

Request for Proposal



Bid Number: 22-05-2797LE

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 #22-05-2797LE, Eastern Navajo Agency Permanent Pavement Marking](#)”

Bid Documents will be available on the Navajo DOT’s website: www.navajodot.org on **May 12, 2022**.

Contacts for a bid packet are:

- 1) Joe Peterman, Department Manager, Navajo Division of Transportation – Roads, jpeterman@navajodot.org; (928) 797-0150 or (505) 371-8392.
- 2) Jeremy J. Ben, Navajo Nation Purchasing Department, jjben@nnooc.org, (928) 871-6142.

Closing date is **May 20, 2022**, at 3:00 p.m. 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.

PROPOSAL SUBMITTAL

All proposal 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 Division of Transportation – Roads
 Attention: Joe Peterman, Department Manager
 P.O. Box 4620
 Window Rock, AZ 86515
 Phone: (505) 371-8300

Hand Delivery: Driving Instructions from Gallup, New Mexico

Take Exit 20 from I-40. Take US491 north 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 right side of US491 on Indian Route 5.

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

RFP Bid Number:	22-05-2797LE
Description or Title:	Eastern Navajo Agency Permanent Pavement Marking
Contact Persons:	<p>Jeremy J. Ben, Buyer Navajo Nation Purchasing Department Phone: (928) 871-6142 Email: jjben@nnooc.org</p> <p>Joe Peterman, Department Manager Navajo Division of Transportation - Department of Roads Phone: (505) 371-8392 Cell: (928) 797-0150 Email: jpeterman@navajodot.org</p>

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 for a copy of the RFP to ensure they all received the same information. No questions accepted after this date.	Monday, May 16, 2022, at 5:00 p.m.
Due date for all proposals	Friday, May 20, 2022, at 3:00 p.m.
Bid Opening of proposals and evaluations by the Review Panel	Week of May 23, 2022
Award of Contract – It takes at least six to eight weeks to process a contract.	By July, 2022

- D. INQUIRIES: Prospective respondents may contact Navajo Division of Transportation (DOT) – Department of Roads staff via phone call or email about 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 already submitted a proposal will be notified.
- F. PROPOSALS SUBMISSION: Proposal must be received on [Friday May 20, 2022, by 3:00 p.m.](#) 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 the [Page 2](#) of this RFP.
- G. NUMBER OF PROPOSALS TO BE SUBMITTED: In the submission of all proposal, 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 #22-05-2797LE](#) “Eastern Navajo Agency Permanent Pavement Marking”.

- 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 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 respondent 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 general criteria used herein. The review panel may request for 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

Proposal Factors	Requirements	Maximum Points Awarded
Proposal Format	10 single sided pages and spiral-bind proposal	5
Scope of Work	Describe the company's capabilities clean surfaces and apply thermoplastic stripe, include traffic control, material submittals, equipment, and manpower to complete the project.	70 points
Certificate and Insurance requirements	Certificate of Insurance.	5
Communication	How will company communicate with Navajo DOT regarding striping operations	5
Two References	List two references of companies that your company has striped for.	15
	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	110
	Total for Priority #2	105
	Total for Non-Priority	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 has 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

Section 634 Scope of Work

Navajo Division of Transportation (NDOT) is seeking qualified contractors for placement of permanent pavement markings on several routes in the Eastern Agency of the Navajo Nation. Contractors shall provide all manpower, equipment, and materials for placement of Thermoplastic type markings (FP-14 Section 634.07). All pavement marking locations shall be cleaned of all debris and deleterious material by brooming and scraping as applicable.

The existing routes have pavement marking that have faded over time, the contractor shall be responsible to place new pavement marking in exact locations of previous stripe. Some areas may not be delineated, the contractor shall mark these areas for approval with marking paint prior to application of pavement markings.

Applicable Sections of the FP-14 (Standard Specification for Construction of Roads and Bridges on Federal Highway Projects) shall apply.

The Contractor shall record and invoice the actual field quantities placed at the of completion of the work. A traffic control plan must be submitted two weeks prior to any pavement marking operations for approval by NDOT, a traffic control vehicle with truck warning lights, beacon arrows and wet paint signs shall at a minimum be used until the pavement marking cures and is ready for traffic.

Any pavement markings that do not meet the FP-14 specification shall be removed and replaced at the contractor's expense. Any damage to the existing roadway or public traffic, etc. shall be the responsibility of the contractor.

The Contractor is responsible for obtaining a storage or yard for storing their equipment while on the project site.

Certificates of Compliance for each delivery of paint used shall be provided to NDOT.

