

REQUEST FOR PROPOSAL

DCCD Installation & Removal of Existing Exterior Stairs and Ramps Services Department of Child Care & Development Navajo Nation Division of Social Services

Bid No: 23-10-3143LE

Addendum #1

Mission Statement:

The Navajo Nation Department of Child Care and Development program's primary mission to provide quality childcare to the Navajo Nation communities. The purpose of providing childcare is to ensure that the family can become self-sufficient through employment or becoming employable in the near future. This can be done by employment, job training or through higher education. This is accomplished through tribal childcare centers or private providers.

Overview:

The Navajo Nation Department of Child Care and Development solicits a licensed contractor to: The purpose of the Scope of Work is to define and establish the scope of services necessary, and the contract shall be awarded based on the lowest responsible bid and responsive bid package. The bid shall meet the needs of the Navajo Nation Department of Child and Development, for the removal and disposal of all the existing metal stairs, metal ramps, existing concrete, existing vegetation, existing porch coverings, and all debris. Also, to install new reinforced concrete pad, new reinforced concrete landings, new modular aluminum ramps, aluminum non-slip stairs, two hand railings located on the inside for adult and children height, and **new metal porch structure and new metal panel deck covering** as required at the following locations; Alchini Nizhoni I Child Care Center – Building No. 4244, Alchini Nizhoni II Child Care Center – Building No. 4245, Cottonwood Child Care Center – Building No. 4022, Cottonwood Child Care Center – Building No. 4019, Ft. Defiance Child Care Center – Building No. 4006, Greasewood Child Care Center – Building No. 4007, Hogback Child Care Center- Building No. 4010, Kii Doo Baa II Child Care Center – Building No. 4011, Many Farms Child Care Center – Building No. 4021, Pinon I Child Care Center – Building No. 4018, Pinon II Child Care Center – Building No. 4246, Shonto Child Care Center – Building No. 4016, Tsaile Child Care Center – Building No. 4013, Tuba City I Child Care Center – Building No. 4015, Tuba City II Child Care Center – Building No. 4017 and Tuba City III Child Care Center – Building No. 4020.

Site Locations:

1. Alchini Nizhoni Child Care Center, Building No. 4244 and Building No. 4245
Shiprock, New Mexico – coordinates 36.775918, -108.704126
2. Cottonwood Child Care Center, Building No. 4002 and Building No. 4019
Cottonwood, Arizona – coordinates 36.069817, -109.889485
3. Ft. Defiance Child Care Center – Building No. 4006

- Ft. Defiance, Arizona – coordinates 35.741721, -109.072940
4. Greasewood Child Care Center – Building No. 4007
Greasewood, Arizona – coordinates 35.529031, -109.852273
 5. Hogback Child Care Center, Building No. 4010
Hogback, New Mexico – coordinates 36.776289, -108.608825
 6. Kii Doo Baa II Child Care Center, Building No. 4011
Chinle, Arizona – coordinates 36.155020, -109.582847
 7. Little Folks Child Care Center – Building No. 4014
Navajo, New Mexico – coordinates 35.906053, -109.032295
 8. Many Farms Child Care Center, Building No. 4021
Many Farms, Arizona – coordinates 36.353651, -109.622005
 9. Pinon I Child Care Center, Building No. 4018
Pinon, Arizona – coordinates 36.113095, -110.217426
 10. Pinon II Child Care Center, Building No. 4246
Pinon, Arizona – coordinates 36.113120, -110.217842
 11. Shonto Child Care Center, Building No. 4016
Shonto, Arizona – coordinates 36.583977, -110.658332
 12. Tsaile Child Care Center, Building No. 4013
Tsaile, Arizona – coordinates 36.293882, -109.216684
 13. Tuba City I Child Care Center, Building No. 4015
Tuba City, Arizona – coordinates 36.12247, -111.24432
 14. Tuba City II Child Care Center, Building No. 4017
Tuba City, Arizona – coordinates 36.122696, -111.244312
 15. Tuba City III Child Care Center, Building No. 4020
Tuba City, Arizona – coordinates 36.122867, -111.244357

Site Visits:

The licensed contractors shall make a site visit to all site locations prior to submitting a bid proposal to familiarize themselves with the project, take measurements, and verify existing ramps and stairs conditions.

To schedule a site visit, contact the following individual:

Department of Child Care and Development
Planner/Estimator, Cyrus Davis
Office Telephone: (928) 871-7761
Cell Phone: (928) 206-7283

Scope of Work

The purpose of the Scope of Work is to define and establish the scope of services necessary, and the contract shall be awarded based on the lowest responsible bid and responsive bid package. The bid shall meet the needs of the Navajo Nation Department of Child and Development, for the removal and disposal of all the existing metal stairs, metal ramps, existing concrete, existing vegetation, existing porch coverings, and all debris. Also, to install new reinforced concrete pad, new reinforced concrete landings, new modular aluminum ramps, aluminum non-slip stairs, two hand railings located on the inside for adult and children height, and **new metal porch structure and new metal panel deck covering** as required at the following locations; Alchini Nizhoni I Child Care Center – Building No. 4244, Alchini Nizhoni II Child Care Center – Building No. 4245, Cottonwood Child Care Center – Building No. 4022, Cottonwood Child Care Center – Building No. 4019, Ft. Defiance Child Care Center – Building No. 4006, Greasewood Child Care Center – Building No. 4007, Hogback Child Care Center- Building No. 4010, Kii Doo Baa II Child Care Center – Building No. 4011, Many Farms Child Care Center – Building No. 4021, Pinon I Child Care Center – Building No. 4018, Pinon II Child Care Center – Building No. 4246, Shonto Child Care Center – Building No. 4016, Tsaile Child Care Center – Building No. 4013, Tuba City I Child Care Center – Building No. 4015, Tuba City II Child Care Center – Building No. 4017 and Tuba City III Child Care Center – Building No. 4020.

