

Request for Proposal



Bid Number: 26-07-4228SB

The Navajo Nation Office of the Controller - Purchasing Department and the Navajo Division of Transportation (Navajo DOT) are soliciting proposals and sealed bids for “[Bid #26-07-4228SB: Equipment Trade in and Equipment Purchase with attachments.](#)”

Contacts for a bid packet are:

- 1) Joe Peterman, Department Manager, Navajo Division of Transportation – Roads, jpeterman@navajodot.org; (or (505) 481-7099.
- 2) Valerie Bitsilly, Accounting Manager Navajo Nation Purchasing Department, vbitsilly@navajonsn.org, (928) 871-6316.

The closing date is August 07, 2026, at 3:00 p.m. Mountain Daylight Saving Time (M.D.T.). Any proposal(s) received after this date and time will not be accepted and will be returned to the sender. No faxed or email proposals or bids will be accepted.

The RFP can be found on the Navajo DOT website.

PROPOSAL SUBMITTAL

All proposals MUST have the Prospective Respondent's name and contact information on the outside of the Sealed Proposal Packet and Proposal Cost (envelopes). If not included, it will be considered "non-Responsive."

All proposals are to be submitted to:

Mailing Address:

Navajo DOT – Dept of Roads
Attention: Joe Peterman, Dept. Manager III
P.O. Box 4620
Window Rock, AZ 86515
Phone: (505) 481-7066

Physical Address:

Navajo DOT – Dept of Roads
Attention: Joe Peterman, Dept Manager III
#16 Old Coal Mine Road
Mentmore, NM 87319
Phone: (505) 481-2018

Hand Delivery: Driving Instructions from Gallup, New Mexico

Take Exit 20 from I-40. Take US491 from Gallup, New Mexico to Yatahey, NM, which is approximately 5.5 miles. Approach a Y-Intersection. Take US264 and go about 15 miles. The Navajo Division of Transportation Complex will be on the left side of US491 on Indian Route 54.

All proposals and bid forms shall be sent in sealed envelope, clearly marked with the following information:

RFP Bid Number: 26-07-4228SB

Description or Title: "Equipment Trade In with Equipment Purchase with attachments"

Contact Persons: Sharon Belone, Buyer
Navajo Nation Purchasing Department
Phone: (928) 871-6316
Email: sbelone@navajo-nsn.gov

Sheila Clyde, Program Supervisor III
Navajo Division of Transportation - Department of Roads
Cell: (928) 551-7108
Email: jpeterman@navajodot.org

Alec Wood, Fleet Service Manager
Navajo Division of Transportation - Department of Roads
Cell: (928) 619-6355
Email: alecw@navajodot.org

Joseph Peterman, Department Manager III
Navajo Division of Transportation - Department of Roads
Phone: (505) 481-7099
Cell: (928) 797-0150
Email: jpeterman@navajodot.org

Please submit an Original and three (3) copies of proposals.

PART I

INFORMATION ONLY – NO RESPONSE TO THIS SECTION IS REQUIRED

- A. This Request for Proposal (RFP) provides the prospective respondents with sufficient information that will enable them to prepare and submit a proposal for consideration.
- B. This RFP contains the instructions governing the proposals to be submitted and the materials to be included. These are mandatory requirements which must be met to be eligible for consideration. Failure to adhere will result in a “Non-Responsive” Status.
- C. SCHEDULE OF ACTIVITIES AND TIMELINES:

Schedule of Activities	Timelines
Prospective respondents “Inquiry Timeline.” All inquiries and questions will be answered prior to this date. Questions must be submitted in writing only. If needed, an Addendum will be issued to all vendors who requested a copy of the RFP to ensure they all received the same information. No questions accepted after this date.	Monday, July 27, 2026, at 5:00 p.m. MDT
Due date for all proposals	Friday, August 07, 2026, at 3:00 p.m.
Bid Opening of proposals and evaluations by the Review Panel	Monday, August 10, 2026
Award of Purchase – It takes at least three to ten business days for PO to be issued.	Monday, August 10, 2026