-EXERPT FROM THE FP-14-

Section 634. — PERMANENT PAVEMENT MARKINGS

Description

634.01 This work consists of applying paint, markings, and markers on finished pavement.

Pavement markings are designated as follows:

- Type A – Solventborne traffic paint with Type 1 glass beads;
- Type B – Waterborne traffic paint with Type 1 glass beads;
- Type C – High-build waterborne traffic paint with Type 1 and Type 3 glass beads;
- Type D – Epoxy markings with Type 1 glass beads;
- Type E – Epoxy markings with Type 1 and Type 3 glass beads;
- Type H – Thermoplastic markings with Type 1 glass beads;
- Type I – Thermoplastic markings with Type 1 and Type 3 glass beads;
- Type J – Preformed pavement marking tape; or
- Type K – Nonreflectorized markings.

Material

634.02 Conform to the MUTCD and the following Subsections:

Epoxy markings	718.11
Epoxy resin adhesives	718.17
Glass beads	718.14
Pavement markers	718.15
Preformed pavement marking tape	718.13
Solventborne traffic paint	718.09
Thermoplastic markings	718.12
Waterborne traffic paint	718.10

Construction Requirements

634.03 General. Where existing and final pavement marking locations are identical, stake the limits of existing pavement markings before beginning pavement work.

Submit manufacturer's MSDS and product data sheets at least 7 days before applying pavement markings. A field demonstration may be required to verify the adequacy of the material.

Ship marking material in suitable containers plainly marked with the following information as appropriate for the material being furnished:

- (a) Manufacturer's name and address;
- (b) Name of product;
- (c) Lot and batch numbers;
- (d) Color;
- (e) Net mass and volume of contents;
- (f) Date of manufacture;
- (g) Date of expiration;
- (h) Statement of contents (if mixing of components is required);
- (i) Mixing proportions and instructions; and
- (j) Safety information.

Establish marking patterns or locations according to the MUTCD, plans, or state requirements. In curve widening areas, establish the edge line markings at the limits of the traveled way and the centerline markings equal distance between the edge lines.

Remove loose particles, dirt, tar, grease, and other deleterious material from the surface to be marked. Where markings are placed on rigid pavement less than 1-year old, clean the pavement of laitance and curing compounds.

Remove temporary pavement markings the same day permanent pavement markings are applied. Remove temporary and conflicting pavement markings according to Subsection 635.13 before applying permanent pavement markings.

Obtain approval before applying markings. Apply markings to a clean, dry surface, and according to the manufacturer's recommendations. Produce markings that are clean-cut and uniform in appearance by day and night.

Current state approved pavement marking material may be used, when approved by the CO. Submit proof of compliance with state specifications.

Apply glass beads immediately following paint or markings application to ensure adhesion.

Protect markings from traffic until dried to a no-tracking condition. Remove tracking marks, spilled marking material, markings in unauthorized areas, and defective markings.

634.04 Solventborne Traffic Paint (Type A). Apply paint when pavement and air temperatures are at 35 °F (2 °C) and rising. Do not heat the paint above 120 °F (49 °C). Spray paint at a 15 mil (0.38 millimeters) minimum wet film thickness or at a rate of 107 square feet per gallon (2.6 square meters per liter).

Apply Type 1 glass beads on the paint at a rate of 6 to 8 pounds per gallon (0.72 to 0.96 kilograms per liter) of paint.

On new asphalt pavements or new asphalt surface treatments, apply two applications of paint and glass beads. Apply second application after first application is track free.

634.05 Waterborne Traffic Paint (Type B and Type C). Apply paint when pavement and air temperatures are 50 °F (10 °C) and rising.

(a) Type B. Do not heat the paint above 120 °F (49 °C). Spray paint at a 15 mil (0.38 millimeters) minimum wet film thickness or at a rate of 107 square feet per gallon (2.6 square meters per liter).

Apply Type 1 glass beads on the paint at a rate of 6 to 8 pounds per gallon (0.72 to 0.96 kilograms per liter) of paint.

On new asphalt pavements or new asphalt surface treatments, apply two coats.

(b) Type C. Spray paint at 25 mil (0.63 millimeters) minimum wet film thickness or at a rate of 71 square feet per gallon (1.7 square meters per liter).

Use two bead dispensers. Apply Type 3 glass beads on the paint at a rate of 6 to 8 pounds per gallon (0.72 to 0.960 kilograms per liter) followed by Type 1 glass beads on the paint at a rate of 6 to 8 pounds per gallon (0.72 to 0.96 kilograms per liter) of paint.

634.06 Epoxy Markings (Types D and Type E). Apply epoxy when pavement and air temperatures are 35 °F (2 °C) and rising. Heat components as specified by the manufacturer. Apply at a 25 mil (0.63 millimeters) minimum dry film thickness or at a rate of 71 square feet per gallon (1.7 square meters per liter).

(a) Type D. Apply Type 1 glass beads on the epoxy at a rate of 6 to 8 pounds per gallon (0.72 to 0.96 kilograms per liter) of epoxy.