Specifications and Submittals:

1. The licensed contractor shall provide a written workplan schedule that allows for the least amount of disruption of the child care operations.
2. The licensed contractor shall be responsible for daily and final cleanup of all the site locations listed above, in accordance with the scope of work.
3. The licensed contractor shall at all times adhere to and be in compliance with any and all applicable Federal, State, Navajo Nation, local regulations, statutes, and laws.
4. **The licensed contractor shall submit materials submittals, structural plans, color selection for the new metal porch structure, and new metal panel deck covering, to be approved by the DCCD.**
5. The licensed contractor shall provide professional workmanship for the removal and disposal of all the existing metal stairs, metal ramps, existing concrete, existing vegetation, existing porch coverings, and all debris as required at all site locations listed above.
6. The licensed contractor shall provide professional workmanship to install new reinforced concrete pad, new reinforced concrete landings, new modular aluminum ramps, stairs, two hand railings for adult and children height, and porch system as required at all site locations listed above.
7. The licensed contractor shall install new ramps and non-slip stairs as required at all site locations listed above.
8. **The licensed contractor shall install a new metal porch covering structure, with new metal panels deck covering the entire landing, ramps, and stairs areas.**
9. **The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.**
10. The licensed contractor shall install ramp runs, with a slope no steeper than the most stringent codes and standards.
11. The licensed contractor shall install ramp runs, with two hand rails on each side for adult and children height, shall be a minimum of 36 inches (36") wide.

12. The licensed contractor shall install all landings, concrete and porch, shall be a minimum of 60 inches by 60 inches (60" x 60") minimum.
13. The licensed contractor shall install edge protection, on each side of the ramps runs and each side of the ramp landings.
14. The licensed contractor shall install a new reinforced concrete sidewalk from the new reinforced concrete landings to the existing concrete sidewalks.

Codes and Standards:

1. American with Disabilities Act (ADA)
2. Americans with Disabilities Act and Architectural Barriers Act Accessibility Guidelines (ADAABAGG)
3. Head Start Design Guide
4. Navajo Nation Occupational Safety and Health Administration (NNOSHA)

Mobilization:

1. The licensed contractor shall be responsible for receiving, unloading, and transporting any and/or all stairs, ramps, and porches to all site locations listed above.
2. The licensed contractor shall provide all necessary labor, materials, equipment, supervision, tools, transportation, and all other services to complete the project one hundred percent.
3. The licensed contractor shall be responsible for mobilization cost of materials, equipment, office trailer, storage bins, and other construction items that need transporting to all site locations listed above.
4. The licensed contractor shall be responsible to load, transport, and dispose of all damaged and replaced metal stairs/ramps and all debris material, to an approved Environmental Protection Agency (EPA) landfill off the Navajo Reservation.

Installations:

The Navajo Nation Department of Child Care and Development solicits a licensed contractor to: The purpose of the Scope of Work is to define and establish the scope of services necessary, and the contract shall be awarded based on the lowest responsible bid and responsive bid package. The bid shall meet the needs of the Navajo Nation Department of Child and Development, for the removal and disposal of all the existing metal stairs, metal ramps, existing concrete, existing vegetation, existing porch coverings, and all debris. Also, to install new reinforced concrete pad, new reinforced concrete landings, new modular aluminum ramps, aluminum non-slip stairs, two hand railings located on the inside for adult and children height, and new metal porch structure and new metal panel deck covering as required at the following locations; Alchini Nizhoni I Child Care Center – Building No. 4244, Alchini Nizhoni II Child Care Center – Building No. 4245, Cottonwood Child Care Center – Building No. 4022, Cottonwood Child Care Center – Building No. 4019, Ft. Defiance Child Care Center – Building No. 4006, Greasewood Child Care Center – Building No. 4007, Hogback Child Care Center- Building No. 4010, Kii Doo Baa II Child Care Center – Building No. 4011, Many Farms Child Care Center – Building No. 4021, Pinon I Child Care Center – Building No. 4018, Pinon II Child Care Center – Building No. 4246, Shonto Child Care Center – Building No. 4016, Tsaille Child Care Center – Building No. 4013, Tuba City I Child Care Center – Building

No. 4015, Tuba City II Child Care Center – Building No. 4017 and Tuba City III Child Care Center – Building No. 4020.

The awarded contractor shall provide quality services, as follows;

1. Alchini Nizhoni Child Care Center, Building No. 4244 and Building No. 4245
 - a. The licensed contractor shall visit the site location and take all measurements of the door heights for the required slopes.
 - b. The licensed contractor shall remove and dispose of the existing metal stairs and ramps.
 - c. The licensed contractor shall remove and dispose of the existing vegetation, and existing concrete pads.
 - d. The licensed contractor shall prepare the sub grade for the required new reinforced concrete pad and for the new required size reinforced concrete landing.
 - e. The licensed contractor shall calculate the required thickness of the new reinforced concrete pad.
 - f. The licensed contractor shall pour a new reinforced concrete pad, for the entire size of the new stairs and ramps.
 - g. The licensed contractor shall pour the appropriate size new reinforced concrete landing and connect concrete sidewalk to the existing sidewalk.
 - h. The licensed contractor shall install three (3) new modular aluminum ramps, stairs, two hand railings located on the inside for adult and children height, and metal porch structure and new metal panel deck covering as required at the front entrance/exit, north entrance/exit, and south entrance/exit, for the above building numbers.
 - i. The licensed contractor shall install a new metal structure and new metal panels, for the new metal porch structure and the new metal deck covering the entire landing, ramps, and stairs areas. The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.
 - j. The licensed contractor shall secure and anchor new modular aluminum ramps, new aluminum non-slip stairs, and new metal porch structure to the new reinforced concrete pad.
2. Cottonwood Child Care Center, Building No. 4002 and Building No. 4019
 - a. The licensed contractor shall visit the site location and take all measurements of the door heights for the required slopes.
 - b. The licensed contractor shall remove and dispose of the existing metal stairs and ramps.
 - c. The licensed contractor shall remove and dispose of the existing vegetation, existing concrete pads, and existing porch coverings.
 - d. The licensed contractor shall prepare the sub grade for the required new reinforced concrete pad and for the new required size reinforced concrete landing.
 - e. The licensed contractor shall calculate the required thickness of the new reinforced concrete pad.
 - f. The licensed contractor shall pour a new reinforced concrete pad, for the entire size of the new stairs and ramps.
 - g. The licensed contractor shall pour the appropriate size new reinforced concrete landing and connect concrete sidewalk to the existing sidewalk.
 - h. The licensed contractor shall install two (2) new modular aluminum ramps, stairs, two hand railings located on the inside for adult and children height, and metal porch structure and new metal panel deck covering as required at the front entrance/exit and rear entrance/exit, for the above building numbers.
 - i. The licensed contractor shall install three (3) new modular aluminum stairs, railings, and metal porch structure and new metal panel deck covering as required at the Kitchen entrance/exit, south entrance/exit, and rear entrance/exit, for the above building numbers.