- D. INQUIRIES: Prospective respondents may contact Navajo Division of Transportation (DOT) – Department of Roads staff via phone call or email in reference to this RFP in obtaining clarification of requirements. No inquiries will be accepted after the inquiring date listed in Section C.
- E. ADDENDUM OR SUPPLEMENT TO THIS REQUEST FOR PROPOSALS: In the event it becomes necessary to revise any part of this RFP, an addendum will be issued. Any respondents that have already submitted a proposal will be notified.
- F. PROPOSALS SUBMISSION: Proposal must be received on [Friday, August 07, 2026, by 3:00 p.m. Mountain Daylight Saving Time \(M.D.T\)](#). Respondents who are mailing their proposals should allow sufficient time for mail delivery to ensure receipt by the time specified. If mailed, it is recommended that proposals be sent by certified mail to the address indicated on [Page 2](#) of this RFP.
- G. NUMBER OF PROPOSALS TO BE SUBMITTED: In the submission of all proposals, one original and three (3) copies must be enclosed in one sealed envelope. The outside of the envelope should be clearly marked with 1) Respondent’s Contact information, and 2) the “[Bid Number #26-07-4227SB, Equipment Trade in and Equipment Purchase with attachments](#)”
- H. LATE RECEIPT OF PROPOSALS: Late proposal will not be accepted. It is the responsibility of the respondent to ensure that the proposal arrives at the Navajo Division of Transportation – Department of Roads on or before the date/time specified.
- I. REJECTION OF PROPOSALS: The Navajo Division of Transportation (Navajo DOT) – Department of Roads reserves the right to reject any or all proposals and to waive informalities and minor irregularities in the proposals received.

- J. PROPRIETARY INFORMATION: Any restriction on the use of the information, data, contents contained within the proposals must be clearly stated in the proposal itself. Each and every page of the propriety material must be labeled or identified with the word “Proprietary.” Proprietary information submitted in response to this RFP will be handled in accordance with applicable procurement regulations.
- K. PROPOSAL MATERIAL OWNERSHIP: All material submitted in reference to this RFP shall become the property of the Navajo Nation and will not be returned to the respondent. Responses received will be retained by the Navajo DOT – Department of Roads and may be reviewed by any person(s) after the final selection has been made, subject to [Section J](#). The Navajo DOT – Department of Roads has the right to use any or all systems, ideas presented in this RFP, subject to limitations in [Section J](#). Disqualification or non-selection of a respondent does not eliminate this right.
- L. INCURRING COSTS: The Navajo DOT – Department of Roads is not liable for any cost incurred by the Respondent prior to issuance of service contract or a purchase order.
- M. ACCEPTANCE OF PROPOSAL CONTENT: The contents of the proposal of the successful Respondent will become contractual obligation if acquisition action ensues. Failure of the successful Respondents to accept this obligation may result in cancellation of the award and such respondents may be removed from consideration for future solicitation.
- N. ACCEPTANCE TIME: The Navajo DOT – Department of Roads, in coordination with the Navajo Nation Business Regulatory Department and the Navajo Nation Office of the Controller, intends to select the successful Respondent in the time specified in [Section C](#), after the closing date of receipt of proposals.
- O. AWARD OF SERVICE CONTRACT: Upon selection, Navajo DOT – Department of Roads will initiate the Service Contract and License Agreement in the name of the successful respondent; and the contents of the proposal submitted by the respondent will become part of the contract.
- P. JOINT PROPOSALS: Nothing in this RFP shall be construed to prohibit respondents from entering a consortium for the purpose of offering a proposal in response to this RFP. Parties to a consortium will not be permitted to submit independent proposals in response to this RFP.
- Q. EVALUATION PROCEDURE AND CRITERIA:
- a. Review Panel: A Review Panel, with specific related technical background, will be selected and evaluate the proposals received in accordance with the general criteria used herein. The review panel may request a meeting for purposes of proposal clarification and the respondent should be prepared to provide any additional information the Review Panel feels necessary for a fair evaluation of the proposals.
 - b. Failure of a respondent to provide any information requested in this RFP may result in the proposal being disqualified. All proposals must be endorsed with the signature of a responsible official having the authority to bind the respondent in the execution of a contract.
 - c. The sole objective of the review panel is to select the respondent most responsive to the needs of the Navajo Nation, Navajo DOT, and the Department of Roads. The specification in this RFP represents the minimum performance necessary for a response. Based on the evaluation criteria established in this RFP, the Review Panel will select and recommend the respondent who best meets the objective in the Scope of Work in Part II.

