**DINÉ COLLEGE**

**Request for Proposals (RFP)**

**PROJECT NAME: Tsaile Campus Perimeter Fencing Project**

**RFP Submitted By:**

Hereinafter referred to as “Contractor”: corporation , partnership , individual 

Native American-owned Firm? Yes , No 

|  |  |
| --- | --- |
| State of Incorporation: |  |

**In submitting the RFP response to Diné College (“College”), Contractor acknowledges that:**

1. Contractor has reviewed Attachments “B” **Tsaile Campus Perimeter Fencing Project Summary;**
2. Contractor understands that the Contractor will be compensated for actual costs incurred during the project subject to a not-to-exceed price; the project will be an open-book, GMP delivery method.
3. Contractor possesses the financial ability and experience to complete the scope of the Tsaile Campus Perimeter Fencing Installation project and provide required construction services; and,
4. Contractor understands that the “Cost Proposal” is not the only factor that will determine the selection of the firm, and that the Statement of Qualifications submitted by the contractor will also constitute part of the criteria used in the selection.

**Required Information from Contractor:**

|  |  |
| --- | --- |
| **NOT-TO-EXCEED COST PROPOSAL:** **(Include a Contingency Account in the amount of 10% of the total)****(Include all required taxes such as the Navajo Nation Business Tax)****(Provide a breakdown of costs with this proposal. The breakdown can be submitted in a separate, sealed envelope.)** | **$** |
| **Total Number of Calendar Days to Complete Project:** |  |
| **Contractor has completed/enclosed Attachment “A” ‘Statement of Qualifications’:**  | Yes , No  |

**RFP SUBMISSION BY:**

|  |  |
| --- | --- |
| **Printed Name:** |  |
| **Title:** |  |
| **Mailing Address:** |  |
| **Telephone No.:** |  |
| **E-mail Address:** |  |
| **Fax No.:** |  |

SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **RETURN RFP TO:** | Diné College, Attn: Teresa Holtsoi -Purchasing Agent ‘RFP ENCLOSED Dine College NHC Finance Office Rm 630A ,Tsaile, AZ 86556 |
| **RFP DUE:**  | RFP responses should be returned in a **sealed** envelope to the NHC Finance Office Rm #630A no later than **June 26, 2024,** at 12:00pm MDT. *Facsimiles will not be accepted. E-mail correspondence and sealed packages arriving via mail services will be accepted.*  |
| **QUESTIONS:** | Questions may be directed to Mr. Wayne O’Daniel Work Ph: (928) 724-6772, Cell Ph: (928) 313-1841, E-mail: *wrodaniel@dinecollege.edu* |

**Additional Information:**

* **The College retains the right to reject any or all the RFP responses that it receives.**
* **Per the College’s Financial Policies and Procedures, preference in the award of contracts and subcontracts shall be given to Indian-owned economic enterprises and Indian organizations.**
* **The College will be holding a *Mandatory* Pre-Bid Conference. The Pre-Bid Conference will be held on \_Tuesday June 18, 2024, at 10:00am, MDT in the Tsaile Physical Plant Building O&M Conference Room. Please direct questions to Mr. Wayne O’Daniel, Diné College Maintenance Foreman.**
* **The College anticipates a mid-July award, with construction beginning on July 8, 2024.**

**ATTACHMENT “A”**

**Statement of Qualifications**

*(Contractor may attach documents as needed)*

|  |  |
| --- | --- |
| 1. **Name of Firm:**
 |  |
| 1. **State License No. (if applicable):**
 |  |
| 1. **License Expiration Date:**
 |  |
| 1. **Years Engaged Under Present Name:**
 |  |
| 1. **General Character of Work Performed by Contractor:**
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| 1. **Names/Titles of Key Personnel to be assigned to Tsaile Campus Perimeter Fencing:**
 |  |
| 1. **List of completed projects** **similar to this Construction Project in past five years:**
 |  |
| 1. **Names of Clients that may be contacted as references (name, phone number, name of firm, project title):**
 |  |

**(Check applicable box) Current Status with Navajo Nation, State of Arizona Procurement Office, and System for Award Management for the U.S. Federal Government:**

 Currently Not on Debarment Listing

 Currently On Debarment Listing

**(Check applicable box) Contractor’s firm is presently engaged in litigation? If yes, please add a page detailing the circumstances and the current state of the litigation.**

 Yes

 No

**ATTACHMENT “B”**

**Tsaile Campus Perimeter Fencing Project Summary**

1. **BACKGROUND**
	* **Historical Background**. Established in 1968 as the first tribally controlled college in the U.S., Diné College is chartered and governed by the Tribal Council of the Navajo Nation. Diné College is affiliated with and accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. Diné College maintains a multi-site system with campuses and centers located at six geographically dispersed sites in Arizona and New Mexico.
	* **Tsaile Campus Perimeter Fencing Project**. Diné College seeks to install approximately 67,820 linear feet of five strand wire fencing along the 1,256-acre boundary at the main campus site in Tsaile, AZ.
2. **PROJECT SCOPE OF WORK**