- j. The licensed contractor shall install a new metal structure and new metal panels, for the new metal porch structure and the new metal deck covering the entire landing, ramps, and stairs areas. The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.
 - k. The licensed contractor shall secure and anchor new modular aluminum ramps, new aluminum non-slip stairs, and new metal porch structure to the new reinforced concrete pad.
 3. Ft. Defiance Child Care Center – Building No. 4006
 - a. The licensed contractor shall visit the site location and take all measurements of the door heights for required slopes.
 - b. The licensed contractor shall remove and dispose of the existing metal stairs and ramps.
 - c. The licensed contractor shall remove and dispose of the existing vegetation, existing concrete pads, and existing porch coverings.
 - d. When the existing wooden porch structure and covering is removed from the modular building, the licensed contractor shall inspect the condition of the existing horizontal wood frame support on the existing side of the modular building, for damage due to water moisture and structural cracks deterioration.
 - e. If the existing horizontal wood frame support is damaged, the contractor shall remove the existing wood frame support, including fastener materials and disposal of all damaged materials.
 - f. The licensed contractor shall install new wood frame support, new fasteners, new materials, and match the existing wood frame support dimensions.
 - g. The contractor shall install new metal panels and the new metal panel shall be the same color as the existing metal panel, that is removed.
 - h. The licensed contractor shall prepare the sub grade for the required new reinforced concrete pad, and for the required size new reinforced concrete landing.
 - i. The licensed contractor shall calculate the required thickness of the new concrete pad.
 - j. The licensed contractor shall pour a new reinforced concrete pad, for the entire size of the new stairs and ramps.
 - k. The licensed contractor shall pour the appropriate size new reinforced concrete landing and connect the new reinforced concrete sidewalk to the existing sidewalk.
 - l. The licensed contractor shall install two (2) new modular aluminum ramps, stairs, two hand railings located on the inside for adult and children height, and new metal porch structure and new metal panel deck covering as required at the front entrance/exit and rear entrance/exit, for the above building number.
 - m. The licensed contractor shall install a new metal structure and new metal panels, for the new metal porch structure and the new metal deck covering the entire landing, ramps, and stairs areas. The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.
 - n. The licensed contractor shall secure and anchor new modular aluminum ramps, new aluminum non-slip stairs, and new metal porch structure to the new reinforced concrete pad.
 4. Greasewood Child Care Center – Building No. 4007
 - a. The licensed contractor shall visit the site location and take all measurements of the door heights for required slopes.
 - b. The licensed contractor shall remove and dispose of the exiting metal stairs and ramps.
 - c. The licensed contractor shall remove and dispose of the existing vegetation, and existing concrete pads.

- d. The licensed contractor shall prepare the sub grade for the required new reinforced concrete pad, and for the required size new reinforced concrete landing.
- e. The licensed contractor shall calculate the required thickness of the new concrete pad.
- f. The licensed contractor shall pour a new reinforced concrete pad, for the entire size of the new stairs and ramps.
- g. The licensed contractor shall pour the appropriate size new reinforced concrete landing and connect the new reinforced concrete sidewalk to the existing sidewalk.
- h. The licensed contractor shall install two (2) new modular aluminum ramps, stairs, two hand railings located on the inside for adult and children height, metal porch structure and new metal panel deck covering as required at the front entrance/exit and rear entrance/exit, for the above building number.
- i. The licensed contractor shall install a new metal structure and new metal panels, for the new metal porch structure and the new metal deck covering the entire landing, ramps, and stairs areas. The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.
- j. The licensed contractor shall secure and anchor new modular aluminum ramps, new aluminum non-slip stairs, and new metal porch structure to the new reinforced concrete pad.

5. Hogback Child Care Center, Building No. 4010

- a. The licensed contractor shall visit the site location and take all measurements of the door heights for required slopes.
- b. The licensed contractor shall remove and dispose of the existing metal stairs and ramps.
- c. The licensed contractor shall remove and dispose of the existing vegetation, existing concrete pads, and existing porch coverings.
- d. When the existing wooden porch structure and covering is removed from the modular building, the licensed contractor shall inspect the condition of the existing horizontal wood frame support on the existing side of the modular building, for damage due to water moisture and structural cracks deterioration.
- e. If the existing horizontal wood frame support is damaged, the contractor shall remove the existing wood frame support, including fastener materials and disposal of all damaged materials.
- f. The licensed contractor shall install new wood frame support, new fasteners, new materials, and match the existing wood frame support dimensions.
- g. The contractor shall install new metal panels and the new metal panel shall be the same color as the existing metal panel, that is removed.
- h. The licensed contractor shall prepare the sub grade for the required new reinforced concrete pad and for the required size new reinforced concrete landing.
- i. The licensed contractor shall calculate the required thickness of the new reinforced concrete pad.
- j. The licensed contractor shall pour a new reinforced concrete pad, the entire size of the new stairs and ramps.
- k. The licensed contractor shall pour the appropriate size new reinforced concrete landing and connect the new reinforced concrete sidewalk to the existing sidewalk.
- l. The licensed contractor shall install two (2) new modular aluminum ramps, stairs, two hand railings located on the inside for adult and children height, and metal porch structure and new metal panel deck covering as required at the front entrance/exit and rear entrance/exit, for the above building number.