- d. The Technical Proposal Factors will be used to evaluate the proposal(s) based on a 100 points-scale system, with 10 additional points for Navajo Nation Priority #1 Businesses, and five (5) additional points for Navajo Nation Priority #2 Businesses.

Evaluation Sheet: 26-07-4228SB

Proposal Factors	Requirements	Maximum Points Awarded
Proposal Format	15 single sided pages and spiral-bind proposal	5
Scope of Work	Vendor to describe equipment, provide equipment specification data sheets and any other documents indicating the adequacy of equipment to meet NDOT specifications. Describe in detail what equipment is being proposed, field use capabilities, equipment capacities, engine, hydraulic and other pertinent specifications. This will include how vendors will provide training, warranties and guarantees. This scope should include the appraisal price several motor graders	80 points
Certifications	Certificate of Insurance. Including: NN debarment and suspension form, Affidavit of Non-Collusion, W9, and other documents.	5
Communication	How will company communicate with Navajo DOT regarding the procurement process.	5
References	List four (4) references of companies that your company has provided similar services to.	5
	TOTAL	100
Certified Navajo Nation Business Owner – 100%	PRIORITY #1	10
Certified Navajo Nation Business Owner – 51%	PRIORITY #2	5
TOTAL	Total for Priority #1 Total for Priority #2 Total for Non-Priority	110 105 100

- R. Per the NAVAJO NATION PROCUREMENT CODE, 12 N.N.C., Section 332, Letter “e”, in the event all proposal in a Procurement exceeds available funds by 5%, a re-solicitation for work or a reduced scope may be authorized.
- S. STANDARD CONTRACT: Navajo DOT will use the template Service Contract reviewed and approved by the Navajo Nation Department of Justice.
- T. RETURN PROPOSAL: The Navajo Nation and Navajo DOT have no obligation in returning any of the proposal received in response to this RFP.
- U. TERM: The term of the Service Contract will be a period of one year from the date of *Notice to Proceed*, with an option to renew the contract for continued services, which will be based upon the availability of funds. Renewal of the contract will be made only upon mutual agreement of both parties.
- V. COMPLIANCE WITH THE NAVAJO NATION BUSINESS OPPORTUNITY ACT: Proposal will be opened and evaluated in compliance with the Navajo Nation’s Business Opportunity Act, 5 N.N.C., Chapter 2, and Subsection 201 – 215 and the Navajo Nation Procurement Rules and Regulations.

Part II - Scope of Work

Bid Number 26-07-4228SB - Equipment Purchase to include attachments

Navajo DOT, Department of Roads, will be purchasing Nineteen (19) - New Caterpillar 150 AWD Motor Graders completely equipped this will include cutting edges for each of the new machinery as attachments:

- Serrated Cutting Edges (19 sets)
- Cutting Edges (19 sets)

This purchase will be with trade in several motor graders, to be appraised and applied to the overall cost of bid for Motor Graders.

NEW CATERPILLAR 150 AWD MOTOR GRADER STANDARD EQUIPMENT

POWERTRAIN

Air cleaner, dual stage dry type radial seal with service indicator and automatic dust ejector
Air-to-air after cooler (ATAAC)
Belt, serpentine, automatic tensioner
Brakes, oil disc, four-wheel, hydraulic
Demand fan, hydraulic
Differential, lock/unlock, Automatic
Drain, engine oil, ecology
Electronic over-speed protection
Parking brake, multi-disc, sealed and oil cooled.
Sediment drain, fuel tank.
Transmission, 8 speed forward and speed reverse, power shift, direct drive
VHP Plus (Variable Horse Power Plus)

