

HOPI TRIBAL HOUSING AUTHORITY

P.O. BOX 906

POLACCA

ARIZONA 86042

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2025 – REQUEST FOR QUOTATION ON-CALL HVAC SERVICES FOR THE HTHA LOW RENT, TAX CREDIT & HOMEOWNERSHIP HOUSING UNITS



The Hopi Tribal Housing Authority (HTHA) is seeking quotes for On-Call HVAC Housing Services for Low Rent, Tax Credit & Homeownership Housing Units 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 25 CFR § 1000.26 and 24 CFR § 1000.52. The selected firm will enter and negotiate into a fixed price contract for On-Call HVAC Services for Low Rent & Tax Credit Units at the Winslow Housing Complex in Winslow, AZ, & Homeownership scattered housing units on the Hopi Reservation.

Physical Locations: Winslow NAHASDA Rental Units – (60)
Winslow Low Rent Units – (13)
Winslow Tax Credit Units – (20)
Winslow Warehouse (1)
Hopi Reservation Scattered NAHASDA Homeownership Units (66)

TOTAL 160

Licensing and Fee Requirements

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

Due Date

The RFQ shall be clearly marked “2025 ON-CALL HVAC SERVICES FOR THE HTHA LOW RENT, TAX CREDIT & HOMEOWNERSHIP HOUSING UNITS”. Quotes are to be submitted **no later than 4:00 p.m. MST on May 2, 2025**, to Bretta Sekayumtewa, HTHA Procurement Officer @ bsekayumtewa@htha.org. This Request for Quotation is open to both Indian and non-Indian Firms.

Any further questions regarding this RFQ can be directed to Tommy Puhuyaoma Jr., Maintenance Supervisor, @ 928-737-2815 or tpuhuyaoma@htha.org, or, Bretta Sekayumtewa @ 928-737-2810 or bsekayumtewa@htha.org.