- m. The licensed contractor shall install a new metal structure and new metal panels, for the new metal porch structure and the new metal deck covering the entire landing, ramps, and stairs areas. The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.
 - n. The licensed contractor shall secure and anchor new modular aluminum ramps, new aluminum non-slip stairs, and new metal porch structure to the new reinforced concrete pad.
6. Kii Doo Baa II Child Care Center, Building No. 4011
- a. The licensed contractor shall visit the site location and take all measurements of the door heights for required slopes.
 - b. The licensed contractor shall remove and dispose of the existing metal stairs and ramps.
 - c. The licensed contractor shall remove and dispose of the existing vegetation, existing concrete pads, and existing porch coverings.
 - d. When the existing wooden porch structure and covering is removed from the modular building, the licensed contractor shall inspect the condition of the existing horizontal wood frame support on the existing side of the modular building, for damage due to water moisture and structural cracks deterioration.
 - e. If the existing horizontal wood frame support is damaged, the contractor shall remove the existing wood frame support, including fastener materials and disposal of all damaged materials.
 - f. The licensed contractor shall install new wood frame support, new fasteners, new materials, and match the existing wood frame support dimensions.
 - g. The contractor shall install new metal panels and the new metal panel shall be the same color as the existing metal panel, that is removed.
 - h. The licensed contractor shall prepare the sub grade for the required new reinforced concrete pad and for the required size new reinforced concrete landing.
 - i. The licensed contractor shall calculate the required thickness of the new reinforced concrete pad.
 - j. The licensed contractor shall pour a new reinforced concrete pad, the entire size of the new stairs and ramps.
 - k. The licensed contractor shall pour the appropriate size new reinforced concrete landing and connect the new reinforced concrete sidewalk to the existing sidewalk.
 - l. The licensed contractor shall install two (2) new modular aluminum ramps, stairs, two hand railings located on the inside for adult and children height, and metal porch structure and new metal panel deck covering as required at the front entrance/exit and rear entrance/exit, for the above building number.
 - m. The licensed contractor shall install two (2) new modular aluminum stairs, two hand railings, and metal porch structure and new metal panel deck covering as required at the front entrance/exit and rear entrance/exit, for the above building number.
 - n. The licensed contractor shall install a new metal structure and new metal panels, for the new metal porch structure and the new metal deck covering the entire landing, ramps, and stairs areas. The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.
 - o. The licensed contractor shall secure and anchor new modular aluminum ramps, new aluminum non-slip stairs, and new metal porch structure to the new reinforced concrete pad.
7. Little Folks Child Care Center – Building No. 4014
- a. The licensed contractor shall visit the site location and take all measurements of the door heights for required slopes.

- b. The licensed contractor shall remove and dispose of the existing metal stairs and ramps.
 - c. The licensed contractor shall remove and dispose of the existing vegetation, and existing concrete pads.
 - d. The licensed contractor shall prepare the sub grade for the required new reinforced concrete pad and for the required size new reinforced concrete landing.
 - e. The licensed contractor shall calculate the required thickness of the new reinforced concrete pad.
 - f. The licensed contractor shall pour a new reinforced concrete pad, the entire size of the new stairs and ramps.
 - g. The licensed contractor shall pour the appropriate size new reinforced concrete landing and connect the new reinforced concrete sidewalk to the existing sidewalk.
 - h. The licensed contractor shall install one (1) new modular aluminum ramps, stairs, two hand railings located on the inside for adult and children height, and metal porch structure and new metal panel deck covering as required at the rear entrance/exit, for the above building number.
 - i. The licensed contractor shall install one (1) new modular aluminum stairs, two hand railings, and metal porch structure and new metal panel deck covering as required at the westside entrance/exit, for the above building number.
 - j. The licensed contractor shall install a new metal structure and new metal panels, for the new metal porch structure and the new metal deck covering the entire landing, ramps, and stairs areas. The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.
 - k. The licensed contractor shall secure and anchor new modular aluminum ramps, new aluminum non-slip stairs, and new metal porch structure to the new reinforced concrete pad.
8. Many Farms Child Care Center, Building No. 4021
- a. The licensed contractor shall visit the site location and take all measurements of the door heights for required slopes.
 - b. The licensed contractor shall remove and dispose of the existing metal stairs and ramps.
 - c. The licensed contractor shall remove and dispose of the existing vegetation, existing concrete pads, and rear entrance/exit existing porch covering.
 - d. When the existing wooden porch structure and covering is removed from the modular building, the licensed contractor shall inspect the condition of the existing horizontal wood frame support on the existing side of the modular building, for damage due to water moisture and structural cracks deterioration.
 - e. If the existing horizontal wood frame support is damaged, the contractor shall remove the existing wood frame support, including fastener materials and disposal of all damaged materials.
 - f. The licensed contractor shall install new wood frame support, new fasteners, new materials, and match the existing wood frame support dimensions.
 - g. The contractor shall install new metal panels and the new metal panel shall be the same color as the existing metal panel, that is removed.
 - h. The licensed contractor shall prepare the sub grade for the required new reinforced concrete pad and for the required size new reinforced concrete landing.
 - i. The licensed contractor shall calculate the required thickness of the new reinforced concrete pad.
 - j. The licensed contractor shall pour a new reinforced concrete pad, the entire size of the new stairs and ramps.
 - k. The licensed contractor shall pour the appropriate size new reinforced concrete landing and connect the new reinforced concrete sidewalk to the existing sidewalk.