ELECTRICAL

Alarm, back-up
Alternator, 150 ampere, sealed
Batteries, maintenance free, heavy duty, 1125 CCA
Breaker panel, ground accessible
Electrical hydraulic valves
Electrical system, 24V

OPERATOR ENVIRONMENT (continued)

Throttle control, electronic
Windows laminated glass:
-Fixed front with intermittent wiper
-Door with intermittent wipers (3)
Windows tempered:
Cab storage

TECHNOLOGY PRODUCTS

RADIOS

Authorization varies by country,
please contact your Cat marketing representative with questions or click on the link below:
<https://catdealer.com/Certification> 6

PRODUCT LINK

Availability varies by country,
please contact your Cat marketing representative with questions or click on the link below:
<https://catdealer.com/Certification>

SAFETY AND SECURITY

Clutch, circle drive slip
Doors, 2 engine compartment, (two left hand, two right hand) locking
Doors, 2 service, left and right locking

ELECTRICAL (continued)

Grade control ready (Cab harness,
shutdown software, electrical hydraulic valves,
exit) bosses and brackets)
Lights, reversing
(for Lights, roading, roof-mounted,
stop and tail, LED
(3") Starter, electric

OPERATOR ENVIRONMENT

Air Conditioning with heater
Articulation, automatic return to center
Centershift pin indicator
piece Display, digital speed and gear
Doors, left and right side with wiper
weight. Gauge, machine level
Gauges (analog) inside the cab
(includes fuel, articulation, engine
coolant temp, engine RPM,
30F and hydraulic oil temp, DEF/AdBlue)
Joystick, adjustable armrests
Joystick gear selection, hydraulic
certified power steering hydraulic controls
(right/left, blade lift w/ float
gallon) position, blade sideshift and tip,
circle drive, centershift, front wheel
gallon) lean and articulation and steering)
Lights, night time cab
capacity Messenger operator information system
Meter, hour, digital
Mirror, inside rearview, wide angle
doors) Power Port, 12V
hydraulic
Radio Ready, Entertainment
ROPS cab, sound suppressed
69dB(A) - ISO 6394
guard Seat, cloth-covered, comfort suspension
Storage area for cooler/lunchbox
Tinted Windows

SAFETY AND SECURITY (continued)

Ground level engine
Hammer (emergency
Horn, electric
Lockout, hydraulic implement
roading and servicing)
Seat belt, retractable 76.2
Secondary steering
Tandem walkway/guards

TIRES, RIMS, AND WHEELS

A partial allowance for tires on
254mm x 609.6mm (10" x 24") multi-
rims is included in the base machine
price and

FLUIDS

Antifreeze
Extended life coolant -35C/-

OTHER STANDARD EQUIPMENT

Accumulators -brake -dual
Fluid check, ground level
Fuel tank, 398 liters (105
Ground level fueling
DEF/AdBlue Tank, 21 liters (5.5
Hydraulic lines for base functions
Pump, hydraulic, high
(98cc / 15 cu in)
Radiator, cleanout access
(both sides with swing
SOS ports - engine -
-transmission -coolant -fuel
Tool box
Debris

Warranty: Caterpillar Premier Warranty for 7 years or 7,000 hours, whichever occurs first. Twelve (12) months of travel time and mileage cost for warrantable repairs are included.

Trade In/Buy Back Guarantee: Caterpillar to provide appraisals for the trade in of Motor Graders to include the buy back program.

Training: On-site operating and safety training provided by CAT certified product specialist to ensure machine is run properly to reduce operating costs, reduce unnecessary machine wear and tears, maximize productivity, and increase safety awareness.

ATTACHMENTS:

- Serrated Cutting Edges (19 sets)
- Cutting Edges (19 sets)

Part III

FORMAT AND ORGANIZATION

Requirements: This section of the RFP specifies the format and organization of the proposal (not listed in priority or in any order).