(b) Type E. Use two bead dispensers. Apply Type 3 glass beads on the epoxy at a rate of 6 to 8 pounds per gallon (0.72 to 0.96 kilograms per liter) of epoxy followed by Type 1 glass beads on the epoxy at a rate of 6 to 8 pounds per gallon (0.72 to 0.96 kilograms per liter) of epoxy.

634.07 Thermoplastic Markings (Type H and Type I). Apply thermoplastic when pavement and air temperatures are 50 °F (10 °C) and rising. Heat thermoplastic as specified by the manufacturer.

Apply an epoxy resin primer/sealer according to the thermoplastic manufacturer's recommendations when placing markings on rigid pavements or asphalt pavements more than 2-years old, oxidized, or having exposed aggregates.

Allow the primer/sealer to dry.

For edge lines, apply thermoplastic at 60 mil (1.5 millimeters) dry film thickness. For other lines, apply thermoplastic at 90 mil (2.3 millimeters) dry film thickness.

(a) Type H. Apply Type 1 glass beads on the thermoplastic at a rate recommended by the manufacturer.

(b) Type I. Use two bead dispensers. Apply Type 3 glass beads on the thermoplastic followed by Type 1 glass beads on the thermoplastic at rates recommended by the manufacturer.

634.08 Preformed Pavement Marking Tape (Type J). Install to form a durable, weather resistant bond to the pavement. Apply preformed markings according to the manufacturer's recommendations. Use preformed marking tape containing retroreflective beads.

634.09 Nonreflectorized Markings (Type K). Apply solvent borne or waterborne traffic paint without glass beads.

634.10 Pavement Markers. Install raised or recessed pavement markers when the pavement and air temperatures are 50 °F (10 °C) and rising. Apply pavement markers with an epoxy resin adhesive as recommended by the manufacturer when the pavement is dry. Space the markers according to the MUTCD and plans.

634.11 Acceptance. Material for permanent pavement markings will be evaluated under Subsections 106.02 and 106.03.

Placing of permanent pavement markings will be evaluated under Subsections 106.02 and 106.04.

Measurement

634.12 Measure the Section 634 pay items listed in the bid schedule according to Subsection 109.02 and the following as applicable:

When pavement markings are measured by the linear foot (meter), measure the length of line applied along the centerline of each line applied regardless of color. Measure broken or dotted pavement lines from end to end of the line including gaps. Measure solid pavement lines from end to end of each continuous line. Measure line quantities based on a 4-inch (100-millimeter) wide line. For line widths greater than 4 inches (100 millimeters), adjust the measured length of line in the ratio of the required width to 4 inches (100 millimeters).

When pavement markings are measured by the square foot (square meter), measure the number of square feet (square meter) of line, symbol or letter marking based on the marking area shown in the plans. If not shown, measure the area of each marking in place to the nearest square foot (square meter).

Payment

634.13 The accepted quantities will be paid at the contract price per unit of measurement for the Section 634 pay items listed in the bid schedule. Payment will be full compensation for the work prescribed in this Section. See Subsection 109.05.

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 10 single-sided pages (maximum 8 1/2" x 11"). Submissions exceeding the 10 single-sided page limit will be considered non-responsive and will be unrated. All pages include dividers, proposal, photos, charts, graphs, exhibits, letter of interest, etc. are counted toward the 10 pages.
 - b. Proposal's 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 CERTIFICATE OF INSURANCE: Provide a copy of Certificate of Insurance, include Workman's Compensation, Suburgatory Waiver and Additional Insured.
- E. SCOPE OF WORK: Respondent's approach to the scope of work, includes the following:
SEE ABOVE.
- F. COMMUNICATION: Describe communication methods with Navajo DOT.
- G. 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 under the Section 204 (A) (1) and (2) of the revised Navajo Nation Business Opportunity Act.**
- H. 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.).

- I. BID FORM / PROPOSAL COST: In a **separate sealed envelope**, clearly marked as **“BID FORM #22-05-2797LE”** 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

Attachments

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

**Bid Form #22-05-2797LE
-BID SCHEDULE-**

CONTRACTOR _____ **DATE** _____

ITEM	QUANTITY	UNIT	UNIT COST	TOTAL COST
Solid White Stripe	260,000.00	LF		
Solid Yellow Stripe	102,000.00	LF		
Broken Yellow Stripe	172,000.00	LF		
TOTAL				
NN Taxes (6%)				
TOTAL BID				

Any taxes other than Navajo Nation Tax shall be the responsibility of the selected vendor, no separate line item shall be used for taxes other than that charged by the Nation.

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: Navajo Nation
P.O. Box 123
Window Rock, AZ 86515
Phone: (928) 871-1000
Email: jdoe@yahoo.com
Scope of work: Paved Route N12

Reference Two:

Jane Doe, Owner
Company Name: Arviso Construction
P.O. Box 456
Tuba City, AZ 86515
Phone: (928) 283-1000
Email: janed@yahoo.com
Scope of work: Paved main road to school

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