- l. The licensed contractor shall install two (2) new modular aluminum ramps, stairs, two hand railings located on the inside for adult and children height, and metal porch structure and new metal panel deck covering as required at the front entrance/exit and rear entrance/exit, for the above building number.
- m. The licensed contractor shall install a new metal structure and new metal panels, for the new metal porch structure and the new metal deck covering the entire landing, ramps, and stairs areas. The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.
- n. The licensed contractor shall secure and anchor new modular aluminum ramps, new aluminum non-slip stairs, and new metal porch structure to the new reinforced concrete pad.

9. Pinon I Child Care Center, Building No. 4018

- a. The licensed contractor shall visit the site location and take all measurements of door heights for required slopes.
- b. The licensed contractor shall remove and dispose of the existing metal stairs and ramps.
- c. The licensed contractor shall remove and dispose of the existing vegetation, existing concrete pads, and existing porch coverings.
- d. When the existing wooden porch structure and covering is removed from the modular building, the licensed contractor shall inspect the condition of the existing horizontal wood frame support on the existing side of the modular building, for damage due to water moisture and structural cracks deterioration.
- e. If the existing horizontal wood frame support is damaged, the contractor shall remove the existing wood frame support, including fastener materials and disposal of all damaged materials.
- f. The licensed contractor shall install new wood frame support, new fasteners, new materials, and match the existing wood frame support dimensions.
- g. The contractor shall install new metal panels and the new metal panel shall be the same color as the existing metal panel, that is removed.
- h. The licensed contractor shall prepare the sub grade for the required new reinforced concrete pad and for the required size new reinforced concrete landing.
- i. The licensed contractor shall calculate the required thickness of the new reinforced concrete pad.
- j. The licensed contractor shall pour a new reinforced concrete pad, the entire size of the new stairs and ramps.
- k. The licensed contractor shall pour the appropriate size new reinforced concrete landing and connect the new reinforced concrete sidewalk to the existing sidewalk.
- l. The licensed contractor shall install one (1) new modular aluminum ramps, stairs, two hand railings located on the inside for adult and children height, and metal porch structure and new metal panel deck covering as required at the front entrance/exit, for the above building number.
- m. The licensed contractor shall install two (2) new modular aluminum stairs, two hand railings, and metal porch structure and new metal panel deck covering as required at the rear entrances/exits, for the above building number.
- n. The licensed contractor shall install a new metal structure and new metal panels, for the new metal porch structure and the new metal deck covering the entire landing, ramps, and stairs areas. The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.
- o. The licensed contractor shall secure and anchor new modular aluminum ramps, new aluminum non-slip stairs, and new metal porch structure to the new reinforced concrete pad.

10. Pinon II Child Care Center, Building No. 4246

- a. The licensed contractor shall visit the site location and take all measurements of the door heights for required slopes.
- b. The licensed contractor shall remove and dispose of the existing metal stairs and ramps.
- c. The licensed contractor shall remove and dispose of the existing vegetation, existing concrete pads, and existing porch coverings.
- d. When the existing wooden porch structure and covering is removed from the modular building, the licensed contractor shall inspect the condition of the existing horizontal wood frame support on the existing side of the modular building, for damage due to water moisture and structural cracks deterioration.
- e. If the existing horizontal wood frame support is damaged, the contractor shall remove the existing wood frame support, including fastener materials and disposal of all damaged materials.
- f. The licensed contractor shall install new wood frame support, new fasteners, new materials, and match the existing wood frame support dimensions.
- g. The contractor shall install new metal panels and the new metal panel shall be the same color as the existing metal panel, that is removed.
- h. The licensed contractor shall prepare the sub grade for the required new reinforced concrete pad and for the required size new reinforced concrete landing.
- i. The licensed contractor shall calculate the required thickness of the new reinforced concrete pad.
- j. The licensed contractor shall pour a new reinforced concrete pad, the entire size of the new stairs and ramps.
- k. The licensed contractor shall pour the appropriate size new reinforced concrete landing and connect the new reinforced concrete sidewalk to the existing sidewalk.
- l. The licensed contractor shall install one (1) new modular aluminum 2-way ramps, stairs, two hand railings located on the inside for adult and children height, and metal porch structure and new metal panel deck covering as required at the front entrance/exit, for the above building number.
- m. The licensed contractor shall install one (1) new modular aluminum 2-way ramps, two hand railings, and metal porch structure and new metal panel deck covering as required at the rear entrances/exits, for the above building number.
- n. The licensed contractor shall install a new metal structure and new metal panels, for the new metal porch structure and the new metal deck covering the entire landing, ramps, and stairs areas. The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.
- o. The licensed contractor shall secure and anchor new modular aluminum ramps, new aluminum non-slip stairs, and new metal porch structure to the new reinforced concrete pad.

11. Shonto Child Care Center, Building No. 4016

- a. The licensed contractor shall visit the site location and take all measurements of the door heights for required slopes.
- b. The licensed contractor shall remove and dispose of the existing metal stairs and ramps.
- c. The licensed contractor shall remove and dispose of the existing vegetation, and existing concrete pads.
- d. The licensed contractor shall prepare the sub grade for the required new reinforced concrete pad and for the required size new reinforced concrete landing.
- e. The licensed contractor shall calculate the required thickness of the new reinforced concrete pad.
- f. The licensed contractor shall pour a new reinforced concrete pad, the entire size of the new stairs and ramps.

- g. The licensed contractor shall pour the appropriate size new reinforced concrete landing and connect the new reinforced concrete sidewalk to the existing sidewalk.
- h. The licensed contractor shall install two (2) new modular aluminum ramps, stairs, two hand railings located on the inside for adult and children height, and metal porch structure and new metal panel deck covering as required at the front entrance/exit and rear entrance/exit, for the above building number.
- i. The licensed contractor shall install a new metal structure and new metal panels, for the new metal porch structure and the new metal deck covering the entire landing, ramps, and stairs areas. The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.
- j. The licensed contractor shall secure and anchor new modular aluminum ramps, new aluminum non-slip stairs, and new metal porch structure to the new reinforced concrete pad.