- A. NUMBER OF COPIES: Submit an Original and three (3) copies of proposal.
- B. PROPOSAL FORMAT: Appearance of the proposal is important and professionalism in the proposal presentation should not be neglected. The proposal standards are as follows:
 - a. The proposal shall not exceed 15 single-sided pages (maximum 8 1/2" x 11"). Submissions exceeding the 15 single-sided page limit will be considered non-responsive and will be unrated. All pages include dividers, proposals, photos, charts, graphs, exhibits, letter of interest, etc. are counted toward the 15 pages.
 - b. Proposals submittal should be plastic or metal spiral-bound only. **Please do not submit loose paper, these will be considered unresponsive and will be unrated. No folders required, just spiral-bound proposals.**
- C. LETTER OF INTEREST: Letter of Interest must be on a Company Letterhead and signed by the president, executive director, or owner of the company/organization.
- D. PROOF OF CERTIFICATIONS: Provide a copy of Certificate of Insurance, SAMS.GOV document, Bonding information, W9, Affidavit of Non-Collusion, and NN Debarment & Suspension Form.
- E. SCOPE OF WORK: Respondent's approach to the scope of work, including the following:
 - a. Describe equipment.
 - b. Equipment Specifications data sheets
 - c. Describe training, warranty and guarantee.
 - d. Training needs.
- F. COMMUNICATION: Describe communication methods with Navajo DOT.
- G. REFERENCES: List four references that your company currently rents trucks too. Be sure to provide name, title, company name, address, phone number, and email address. See sample attached.
- H. CERTIFIED NAVAJO BUSINESS: If claiming Navajo Business Owner, **provide proof that business is currently certified by the Navajo Nation - Business Regulatory Department and prioritized under Navajo Nation Council Resolution CAP-37-02 and also under the Section 204 (A) (1) and (2) of the revised Navajo Nation Business Opportunity Act.**
- I. TAXES: All performance under this Contract within the territorial jurisdiction of the Navajo Nation is subject to the six percent (6%) Navajo Sales Tax (24 N.N.C. 601 et seq.).

- J. BID FORM / PROPOSAL COST: In a **separate sealed envelope**, clearly marked as **“BID FORM #26-07-4228SB Equipment Trade in and Purchase to include attachments”** and with Respondent’s information. The sealed envelope will not be opened by the Review Team until after the proposals have been reviewed and ranked. **If your bid is not in a separate sealed envelope, then your proposal will be considered non-responsive and ineligible for further evaluation.**

End of RFP.

See Attachments in the Exhibit

Attachments

- 1) Bid Form
- 2) Addendum Acknowledgement
- 3) Sample to Provide References

Bid Form**Bid: 26-07-4228SB****CONTRACTOR****DATE****TOTAL PROPOSAL COST**

Description	Quantity	Unit	Unit Cost	Total Cost
*Caterpillar 150 AWD Motor Grader	19	EA		
Serrated Cutting Edges	19	SETS		
Cutting Edges	19	SETS		
Warranty				
Navajo Nation Taxes (6%)				
Total Bid Cost				

Addendum Acknowledgement

Addendum:

In submitting this Bid, Respondent represents that: Respondent *has examined and carefully studied the RFP and attachments, and any data and reference items identified in the RFP documents, and hereby acknowledges receipt of the following Addenda:*

Addendum No:

Addendum Date:

Respondent will complete the Work in accordance with the Contract Documents for the following price(s):

Respondent's Acknowledgement Signature:

Name and Title

Company Name

SAMPLE TO PROVIDE REFERENCES**Reference One:**

John Doe, Owner

Company Name: Speedy's C-Stores

P.O. Box 123

Window Rock, AZ 86515

Phone: (928) 871-1000

Email: jdoe@yahoo.com

Scope of work: Currently rents semi-trucks and belly dumps to Speedy's C-Stores on the Navajo Nation in Arizona.

Reference Two:

Jane Doe, Owner

Company Name: Navajo Nation Transit Department

P.O. Box 456

Tuba City, AZ 86515

Phone: (928) 283-1000

Email: janed@yahoo.com

Scope of work: Currently rents fuel tanks to the Navajo Nation Transit Department in Fort Defiance, Arizona.

*Navajo DOT may contact the references for
performance appraisal.*
