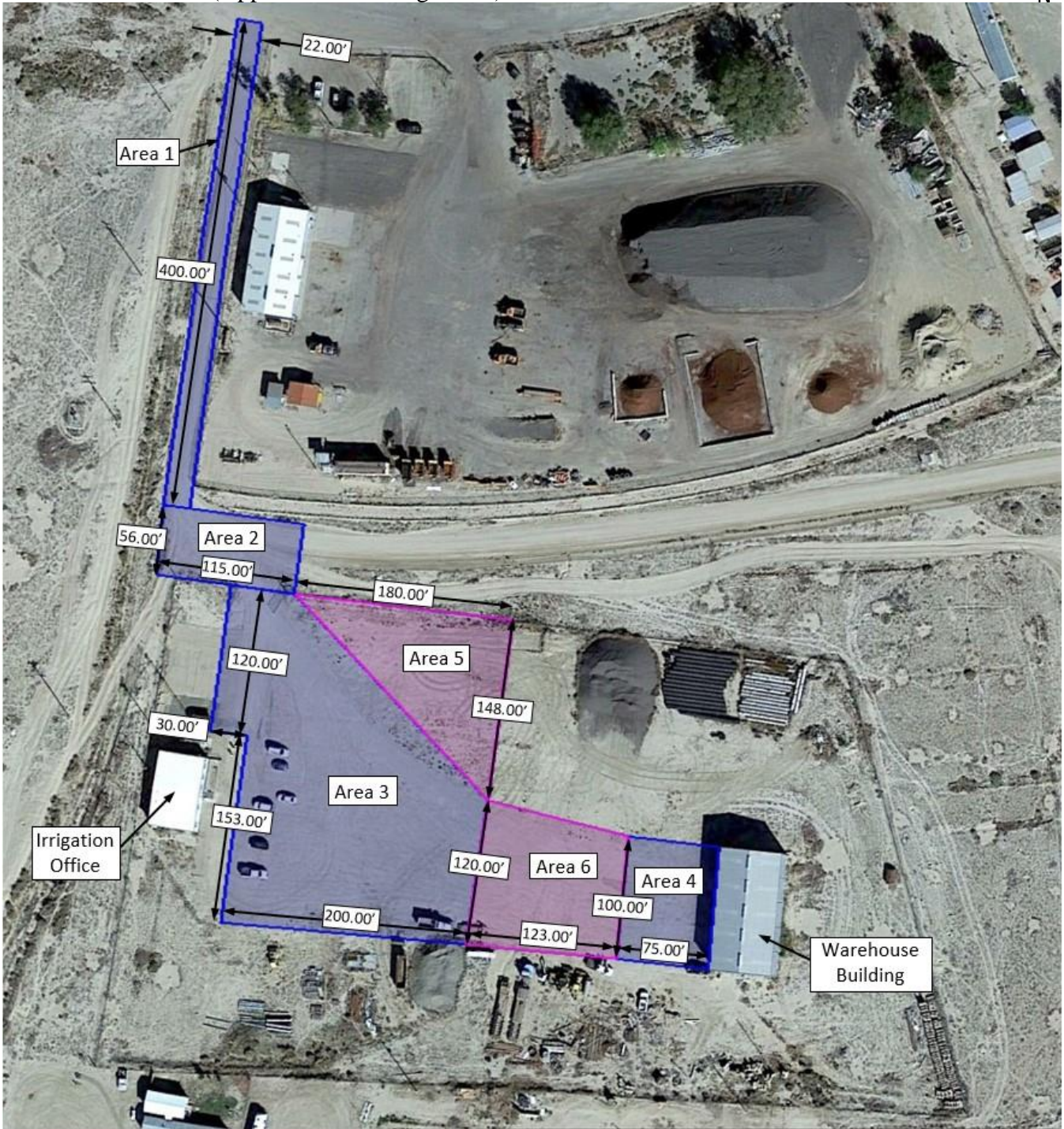


Vicinity Map



Project Site

Blue and Red Areas (Approximate Paving Areas)



Area 1 - Access Road 978 Square Yards (Base Course & Asphalt Mat)

Area 2 - North Gate Entry 716 Square Yards (Base Course & Asphalt Mat)

Area 3 - Office Parking Lot 4,958 Square Yards (Base Course & Asphalt Mat)

Area 4 - Warehouse Parking Lot 833 Square Yards (Base Course & Asphalt Mat)

Area 5 - Staging Area 1,480 Square Yards (Base Course Only)

Area 6 - Gravel Area 1,503 Square Yards (Base Course Only)

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1	Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)	
	2	Business name/disregarded entity name, if different from above.	
	3a	Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ <i>(Applies to accounts maintained outside the United States.)</i>
	3b	If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions _____ <input type="checkbox"/>	
	5	Address (number, street, and apt. or suite no.). See instructions.	Requester's name and address (optional)
	6	City, state, and ZIP code	
	7	List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number									
				-					
or									
Employer identification number									

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

NAVAJO NATION CERTIFICATION
Regarding Debarment, Suspension, and
Contracting Eligibility

1. Applicant entity acknowledges that to the best of its knowledge that the Applicant entity, either in its present form or in any identifiable capacity, has not, in accordance with 12 N.N.C. § 361:
 - A. Been convicted of the commission of criminal offenses incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of any such contract or subcontract;
 - B. Been convicted of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or other offenses indicating a lack of business integrity or honesty, which currently, seriously, and directly affect responsibility as a Navajo Nation contractor;
 - C. Been convicted under antitrust statutes arising out of the submission of bids or proposals;
 - D. Violated contract provisions, including:
 - i. Deliberate failure, without good cause, to perform in accordance with the contract specifications or within the time limit provided in the contract,
 - ii. A recent record of failure to perform or of unsatisfactory performance with the terms of any contract, or
 - iii. Any other cause so serious and compelling as to affect responsibility as a Navajo Nation contractor, including debarment by another governmental entity.
2. Applicant acknowledges that if the Navajo Nation determines that the executed Certification provided herein is untrue or not wholly accurate, it shall be grounds for the Navajo Nation to terminate the contract and pursue other legal remedies, at the Navajo Nation's discretion.
3. Applicant certifies to the best of its knowledge that it is eligible to do business with the

Navajo Nation, in its present form or in any other identifiable capacity, pursuant to 12 N.N.C. § 1501 and 5 N.N.C. § 301. Applicant also acknowledges that per 12 N.N.C. § 1505, it will not be eligible to contract with the Navajo Nation if deemed ineligible by the appropriate department or entity of the Navajo Nation which receives the Applicant's request for consideration for a business opportunity.

Applicant Name

Name of individual signing on Applicant's behalf (print)

Applicant Address

Title of individual signing on Applicant's behalf

Applicant Address

Signature of individual signing on Applicant's behalf

Applicant Address

Date