12. Tsaile Child Care Center, Building No. 4013

- a. The licensed contractor shall visit the site location and take all measurements of the door heights for required slopes.
- b. The licensed contractor shall remove and dispose of the existing metal stairs and ramps.
- c. The licensed contractor shall remove and dispose of the existing vegetation, existing concrete pads, and existing porch coverings.
- d. When the existing wooden porch structure and covering is removed from the modular building, the licensed contractor shall inspect the condition of the existing horizontal wood frame support on the existing side of the modular building, for damage due to water moisture and structural cracks deterioration.
- e. If the existing horizontal wood frame support is damaged, the contractor shall remove the existing wood frame support, including fastener materials and disposal of all damaged materials.
- f. The licensed contractor shall install new wood frame support, new fasteners, new materials, and match the existing wood frame support dimensions.
- g. The contractor shall install new metal panels and the new metal panel shall be the same color as the existing metal panel, that is removed.
- h. The licensed contractor shall prepare the sub grade for the required new reinforced concrete pad and for the required size new reinforced concrete landing.
- i. The licensed contractor shall calculate the required thickness of the new reinforced concrete pad.
- j. The licensed contractor shall pour a new reinforced concrete pad, the entire size of the new stairs and ramps.
- k. The licensed contractor shall pour the appropriate size new reinforced concrete landing and connect the new reinforced concrete sidewalk to the existing sidewalk.
- l. The licensed contractor shall install two (2) new modular aluminum ramps, stairs, two hand railings located on the inside for adult and children height, and metal porch structure and new metal panel deck covering as required at the front entrance/exit and rear entrance/exit, for the above building number.
- m. The licensed contractor shall install a new metal structure and new metal panels, for the new metal porch structure and the new metal deck covering the entire landing, ramps, and stairs areas. The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.
- n. The licensed contractor shall secure and anchor new modular aluminum ramps, new aluminum non-slip stairs, and new metal porch structure to the new reinforced concrete pad.

13. Tuba City I Child Care Center, Building No. 4015

- a. The licensed contractor shall visit the site location and take all measurements of the door heights for required slopes.
- b. The licensed contractor shall remove and dispose of the existing metal stairs and ramps.
- c. The licensed contractor shall remove and dispose of the existing vegetation, and existing concrete pads.
- d. The licensed contractor shall prepare the sub grade for the required new reinforced concrete pad and for the required size new reinforced concrete landing.
- e. The licensed contractor shall calculate the required thickness of the new reinforced concrete pad.
- f. The licensed contractor shall pour a new reinforced concrete pad, the entire size of the new stairs and ramps.
- g. The licensed contractor shall pour the appropriate size new reinforced concrete landing and connect the new reinforced concrete sidewalk to the existing sidewalk.
- h. The licensed contractor shall install three (3) new modular aluminum ramps, stairs, two hand railings located on the inside for adult and children height, and metal porch structure and new metal panel deck covering as required at the front entrance/exit and rear entrances/exits, for the above building number.
- i. The licensed contractor shall install a new metal structure and new metal panels, for the new metal porch structure and the new metal deck covering the entire landing, ramps, and stairs areas. The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.
- j. The licensed contractor shall secure and anchor new modular aluminum ramps, new aluminum non-slip stairs, and new metal porch structure to the new reinforced concrete pad.

14. Tuba City II Child Care Center, Building No. 4017

- a. The licensed contractor shall visit the site location and take all measurements of the door heights for required slopes.
- b. The licensed contractor shall remove and dispose of the existing metal stairs and ramps.
- c. The licensed contractor shall remove and dispose of the existing vegetation, and existing concrete pads.
- d. The licensed contractor shall prepare the sub grade for the required new reinforced concrete pad and for the required size new reinforced concrete landing.
- e. The licensed contractor shall calculate the required thickness of the new reinforced concrete pad.
- f. The licensed contractor shall pour a new reinforced concrete pad, the entire size of the new stairs and ramps.
- g. The licensed contractor shall pour the appropriate size new reinforced concrete landing and connect the new reinforced sidewalk to the existing sidewalk.
- h. The licensed contractor shall install two (2) new modular aluminum ramps, stairs, two hand railings located on the inside for adult and children height, and metal porch structure and new metal panel deck covering as required at the front entrance/exit, for the above building number.
- i. The licensed contractor shall install one (1) new modular aluminum stairs, two hand railings, and metal porch structure and new metal panel deck covering as required at the kitchen entrances/exits, for the above building number.
- j. The licensed contractor shall install a new metal structure and new metal panels, for the new metal porch structure and the new metal deck covering the entire landing, ramps, and stairs areas. The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.

- k. The licensed contractor shall secure and anchor new modular aluminum ramps, new aluminum non-slip stairs, and **new metal porch structure** to the new reinforced concrete pad.

15. Tuba City III Child Care Center, Building No. 4020

- a. The licensed contractor shall visit the site location and take all measurements of the door heights for required slopes.
- b. The licensed contractor shall remove and dispose of the existing metal stairs and ramps.
- c. The licensed contractor shall remove and dispose of the existing vegetation, and existing concrete pads.
- d. The licensed contractor shall prepare the sub grade for the required new reinforced concrete pad and for the required size new reinforced concrete landing.
- e. The licensed contractor shall calculate the required thickness of the new reinforced concrete pad.
- f. The licensed contractor shall pour a new reinforced concrete pad, the entire size of the new stairs and ramps.
- g. The licensed contractor shall pour the appropriate size new reinforced concrete landing and connect the new reinforced concrete sidewalk to the existing sidewalk.
- h. The licensed contractor shall install two (2) new modular aluminum ramps, stairs, two hand railings located on the inside for adult and children height, and **metal porch structure and new metal panel deck covering** as required at the front entrance/exit, for the above building number.
- i. The licensed contractor shall install one (1) new modular aluminum stairs, two hand railings, and **metal porch structure and new metal panel deck covering** as required at the kitchen entrances/exits, for the above building number.
- j. **The licensed contractor shall install a new metal structure and new metal panels, for the new metal porch structure and the new metal deck covering the entire landing, ramps, and stairs areas. The new porch structure and new metal panel deck covering shall have a positive slope for positive drainage.**
- k. The licensed contractor shall secure and anchor new modular aluminum ramps, new aluminum non-slip stairs, and **new metal porch structure** to the new reinforced concrete pad.

