

# HOPI TRIBAL HOUSING AUTHORITY

P.O. BOX 906

POLACCA

ARIZONA 86042

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7/13/2022

## 2024 REQUEST FOR QUOTATION (RFQ) Kykotsmovi Multi-Purpose Community Building Project ACM Removal & Remediation March 18, 2024



The Hopi Tribal Housing Authority (HTHA) is seeking quotes for professional ACM Removal & Abatement services from qualified, registered firms that are licensed to perform work in the state of Arizona under the small purchase provisions of the HTHA Procurement Policy and in accordance with 24 CFR §1000.26 and 24 CFR §1000.52. The selected firm will enter into and negotiate fixed-price contract for this one (1) home.

The HTHA seeks to do a substantial ACM Removal & Remediation on one **existing** Building at Kykotsmovi, Arizona. This is the Kykotsmovi Multi-Purpose Community Building

### **Scope of Work**

Scope of work shall include:

1. ACM Removal & Abatement will be based on the Lab Results as provided
2. ACM removal on the interior flooring, black mastic and Drywall.
3. Full Demolition of the contaminated materials of ACM in the identified flooring area.
4. The identified CMU filler material that's on the interior and exterior walls.
5. Proper securing of the area and notices to be posted in the immediate area
6. Clean up of home using Wet wipe or Vacuum with a HEPA (High-Efficiency Particulate Air)
7. Contractor will be responsible for all equipment needed, transporting for proper disposal of the ACM debris.
8. All required disposal permits will be obtained by the contractor
9. Contractor to be responsible to provide generator for its equipment
10. Contractor to comply with all EPA Standards as far as testing of proper clearances after the removal process is completed – Air sampling & proper reports to HTHA
11. Contractor will be responsible for contacts with the Hopi Environmental Protection Office for proper notifications
12. Hopi Business License is required upon selection
13. Clean up & Completion Certification of Demolition work required
14. Contractor to submit for a complete quote on the work requested
15. Site visit will be an option to the contractors, Not required
16. Contractor to provide a time frame on a demolition Construction Schedule
17. Hopi TERO & Business License Fee & Tax will be required upon selection

### **Required Submissions**

All Proposals shall include:

All proposals must include completed copies of the following forms

1. Instructions to Bidders for Contracts (HUD Form 5369)
2. Representations, Certifications, and Other Statements of Bidders (HUD Form 5369-A)

3. Statement of General Conditions (HUD Form 5370)
4. Non-Collusive Affidavit (HTHA Form)
5. Native American Enterprise Qualification Statement

Bidders shall deliver Certificates of Insurance for workers compensation, general liability, auto/comprehensive and property damage liability insurance.

**Bidders must participate in a Mandatory Pre-Bid meeting on April 09, 2024 @ 10:00 pm MST at HTHA Main office in Polacca, AZ.**

### **Licensing and Fee Requirements**

- A. Proposers must be contractors licensed and in good standing in a State.
- B. The awarded firm and Sub-Contractors will be responsible for all fees, including, but not limited to testing, inspection, and business licensing fees. Tribal Employment Rights Office imposes a .05% fee on the contract amount. The Hopi Office of Revenue Commission imposes a business license fee based on contract amount.
- C. Proposers shall contact and obtain authorization and licenses from the Hopi Office of Revenue Commission (ORC), the Tribal Rights Employment Office (TERO) to conduct business within the Hopi Reservation.

### **Indian Preference**

The work to be performed under this contract is subject to Section 7(b) of the Indian Self Determination and Education Assistance Act (25 U.S.C. 450 (e)). Section 7(b) requires to the greatest extent feasible:

1. Preference and opportunities for training and employment shall be given to American Indians and Alaska Natives.
2. Preference in the award of contracts and subcontracts shall be given to American Indian/Alaska Native-owned enterprises as defined in section 3 of the Indian Financing Act of 1974 [25 U.S.C. 1452]

### **Proposal Due Date**

Interested firms may submit their proposal in person to the Hopi Tribal Housing Authority, bid due date is on **April 25, 2024 @ 3 pm MST**. This Request for Quotation is open to both Indian and non-Indian firms. Faxed proposals will be accepted. Physical Address: Hopi Tribal Housing Authority, AZ State Route 264, Mile Post 390, Polacca, AZ 86042.

### **Contract Requirements**

Within ten days of award, the Contractor shall execute a contract with HTHA, the Owner, which shall be prepared by the HTHA's legal counsel and which contains additional obligations and requirements that apply to this Project. A sample of the contract format that will be required HTHA is available upon written request. Davis Bacon or tribal wage requirements, whichever is greater, shall apply. Federal funds are being used to fund this Project. All applicable federal laws shall apply including but not limited to the provisions of the Native American Housing Assistance and Self-Determination Act (NAHASDA), 25 U.S.C §§ 1401, *et. seq.* and NAHASDA regulations at 24 C.F.R. part 1000. Tribal Employment Rights Office fees and regulations apply as applicable.

**Miscellaneous**

No assignment of any contract award will be permitted unless HTHA gives its written consent.

Any proposal submitted shall state that it will remain open for 60 days. HTHA reserves 1) the right to reject any and all proposals including those that it determines, in its sole discretion, to be unresponsive or from irresponsible proposers, and 2) the right to waive any irregularities in any proposals.

Any questions, call HTHA office for Larry Willie, Project Manager or Felicia Yaiva, HTHA Procurement Officer @ (928) 737-2810 or [fyaiwa@htha.org](mailto:fyaiwa@htha.org)

Attachments: These documents will be distributed at the Mandatory Pre-Bid Meeting

1. Instructions to Bidders for Contracts (HUD Form 5369)
2. Representations, Certifications, and Other Statements of Bidders (HUD Form 5369-A)
3. Statement of General Conditions (HUD Form 5370)
4. Non-Collusive Affidavit (HTHA Form)
5. Native American Enterprise Qualification Statement

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