Kiowa Tribe Solicitation & Request for Proposal
For Roof, Awning and outdoor areas for the Kiowa Child Care Center

RFP-KWA-22-001
Kiowa Tribe Solicitation
RFP-KWA-22-001

A. 1 Type of Contract to be Awarded

The Kiowa Tribe a federally recognized tribe based in Carnegie, Oklahoma intends to award a firm fixed price contract from this solicitation/RFP under the Kiowa Tribe Procurement Policies and Procedures and under the 2 CFR Part 200 Uniform Guidance.

A. 2 Bid Process

Potential contractors will submit your bid as soon as you receive solicitation. Proposals must be submitted no later than 4:00 p.m., on July 1, 2022. Please email your bid to jbelgarde@kiowatribe.org. Once I received at least three bids, a contracting team will identify the contractor who is the best responsive and responsible bidder. A rating system will be used by the contracting team to determine other factors than just the low bidder. Best value along with the price will be the determining factor on who receives the award. You will be contacted via telephone and by letter of your award. Once you are awarded the contract, and Notice to Proceed, the days to be completed may be negotiated by the Tribe and the Contractor. The NTP will be issued as soon as the contractor has been cleared through proper debarment checks and background check, if applicable.

The Kiowa Tribe may use Indian preference where possible and feasible.

B – Bid Schedule

B. 1 Pricing

Contractor shall provide a lump sum price to include labor and materials to complete the project as outlined in the Scope of Work. In addition, a detailed breakdown of labor and material costs must be submitted along with your bid. All labor categories, labor rates, and positions will be submitted along with timelines of each specific part of the scope of work. Sub-contractors must be identified with their role, title, and prices for each sub-contractor. Engineering, design, and quality assurance must be submitted in your Statement of Work of how each of these roles will be managed along with detailed breakdown of costs associated with these roles. A cost/price analyses will be conducted with all invoices submitted.

C – Specifications/Drawings

C. 1 Scope of Work

Contractors who bid on this solicitation shall provide the following information as a part of the Solicitation/RFP package:
A. Statement of Work

The Director of the Kiowa Child Care Center is requesting:

a. A full roof replacement.
b. Red Metal Awning from the building to the sidewalk, removal of underground storm shelter, filling it back up, grading down the ground and build a concrete foundation with rubber surfaces to meet specifications of OKDHS for Child Care. This should become a covered porch. The awning entrance roof top is colored tile.
c. Red Metal Covered parking lot on the south and west side of the building.
d. There are pre-existing cameras and outside lighting that maybe need to be relocated.

The roof, awning, and outside area work is considered a ‘minor renovation’ due to the fact that there will be no structural replacements (taking a wall down, building an addition, extending the roof, etc.). Approval has been granted from Region VI, Program Specialist on 3-10-22 via email.

A. Scope of Work

The Kiowa Tribe’s Child Care Center will need a new roof including the construction of an extended awning for the infant, reading and outdoor play area. We are also looking at having a covered parking lot with additional specifications.

1. Replace the roof of the Kiowa Child Care Building with a red metal roof.
2. Includes gutters for rain and snow drippings.
3. Construct a roof awning from the building to the sidewalk. Red metal roof
4. On the West and South entrances, construct the top of the awning with colored tiles. Sample picture will be provided.
5. Awning to become an extension of a covered parking lot.
6. Grading and prepping the inside groundwork with concrete base, DHS rubber surface requirements bringing it up to the level of the sidewalk. The three areas are:
   - Infant play area-Set up on the southeast side. Plans are to have outside toys and manipulative for infants: 3 months-2 years old.
   - Reading area-Set up on the Southwest side. Plans are to have bookshelves, books, children’s sofa-like furniture and rocking chairs.
   - Outside dining area-Set up on the west side. Plans are to have outside dining tables, shelves and grill.
7. Removal of the underground storm shelter on the west side of the building. Filling it back in.
8. Installation of wooden cedar treated fence with gate exits. Fence is to match the color of the perimeter of the fence.

B. Specifications/Drawings

Roof:
Metal red roof with gutters around to have the rain and melting snow flow into the parking lot.
Awning:
The awning will be constructed to extend to the sidewalk. Color: Red metal roof. The awning should look like
1. The beams should be painted a Terra Cota color to match the bricks in the building.
2. The awning will extend on the east, south, and west sides of the building.
3. Awning will be with a metal roof with insulation, so it won’t be so hot during the summer.

Creation of the outside areas (foundation, flooring, fencing):
According to the OKDHS Child Care Licensing requirements, the flooring surfaces need to be soft
1. Ground to be bladed deep enough to set a rebar for a concrete foundation.
2. Soft, smooth and washable surface. Safe for kids to be on. According to OKDHS specs, the fall zone should be 6 inches thick, rubber pour in place flooring certified for children.
3. Flooring level rubber pour in place should be up to the sidewalk level.
4. Fence-4 ft. high. Enclose the areas with fence along the sidewalk and in between the reading and outdoor dining area. Gates should be in the 3 areas for exit purposes and one in between the reading and outdoor dining area.
5. Fence color: Red cedarwood look, similar to the color of the yard fence perimeter.
6. Floor designs to be chosen: Caterpillar, Hop Scotch, and swirl designs.

Covered Parking:
Construct a covered parking area for vehicles on the South side of the building. The parking cover should have adequate draining in the case of rain and snow.

Additional Addendum:
Changes could be made to this project as needed if both parties agree to make it safe for the children and parents.

1. Certificate of Liability Insurance
2. Workers Compensation (Personal and ADV Injury)
3. Bid and performance bonds
4. W-9 on file with Kiowa Tribe Finance
5. Wage rates that you are paying each of your categorical laborers
6. Timeline of events, delays, start, and completion dates of each phase of the contract
7. Subcontractor Information
8. Company historical information
9. Past Performance/Testimonials
10. BBB/D&B and other affiliates information
11. Resume of On-Site Supervisor
12. Twenty-four notice schedule of power or water outage needed
13. Material costs/justification for pre-payment
14. Disclosure of non-debarments from contractual work
The Contracting Officer for this Solicitation is Joanne Belgarde. You may reach me at (580) 654-6412 (O), (405) 274-2576 (C). My email address is jbelgarde@kiowatribe.org, and the FAX number is (580) 654-2188. The Contracting Officer’s Technical Representative (COTR) for this solicitation is Rankin Parton. You may reach Mr. Parton at (580) 654-6351. His email address is rparton@kiowatribe.org. The project advisor is the Director of Child Care Center who is Yvonne Haven. Her telephone number is (580) 648-6355 (O), (580) 919-9803 (C) and her email is yhaven@kiowatribe.org.
Sample of awning porch enclosure

Sample of colored tile

Close up of colored tiles for entrances.

Color blocks on the sidewalk from the sun