

REQUEST FOR PROPOSAL  
Bid Number: 23-04-3000LE

Date: April 10, 2023

Project Title: Navajo Nation Division of Behavioral and Mental Health Services – Excess Modular Building Hazardous Material Assessment/Abatement and Removal/Demolition Project

Project Schedule:

Advertisement of RFP	04/10/2023 – 04/21/2023
On site pre-bid meeting	04/25/2023 10 am MST
Location: Window Rock DBMHS Central Office Complex	
<i>For directions please call (928) 871-6240</i>	
Requests for Information Due Date	05/04/2023 @ 5:00 pm MST
Bid Due Date	05/18/2023 @ 5:00 pm MST

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/DOH 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:**

BID #23-04-3000LE NNDBMHS  
Division of Behavioral and Mental Health Services  
Excess Modular Buildings Demolition 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 Contractor 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 with a minimum of ten (10) years' experience and history with providing the described services.
2. The Navajo Business Opportunity Act 5 NNC § 201, 205 will apply.
3. Federal requirements, if applicable (i.e. Davis Bacon wage rates).
4. All workmanship and materials shall comply with applicable Safety Codes.

### 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 (detailed plan depicting problem solving and recommendations).
6. Schedule, including proposed site visits
7. Copies of licenses, certifications **(NBOH Priority Status)**, insurance certificates, and other relevant documents.
8. Sub-contractor Information, if applicable
  - a. Subcontractor work should not exceed certain percentage of entire project
9. **Costs to be submitted in a separate sealed envelope. (Detailed breakdown of costs: Material, Labor, and other applicable costs; 6% Navajo Nation Sales Tax is required**
10. 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 minimum ten (10) years' 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. The presentation will be scheduled to be presented in Window Rock, AZ (if necessary). 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

**Navajo Nation Division of Behavioral and Mental Health Services  
Excess Modular Building Hazardous Material Removal and Demolition Project  
Request for Proposals Bid No. 23-04-3000LE**

**Scope of work**

Division of Behavioral and Mental Health Services is looking to demolish several modular buildings in Arizona and New Mexico that are vacant and beyond use. The selected vendor will:

- Test for and abate (if necessary) any hazardous materials (check EPA website)
- Disconnect all utilities and either- cap or remove plumbing piping, electrical connections, gas and other items (skirting, ramps, steps, etc.) connected to the building
- Transport off site or demolish on site and remove all debris (including and pads, piers and skirting) to approved waste sites
- Assure the site is clean with any underground utilities clearly marked
- Notify the utility company of work performed

**Sites and pertinent information:**

**Chinle, Arizona-** approximately 74 miles north of Interstate 40 from Chambers, AZ (Milepost 333) on State Highway 191, Navajo County.

- 1) Single 30' x 60' building T-19 located on the DBMHS compound.

**Fort Defiance, Arizona-** approximately 35 miles north and west of Interstate 40 from Gallup, NM on State Highway 264, Apache County.

- 1) 30' x 60' triple wide building located on the DBMHS compound.

**Crownpoint, New Mexico-** approximately 25 miles north of Thoreau, NM (I-40 Milepost 53) on State Highway 371, McKinley County.

- 1) 24' x 73' Double wide trailer located on DBMHS compound.

**Shiprock, New Mexico-** approximately 35 miles west of Farmington, NM on State Highway 64, San Juan County.

- 1) 28' x 40' two section modular building located behind the Northern Navajo Medical Center adjacent to the DBMHS (former) Adolescent Treatment Center).

**Other Project Requirements**

- Recommend on-site building inspections to determine an accurate cost for all necessary services (including hazardous materials identification and remediation), equipment (tongue and axles if moving, etc.) and additional costs not defined in this scope of work. A schedule will be determined.
- Licensed mover in location and destination (States of AZ and NM)
- Navajo Preference as applicable.
- If the building is to be moved, submit a plan depicting location of obstructions.

**\*\*End of Scope of Work\*\***