Period of Performance:

For the removal and disposal of all the existing metal stairs, metal ramps, existing concrete, existing vegetation, existing porch coverings, and all debris. Also, to install new reinforced concrete pad, new reinforced concrete landings, new modular aluminum ramps, aluminum non-slip stairs, two hand railings located on the inside for adult and children height, and aluminum porch systems as required at the following locations; Alchini Nizhoni I Child Care Center – Building No. 4244, Alchini Nizhoni II Child Care Center – Building No. 4245, Cottonwood Child Care Center – Building No. 4022, Cottonwood Child Care Center – Building No. 4019, Ft. Defiance Child Care Center – Building No. 4006, Greasewood Child Care Center – Building No. 4007, Hogback Child Care Center – Building No. 4010, Kii Doo Baa II Child Care Center – Building No. 4011, Many Farms Child Care Center – Building No. 4021, Pinon I Child Care Center – Building No. 4018, Pinon II Child Care Center – Building No. 4246, Shonto Child Care Center – Building No. 4016, Tsaile Child Care Center – Building No. 4013, Tuba City I Child Care Center – Building No. 4015, Tuba City II Child Care Center – Building No. 4017 and Tuba City III Child Care Center – Building No. 4020.

The licensed contractor shall provide a written workplan schedule to the DCCD, to complete the scope of work within six (6) months or sooner, following the issuance of the Notice to Proceed.

Special Requirements:

1. The awarded contractor shall provide a written workplan schedule that allows for the least amount of disruption of the child care operations.
2. The awarded contractor must be a licensed contractor for the removal and disposal of all the existing metal stairs, metal ramps, existing concrete, existing vegetation, existing porch coverings, and debris. Also, to install new reinforced concrete pad, new reinforced concrete landings, new modular aluminum ramps, aluminum non-slip stairs, two hand railings located on the inside for adult and children height, **new metal porch structure and the new metal deck covering** in accordance with the scope of work.
3. The awarded contractor shall submit written weekly reports on the status and completion of the entire project at all site locations.
4. The awarded contractor shall be responsible for the disposal of all damaged and replaced materials, to an approved EPA landfill, off the Navajo Reservation.
5. Payments shall be made in accordance with the provisions of the contract.

End of Statement of Work

REQUEST FOR PROPOSAL

General Information

**DCCD Installation & Removal of Existing Exterior Stairs and Ramps Services
Department of Child Care & Development
Navajo Nation Division of Social Services**

Bid No: 23-10-3143LE

Addendum #1

Request for submittal deadline: All RFPs must be received, by Tuesday November 28, 2023 at 5:00 pm MDT

CONTACT INFORMATION: Navajo Nation Department of Child Care & Development
Cyrus Davis, Planner/Estimator
Phone No: (928) 871-7761

COURIER SERVICE/DELIVERY TO: Navajo Nation Department of Child Care & Development
Attention: La Tisha Dodson, Contract Analyst
47552-B State Highway 264, Window Rock, AZ 86515

MAIL TO: Department of Child Care & Development
Navajo Division of Social Services
P.O. Box 2425
Window Rock, Arizona 86515

INSTRUCTION TO BIDDERS

- A. **ISSUING OFFICE:** This Request for Proposals (RFP) is issued for the Navajo Nation Department of Child Care & Development. P.O. Box 2425 Window Rock, Arizona. The Navajo DCCD supports low-income working families through childcare financial assistance and promotes children’s learning by improving the quality of early care, education, and afterschool programs at child care centers located throughout the vast regions of the Navajo reservation.
- B. **PURPOSE:** This RFP provides prospective proposals with sufficient information to enable them to prepare and submit for consideration.
- C. **SCOPE:** This RFP contains the instructions governing the proposals to be submitted and the materials to be included therein; mandatory requirements which must be met to be eligible for consideration; and other requirements to be met. Please include any supporting attachments with the proposal packet.
- D. **SCHEDULE OF ACTIVITIES:** **DEADLINE:**
- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| 1. Prospective proposals Inquiry deadline
(No questions accepted after this date)
Inquiries and questions will be answered
at any time, prior, questions may be verbal
or in writing. <u>Due date for all proposals</u> | November 27, 2023

November 28,2023 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
- E. **INQUIRES:** Prospective proposals may make telephone or written inquiries concerning this RFP to obtain clarification of requirements. No inquiries will be accepted after the inquiry deadline listed in Section D. (1) Mailed inquiries is to be addressed to:

The Navajo Nation
Department of Child Care & Development
Post Office Box 2425
Window Rock, Arizona 86515

- F. **ADDENDUM OF SUPPLEMENT TO THIS REQUEST FOR PROPOSALS:** In the event that it becomes necessary to revise any part of the RFP, an addendum will be issued.
- G. **PROPOSALS SUBMISSION:** Proposals must be received on or before November 28,2023. Businesses who are mailing their proposals should allow sufficient time for mail delivery to ensure receipt by the time specified. If mailed, it is recommended that proposals be sent by certified mail to the address indicated on the cover sheet of the RFP. NO LATE PROPOSALS WILL BE ACCEPTED.

