



REQUEST FOR PROPOSALS

HAVASU LAKE, CALIFORNIA
CHEMEHUEVI INDIAN TRIBE

RFP NO. 25-0730

NOTICE IS HEREBY GIVEN that the Chemehuevi Indian Tribe is soliciting proposals / bids for **Construction of a NEW 5-Plex Apartment Complex with Parking Lot** related to the **5-Plex Apartments** in Havasu Lake, California. Interested contractors ("Proposer(s)") may request a digital copy of the engineer plans for the 5-Plex Apartments from the Chemehuevi Indian Tribe Realty/Planning Department, at 1980 Palo Verde Dr., Havasu Lake, California 92363, or may download it from the Tribe's website at www.chemehuevi.org. Interested contractors are also allowed to provide an **alternative design** proposal for the construction project, so long as it is within the project range of \$900,000 - \$1,500,000. The RFP provides specific information about the scope of services, templates and checklists for submission requirements, and evaluation criteria and selection procedures. The Chemehuevi Indian Tribe is committed to offering accessible and equitable procurement, should a proposer need assistance in accessing available information about this opportunity please contact the Tribal Planning Office at the information provided below.

PROPOSAL / QUALIFICATION SUBMITTAL DEADLINE: Proposers shall submit the completed and executed **proposal** *in at least one of the following formats: 1) 5 unbound paper copies, 2) electronic file via email, or 3) USB drive.* The **Proposals** must be received by the Realty/Planning Department by no later than September 12, 2025 at 3:00 pm ("Submission Deadline"), to the following address: 1980 Palo Verde Dr., Havasu Lake, California 92363. Bids will only be accepted in a format listed above. No late bids will be accepted.

PRE-PROPOSAL MEETING: There will be a pre-proposal submission meeting on **August 20, at 10:00 AM** at Chemehuevi Realty/Planning Office, 1980 Palo Verde Dr., Havasu Lake, California 92363

Proposers attending the pre-submission meeting may ask questions or seek clarification regarding this RFP via the procedures outlined below. Questions or clarifications concerning the RFP must be received by the Chemehuevi Indian Tribe, Planning Department, no later than 3:00 PM, August 27, 2025. Questions regarding the RFP may be submitted in writing directly to the Chemehuevi Indian Tribe, Planning Department, at the following address: P.O. Box 1976, Havasu Lake, CA 92363, or via email to: planner@cit-nsn.gov. Any questions received by the Planning Department after the stated deadline will be disregarded. All questions received by the Planning Department prior to the stated deadline shall be answered via an Addendum to this RFP and circulated to all registered Proposers.

DESCRIPTION OF SERVICES: The services to be performed shall include, but not be limited to:

1. *Site Preparation – Soil Analysis, Permits & Approvals, Leveling Work & Excavation*
2. *Foundation – PPCP (prestressed concrete pressure pipe) lines installation, Foundation framing and pouring.*
3. *Framing – Framing Work, Slab Work, Columns, Beams, Brick Masonry Work, Door/Window Gaps, Plastering Work.*
4. *Utilities Installation – Water lines, Wastewater lines, Power lines*
5. *Interior Finishes – Plastering Work, Doors/Windows Installation, Flooring Work, Painting Work, Electrical and Plumbing Work, Interior Finishing Work.*
6. *Exterior Finishes – Exterior Finishing Work, Terrace and Roof Finishing Work, Woodwork and Fixture Fittings, Waterproofing and Painting Work.*
7. *Fencing – Back yard perimeter fencing work, with Block wall separation of each apartment back yard.*
8. *Parking – Design/Planning, Site Preparation, Grading/Leveling, Material Installation, Drainage/Accessibility, Final Touches (curbs, gutters, additional features, dumpster containment structure.*

QUALIFICATIONS:

The proposal must include sufficient information regarding qualifications and determine that the respondent is qualified and has relevant experience. The proposal should include the following information:

1. Name, address and brief description of firm.
2. Resumes of key personnel to be assigned to this project.
3. A one-page narrative as to firm's interest, particular abilities and qualifications related to this project.
4. Describe other projects completed by this firm and key personnel pertinent to this project. Include reference contact information.
5. Provide examples of knowledge, expertise and/or experience with other related work.
6. Firm's proximity to the work area, if relevant.
7. Bid price to perform services identified in the proposal.
8. Additional information as required by the owner.
9. Authorization - The response must be signed by an individual authorized to bind the firm and shall contain a statement to the effect that the response is valid for at least 90 days.

EVALUATION CRITERIA: Evaluation criteria for the selection of the firm shall be based on the following:

1. Proposer's documented capacity to perform required services = 10 points max.
2. Evaluation of assigned personnel = 10 points max.
3. Related Experience = 10 points max.
4. Proposer's proven experience with budget control = 10 points max.
5. Demonstrated knowledge of local community and experience developing trust-based relationships = 10 points max.
6. Analysis of narrative statement = 10 points max.
7. Reference checks = 10 points max.
8. Demonstrated experience centering equitable processes and outcomes in service provision = 10 points max.
9. Certified MBE, WBE, Section 3, Small Business = 10 points max.
10. Cost Comparison = 10 points max.

The Chemeheuvi Indian Tribe reserves the right to cancel this solicitation, reject any or all submissions, with or without cause, to waive technical errors and informalities, and to accept any proposal from a proposer which is qualified and best serves the interests of or represents the best value to the Tribe.

FEDERALLY ASSISTED PROJECT:

This project is a federally assisted in whole or in part with Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development, Catalog of Federal Domestic Assistance Number 14.218.

Contractors shall be required to document their status as a Minority Business Enterprise (MBE), a Women-Owned Business Enterprise (WBE), or a non-MBE or WBE firm. The *Chemehuevi Indian Tribe* CDBG Program encourages the participation of MBE and WBE businesses to the greatest extent feasible on CDBG-funded projects in accordance with Executive Order 11625 and Executive Order 12138.

DEBARRED CONTRACTORS: The regulations at 2 CFR Part 180 restrict awards, subawards and contracts with certain parties that are debarred, suspended or otherwise excluded from or ineligible for participation in federal assisted program, project, or activities. Contractors that have been debarred and are listed on the federal Systems for Awards Management found at SAM.gov, will not be eligible to participate.

CONFLICT OF INTEREST: In the procurement of supplies, equipment, construction, and services by sub-recipients, the conflict-of-interest provisions in (State LCA, 2 CFR 200.317 and 318, and 24 CFR 570.611), respectively, shall apply. No employee, officer or agent of the sub-recipient shall participate in selection, or in the award or administration of a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.

LABOR REGULATIONS: The Contractor shall comply with all applicable requirements of the California Labor Code and the *Chemehuevi Indian Tribe* Codes, if applicable.

PROJECT ADMINISTRATION: All questions relative to this RFP prior to submitting bids shall be prepared in writing and transmitted to the attention of The Chemehuevi Indian Tribe, Planning Department, P.O. Box 1976 Havasu Lake, CA 92363, or via email to: planner@citnsn.gov. No inquiries will be accepted later than five (5) business days prior to the bid opening date as this would not allow time to respond to all plan holders. No phone inquiries will be accepted.

The Chemehuevi Indian Tribe may or may not negotiate the fee schedule with one or more offers. The Chemehuevi Indian Tribe reserves the right to reject any and/ or all responses. The Chemehuevi Indian Tribe is an Equal Opportunity Employer. The contract is tentatively scheduled to be awarded by the Chemehuevi Indian Tribe on **September 19, 2025**.

Chemehuevi Indian Tribe

Published by: *Steven Escobar – Tribal Planner*

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