

HOPI TRIBAL HOUSING AUTHORITY

BOX 906 • POLACCA • ARIZONA • 86042

PHONE: (928)737-2800

July 9, 2024



2024 - REQUEST FOR QUOTATIONS (RFQ)

Winslow 40 Project
Moisture Cut off Walls
Subgrade Preparation and Concrete Paving
Interior/Exterior Repairs, Site Repairs
Road Improvements

The Hopi Tribal Housing Authority (HTHA) is seeking quotes for Interior/Exterior Unit Repairs, Site Repairs and Road Improvements for the Winslow 40 Unit Duplex, from 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 a contract for the Moisture Cut off walls, subgrade preparations, concrete paving, interior and exterior repairs, and Road Improvements. Construction documents will be provided to interested contractors.

Project Location:
Hopi Tribal Housing Authority
Winslow 40 Unit Duplex Units
100 Kiva Drive
Winslow AZ 85047

Scope of Work

Scope of work shall include:

- Phase I-Moisture Cut-Off Walls and Subgrade Preparation and concrete paving
- Phase III-Interior and Exterior Repairs
- Phase IV- Road Improvement
- Contractor shall provide all labor, material and equipment for major interior and exterior repairs of four (4) units, site work and/or Road Improvements.
- Interested contractors shall be provided the Winslow 40 Foundation Mitigation Project drawings, Appendix A – Interior/Exterior units scope of work and the Winslow 40 Roads Plans.

- **Phase 1 – Moisture Cut-Off Walls and Phase 2 – Subgrade Preparation and Concrete Paving.**
- Execution of interior repairs will commence after monitoring period of Phase 1 – Moisture Cut-Off Wall and Phase 2 – Subgrade
- Streets – Curb & Gutters
 - Preparation & Concrete Paving.
 - Contractor shall provide all labor, material and equipment for major interior and exterior repairs of four (4) units.

Phase II – Foundation Repair – Work Completed – NO BIDS REQUIRED

- **Phase III - Interior & Exterior Repairs** - Contractors shall provide texture, paint, floor tile/laminate, window replacements, exterior door replacement and exterior siding replacement, and paint work to match existing.
- Provide submittal information for paint to be used, including color samples to match existing walls. Interested contractors will be provided the Winslow 40 Foundation Mitigation Project drawings, identify as Phase 3, in addition to Appendix A, which identifies all required repairs.
- Contractor shall provide all labor, material and equipment for major interior and exterior repairs of four (4) units.
- **Phase IV - Road Improvement** - Contractor shall provide all material, labor and equipment to complete the Road Improvement in accordance to design plans “Winslow 40 Road Improvements”. Interested bidders will receive design plans.
- Road improvements to consist 250 linear feet of new asphalt roads, 225 linear feet of aggregate base course roads, and 900 square yards of new asphalt parking lots.
- Includes relocation of existing irrigation system.

General Info & Notes:

- Mask off areas adjacent to repairs sites.
- Contractor shall provide warranty information
- All required disposal permits will be obtained by the contractor for disposal of construction debris.
- Contractor to be responsible to provide generator for its equipment
- Contractor to submit for a complete cost estimate on the work requested
- Contractor to provide a timeframe on completion of repairs.
- Construction project will be required to comply with the phase inspection process for acceptance of quality workmanship and material specification. Demolition inspection, pre-cover up inspections, Installation inspections, Pre-Final

- Inspections and Final Inspections.
- Detailed info will be presented at the Mandatory Pre-Bid Meeting

Required Submissions

All proposals *must include* completed copies of the following forms

- Instructions to Bidders for Contracts (HUD Form 5369)
- Representations, Certifications, and Other Statements of Bidders (HUD Form 5369-A)
- Statement of General Conditions (HUD Form 5370)
- Non-Collusive Affidavit (HTHA Form)
- Native American Enterprise Qualification Statement (if applicable)
- Bidders shall deliver Certificates of Insurance for workers compensation, general liability, auto/comprehensive and property damage liability insurance.
- Sam.gov / Documents

Forms can be found on the Hopi Tribe Housing Authority website <https://htha.org/employment>

Bidders must participate in a **Mandatory Pre-Bid meeting on July 24, 2024 @ 10:00 AM (MST)** onsite at the Hopi Tribe Housing Authority, Winslow 40 Unit Duplex, 100 Kiva Drive, Winslow, AZ 85047

Licensing and Fee Requirements

Proposers must be contractors licensed and in good standing in a State.

Contractor responsible for any permit and/or license fees required by the City of Winslow.

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:

Preference and opportunities for training and employment shall be given to American Indians and Alaska Natives.

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 by bid due date on **August 01, 2022 @ 1:00 PM (MST)**.

SUBMIT proposals via email to the attention of:

Felicia Yaiva, HTHA Procurement Officer at fyaiwa@htha.org

This Request for Quotation is open to both Indian and non-Indian firms. 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 regarding the scope of work, call Emerson Yazzie, Project Manager @ (928) 737-2804, eyazzie@htha.org

Attachments: These documents will be distributed at the Mandatory Pre-Bid Meeting and can also be found on the Hopi Tribe Housing Authority website <https://htha.org/employment>.

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