

Request for Proposals
for
Fencing 4.59 Acre Property

REQUEST FOR PROPOSAL BID No. 25-08-3836GC

PROPOSAL DUE DATE: Wednesday, August 27, 2025 4:00 PM DST

To the attention of: Navajo Nation Purchasing Services
Admin. Building #1, Window Rock Blvd.
P.O. Box 9000
Window Rock, AZ. 86515

The Division of Economic Development – Navajo Tourism Department is seeking proposals from qualified fencing construction firms to fence the entire 4.59-acre property. The property is proposed to be *Sheepsprings Visitor Center*. The property has buildings, parking lots and is partially fenced. The site is located on the corner of US Highway 491 and State Highway 134.

Preference will be applied to qualified certified Navajo owned businesses in accordance with the Navajo Business Opportunity Act (5 N.N.C. §201 et seq) as specified in the Navajo Nation Procurement Code-12 N.N.C.§301. All interested entities shall comply with all laws, rules and regulations of Navajo Nation Business Regulatory, Navajo Office of Contracts and Navajo Tourism Department.

All interested firms must show proof of following policies 1.) a minimum of \$1,000,000 Professional Liability Insurance 2.) \$1,000,000 General Liability Insurance, with The Navajo Nation as Certificate Holder. The proposal must include a statement detailing recent specialized work experience in providing the specified services and facilities. Proposals failing to provide the required statements within this RFP shall be rejected as non-responsive.

A Site Job-Walk is scheduled: Monday, August 25, 2025 1:30 PM (DST)
Inquiries for this Proposal, direct to the Division of Economic Development-Tourism Department.

CONTACT PERSON: Bobby Martin, Manager
Tourism Department
Division of Economic Development
Telephone Number (928) 357-6291

*Proposals can also be hand-delivered to: Division of Economic Development-Tourism Department 2nd Floor
By 4:00 PM (DST Time), Wednesday, August 27, 2025.

SCOPE OF WORK

1. The Contractor shall coordinate with and obtain the approval of all entities exercising jurisdiction over the site.
2. The Contractor shall coordinate with Navajo Tribal Utility Authority and the Navajo Nation in regard to site utilities. Should utility retirement become necessary, the cost shall be included in the proposal.
3. The entire 4.59-acre property shall be fenced with 7'/8' commercial black steel posts. The fence will include a two-vehicle wide entrance with a locking gate. A walk-in entrance to be located about 12' away from vehicle entrance. A second walk-in entrance to be located on the south fence, identical to the first.
4. Completely dispose of the entire current fence. All waste materials resulting from the project shall be promptly removed and legally disposed of.
5. The entire fence ground-site shall be graded to a smooth finish, raked and left free of any debris.
6. At the completion of the project, furnish a project summary and all information and reports that may be required by offices that have jurisdiction over the work.

GENERAL REQUIREMENTS

TIME SCHEDULE:

The work at the site shall be completed within 30 days upon the Notice-to-proceed is issued.

UTILITIES: It shall be the contractor's responsibility to locate any existing utilities. It shall also be the contractor's responsibility to coordinate with NTUA on any matters concerning affected utilities. Any damage to utilities shall be repaired at the contractor's cost.

WORK PLAN AND SCHEDULE: A work plan shall be prepared, listing the tasks to be performed and how they will be performed. The work plan shall contain a schedule of the entire job.

SAFETY: A Site Safety Plan shall be in-place for all aspects of work anticipated for the site.

BUDGET:

The proposed budget is to be *provided separately in a sealed envelope* with the Proposal Bid Number written on the outside of the envelope. Include 6% Navajo Nation Tax (shall be included in Proposal budget).

- Instructions to offerors to visibly mark on the outside of the proposal package, the offeror's priority status under the Navajo Nation Business Opportunity Act. "It is the responsibility of the offeror to identify themselves as certified under the Navajo Nation Business Opportunity Act".

- “Processing of Payments” – The payment procedures established by the OOC-Division of Finance shall be adhered to and are to begin whenever Goods or Services are delivered and accepted.

PROPOSAL FORMAT AND CONTENT:

1. Letter of interest
2. Written contractor’s relevant qualifications and capabilities.
3. Answer all RFP specifications.
4. Scope of Work Requirements.
5. Three (3) references.
6. Include copy of current Navajo Business Preference Act Certificate. Having preference does not guarantee award of the project.
7. Provide a Management Plan for the project. Identify and provide resumes, including copies of professional licenses of the key staff and consultants that will participate in the project.

*The Division of Economic Development reserves the right to reject any and all bids and to waive any informalities on the bids received, whenever such rejection or waiver is deemed in the best interest of the Navajo Nation.

SCHEDULE OF ACTIVITIES

1) Job Site-Walk

TIMELINES

Monday, August 25, 2025

1:30 PM DST

PROPOSALS DUE

Wednesday, August 27, 2025

4:00 PM DST

*Proposal Bid #25-08-3836GC

*All proposals MUST have Prospective Respondent’s name and contact information on the OUTSIDE of the Sealed Proposal and Proposal Cost (envelopes).

*One (1) original and three (3) copies.

*Facsimile, electronic mailed **WILL NOT** be accepted.

PLEASE! LATE RECEIPT OF PROPOSALS after Wednesday, August 27, 2025 4:00 PM DST WILL NOT be accepted.

*All correspondences, inquiries, relating to this Proposal Request shall become the property of Navajo Division of Economic Development-Tourism Department.

ATTACHMENTS: Debar

W-9

***Please Fill These Forms out and Include with the BID**

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

**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) _____ (Applies to accounts maintained outside the United States.)
	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 <i>How to get a TIN</i> , later.																																													
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Note: If the account is in more than one name, see the instructions for line 1. See also <i>What Name and Number To Give the Requester</i> 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.			
<table border="1"><tr><td>Sign Here</td><td>Signature of U.S. person</td><td>Date</td></tr></table>	Sign Here	Signature of U.S. person	Date
Sign Here	Signature of U.S. person	Date	

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