FOUR (4) COPIES OF THE PROPOSAL ARE REQUIRED: The original and three copies must be delivered in a sealed envelope. The outside of the envelope should be clearly marked with the **DCCD Installation & Removal of Existing Exterior Stairs and Ramps Services, Bid No: (23-10-3143LE) DO NOT OPEN**, and the name and address of the firm submitting the proposal. Cost to be sealed in a separate envelope.

LATE RECEIPT OF PROPOSALS: Late proposals will NOT be accepted. It is the responsibility of the proposal to ensure that the proposal arrives in the Purchasing Services Department prior to the date and time specified.

- H. **REJECTION OF PROPOSALS:** The Navajo Nation Purchasing Services Department and The Navajo Nation Department of Child Care & Development reserves the right to reject any or all proposals and to waive informalities and minor irregularities in proposals received.
- I. **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".
- J. **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 K below. The Navajo Nation Purchasing Services Department has the right to use any or all system ideas presented in reply to this RFP, subject to limitations in paragraph K below. Disqualification or non-selection of a proposal or bid does not eliminate this right.
- K. **INCURRING COSTS:** The Navajo Nation Purchasing Services Department and The Navajo Nation Department of Child Care & Development is not liable for any cost incurred by the proposal prior to issuance of a contract.
- L. **ACCEPTANCE OF PROPOSAL CONTENT:** The contents of the proposal of the successful proposal will become contractual obligations if 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 Services Department and the Navajo Nation Department of Child Care & Development reserve the right to pursue appropriate legal action in the above set of circumstances.
- M. **ACCEPTANCE TIME:** The Navajo Nation Division of Social Services – Department of Child Care & Development, intends to make a vendor selection within ten (10) days after the closing date for receipt of proposals.
- N. **AWARD OF BID:** Upon selection, a contract document will be prepared to the vendor and the proposal submitted by the vendor will become part of the contract.
- O. **JOINT PROPOSALS:** Nothing in this RFP shall be construed to prohibit vendors from entering into a consortium for the purpose of affirming a proposal in response to this RFP. Parties to a consortium will not be permitted independent, individual proposals in response to this RFP.
- P. **EVALUATION PROCEDURES AND CRITERIA:**
 - I. A Review Committee will review and will judge the proposals received in accordance with the general criteria used herein. The team may request oral presentations by the

organization proposing. Proposals must be prepared to provide any additional information the team feels necessary for a fair evaluation of proposals.

II. 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.

III. The sole objective of the review team will be to select the proposal that is most responsive to the needs of the Navajo Nation Department of Child Care and Development. The specifications in this RFP represent the minimum performance criteria necessary for a response. On the basis of the evaluation criteria established in this RFP, the Review Committee will select and recommend the proposal who best meets this objective.

IV. Evaluation Criteria: The following criteria will be used by the selected proposal reviewing Committee in the selection process for contract award. The technical proposal factors will be rated on a scale of 1-100 with weight relations as stated below.

Proposal Content and Organization 0-10 Points

- Organization letter & Qualifications
- Implementation plan & schedule
- Copies of licenses, certifications

Project detailed 0-30 Points

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

Project Schedule: 0-20 Points

- Schedule and proposed time frame of services

Credentials and Past Performance 0-25 Points

- Licensures of business
- Detailed resume and experience

Cost: 0-15 Points

- Separate Sealed Envelope

V. 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 differential, the keenness of competition in the Technical Proposal, and the impact of other factors. The burden of proof as to cost credibility rests with the offeror. Proposed costs 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 department 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 detail cost and attachment to be with proposal packet.

- Attachment called "Purchase Price" that's under the Scope of Work.

Q. **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 into as a result for the RFP shall

comply with Navajo Nation law, rules and regulations, including the Navajo Preference in Employment Act, the Navajo Nation Business Opportunity Act, Navajo Procurement 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 construed as a waiver of the Navajo Nations Sovereign Immunity.

- R. **RETURN OF PROPOSALS:** The Navajo Nation has no obligation to return any proposals received in response to this RFP.
- S. **SPECIAL CLAUSES:** Pursuant to Section 507 PL 106-113, Special Clauses: The grant agreement requires disclosure of (1) the percentage of the total costs of the program or project which will be financed with Federal money (2) the dollar amount of Federal funds for the project or program, and the (3) percentage and dollar amount of total costs of the project or program that will be financed by nongovernmental sources.
- 100% of total cost of this RFP will be financed with ACF-DHHS CCDF Grant Funds
 - Upon award and acceptance, the total dollar amount will be made available
 - Upon the contract with the awarded vendor.
 - None of this RFP will be funded by outside sources.
- T. **TERMS:** The term of this contract will be approximately 6 (six) months, January 23, 2024- June 23, 2024 , with option for negotiable contract or a purchase order that will requires mutual agreements between both parties.
- U. **PROPOSAL REQUIREMENTS:** All proposals must have as a minimum, the capabilities listed herein and the bid proposal submitted must reflect in detail the inclusion of these services as well as the degree of expertise in utilizing these capabilities.
1. Licensed, bonded, and current **General Liability**.
 2. Prospective recipient shall sign a **Navajo Nation Debarment and Suspension Waiver** form, to be provided by DCCD.
 3. Must Submit Listing and provide all Licenses, Certification, Awards, Degree with Proposal
 4. Prospective recipient shall sign a **Tax Form – W9 (2018)**

BILLING AND PAYMENT:

1. Billing and payment shall conform to 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 of a vendor’s invoice is needed for payment. The invoice must also contain identical information as shown on the purchase order or contract.

Acknowledgment:

I read and reviewed information pertaining “Request for a Proposal” for Navajo Nation Division of Social Services “DCCD Installation & Removal of Existing Exterior Stairs and Ramps Services” Addendum #1 for Tribal Child Care Centers and approve to be advertised as is.


Cyrus Davis, Planner/ Estimator


Deannah Neswood-Gishey, Department Manager III