**Part A –** The contractor is responsible to provide cost proposal for the following:

1. The installation of a perimeter fence on the Tsaile campus. Using Dine College provided Property Coordinates, mark. Clear the area where the fence will be installed of any obstructions, debris, or vegetation. Ensure the ground is relatively level and free from large rocks or other obstacles.
2. Ensuring all the necessary materials and tools are on hand.
	1. includes all necessary wire strands, T-posts, wire tensioners, staples, or clips, fencing pliers, T-post driver, a post hole digger or auger, a hammer, and safety gear such as gloves and eye protection.
3. Installation of four strands of 2-point 14-gauge Class 3 barbed wire and one strand of smooth stretched between posts line post spacing will be at 10 to 20 feet apart fence height at 54”, spacing between wires bottom smooth wire at 12” from ground then 10” intervals of 2-point barbed wire above each wire

Set the corner and end posts “H” post (wood), and corner post with diagonal brace posts (steel Angle Iron), and Tension posts with diagonal brace post in concrete to ensure they are more substantial than the intermediate posts to provide extra support for the fence line. Once the corner and end posts are in place, install the intermediate posts along the fence line spaced evenly, typically 10 feet to 20 feet apart depending on the terrain and strength of posts. Use a level to ensure each post is plumb and upright

* 1. Use a T-post driver or sledgehammer to drive the posts into the ground until they are firmly anchored
	2. Install tension post every 100 linear feet and twist wire stays at a minimum of one per 10 feet to keep the wire taut and prevent sagging attaching all strands of barbed wire.
	3. Pull the wire tight and secure it to each intermediate post, making sure it is level and properly tensioned.
	4. Once all the strands are in place, inspect the fence line to ensure it is properly tensioned and securely attached to the T-posts. Make any necessary adjustments to the tension or alignment of the wire to ensure the fence's integrity.
	5. No splicing of wire mid span. Terminate all stands at an end post, with a 6-inch wrap.
	6. Trim any excess wire and securely fasten the loose ends to the end or corner posts to prevent injury and ensure the fence is secure
	7. Walk along the fence line to check for any areas that may need additional attention, such as loose wire or improperly secured posts. Make any necessary repairs or adjustments to ensure the fence is complete and functional
1. Emphasize the importance of safety throughout the installation process. Provide guidelines for personal protective equipment (PPE) such as gloves and eye protection, as well as safe work practices to minimize the risk of injury
	* **Miscellaneous**
	1. New material throughout.
	2. New poles throughout.
2. **PROJECT TERMS & CONDITIONS**
	* **Note:** The following items constitute a general description of the terms and conditions applying to the Tsaile Campus Perimeter Fencing Project. A more complete set of Terms and Conditions shall be included in the Contractual Agreement after the College issues a Notice of Award for this project.
	* **Native American Preference.** Preference in the award of contracts shall be given to Indian-owned economic enterprises and Indian organizations.
	* **Notice of Intent to Award.** Upon receipt and review of RFP responses, and pending the selection of a qualified Contractor, the College may issue a Notice of Intent to Award and enter negotiations with the selected Contractor to finalize terms and conditions related to the project.
	* **Materials Submission.** The Contractor will be required to forward material submittals to the College for final selection including but not limited to Material source and country of origins, Wire type, and Post specifications, and finishes.
	* **Cost breakdown:** The Contractor shall furnish a cost breakdown with their RFP. Please bid with all steel post and wooden post separately.
	* **Performance and Payment Bonds.** Per the Financial Policies and Procedures of the College, the Contractor will be required to provideperformance and payment bonds for the project at 100% of the total contract price per bond.
	* **Notice of Award.** The College will issue a Notice of Award after terms and conditions are finalized.
	* **Notice to Proceed.** The Contractor will begin work on the project after receipt of the College’s Notice to Proceed. No materials purchased by the Contractor before receipt of the Notice to Proceed will be reimbursed by the College.
	* **Project Retainage.** Per the Financial Policies and Procedures of the College, The College will retain 10% of all construction contract payments as insurance of proper performance of the contract.
	* **Waste Disposal.** All waste and debris (solid or liquid) generated on site that is related to the project scope of work, including applicable demolition of existing structures, will be considered the responsibility of the Contractor to remove to a legal landfill.  A waste disposal invoice must be presented to the College along with the Contractor’s final invoice before the College authorizes reimbursement for total waste disposed.

**End of RFP**