



Navajo Nation

Division of General Services

**REQUEST FOR PROPOSALS
DEMOLITION & CLEANUP SERVICES**

RFP NO: 25-03-3629GC

DATE ISSUED: March 28, 2025

I. INTRODUCTION

A. PURPOSE

The Navajo Nation Division of General Services (“DGS”) requests proposals from qualified Firms to provide asbestos abatement, waste oil disposal, demolition and cleanup services related to the Records Management Warehouse in Fort Defiance, AZ for the Division of General Services (“Offerors”).

The Navajo Nation Division of General Services is seeking qualified contractors to demolish the old Records Management warehouse to make room for a new steel building (To Be Awarded under a different RFP). The current records management building is made of steel panel and partially by cinder blocks. The demolition would include the old Transit Office, Garage, and Yard. Remediation of spilled or waste oil may be necessary as well as removal of a diesel fuel tank.

B. PROJECT LOCATION:

1. Fort Defiance, AZ.
2. GPS Coordinates: 35°44'39.7"N 109°03'12.0"W
3. Map:



C. SCOPE OF WORK

The Demolition & Cleanup Company (“Contractor”) shall provide the services below:

1. The Contractor shall coordinate with and obtain the approval of all entities exercising jurisdiction over the site, including the Navajo Nation.
2. The Contractor shall coordinate with the Navajo Tribal Utility Authority and the Navajo Nation in regards to the site utilities. Should utility retirement become necessary, the cost shall be included in the cost proposal.
3. Abate the floor tiles of Asbestos Containing Material and dispose properly in a certified land fill. Approximately 4,848 square feet of floor space.

- a. Floor tiles have been identified to have 2-5% chrysotile asbestos; black mastic identified containing 5-10% chrysotile asbestos. Friability of material identified has “1-non friable”;
- b. one location containing a leveling agent has an identified friability of “3-Friable”.

Each contractor is responsible to determine for themselves the accuracy of the volume estimates of asbestos containing material in the facility. A copy of the 2004 Report will be made available to proposers to this RFP.

4. Completely demolish the metal records warehouse and adjacent cinderblock storage areas and old transit building/garage; piers, foundations, slabs, and other debris onsite. Approximately 4,848 square feet of floor space.
5. Additional disposal of used oil, oil containers/barrels, and Diesel Fuel Storage tank. Provide necessary soil remediation pursuant to EPA requirements.
6. Ensure that all contractors waste material is removed from the site.
7. The entire site shall be graded to a smooth finish, raked and left free of any debris for the next phase.
8. At the completion of the project, furnish a project summary and all information and reports that may be required by any authority having jurisdiction to the project owner, General Services.

D. QUALIFICATIONS OF OFFEROR

Offerors should meet the following qualifications:

1. Have a minimum of ten years of experience in providing Demolition & Clean-up (Remediation) services as outlined herein.
2. Be licensed to provide the requested abatement services in the state of Arizona & the Navajo Nation, if required.
3. Maintain insurance coverage in the following minimum amounts:
 - a. General Liability of \$1 Million per occurrence and \$2 Million in total coverage, and
 - b. Auto Liability with limits no less than \$1M per occurrence
 - c. Workers Compensation Coverage with limits of \$1M/\$1M/\$1M
 - d. Pollution Legal Liability of \$1 Million per occurrence and \$1 Million in total coverage,
 - e. Navajo Nation must be named as Additional Insured for GL, AL and WC.
 - f. Waiver of Subrogation for all coverage applies.
 - g. Additional requirements from the Navajo Nation’s Risk Management Program may apply.

E. SUBMITTALS

All interested parties shall submit (3) three sets of their proposal in a sealed envelope to the:

Division of General Services
 Second Floor
 2559 Indian Route 100
 Window Rock, AZ 86515
 Attention: Shawnevan Dale, Executive Director

Please indicate the “RFP No.: **25-03-3629GC**” on the front of the sealed envelope along with the priority status under the Navajo Nation Business Opportunity Act, if applicable.

F. SCHEDULE OF ACTIVITIES

	Activity	Date
1.	RFP Release Date	Thursday March 27, 2025
2.	Job Site Walk Thru (Records Management Warehouse-Fort Defiance, AZ) – <i>Optional (in order to obtain the most accurate pricing, we recommend participating in the walk thru.)</i>	Friday April 4, 2025 @ 9am
3.	Inquiry Period-Questions on this RFP must be submitted via email to sdale@navajo-nsn.gov . No exceptions after this date.	Monday April 7, 2025 @ 3pm
4.	Deadline for submission, RFP Closes - PROPOSALS DUE	Friday April 11, 2025 @ 4:00pm
5.	Bid Opening ISD Large Conference Room, Window Rock, AZ.	Monday April 14, 2025 @ 11:00am

II. RESPONSE FORMAT AND ORGANIZATION

All proposals must include the following:

A. Proposal Organization

1. The Letter of Transmittal, which shall be considered an integral part of the proposal, shall be signed by the responsible individual(s) who is (are) authorized to bind the Offeror contractually.
2. The proposal must supply names and resumes of key personnel to be assigned to the performance of the responsibilities contemplated by the RFP. Resumes describing the qualifications of all professional personnel, excluding support staff, to be utilized in the performance of this agreement, including all subcontractors who have been identified, must show, at a minimum, the person's name, education, position, and total years and types of experience relevant to the performance of the agreement.
3. The Offeror must submit evidence of appropriate required insurances that will be in force at the inception of the contract and must agree to maintain such coverage throughout the term of any agreement. Such insurance must be in an

amount reasonable for a firm of Contractor's size and financial condition, and shall cover the Offeror, its employees, agents, representatives and subcontractors.

4. A detailed description of Offeror's knowledge and experience with respect to the services to be provided.
5. A list of three (3) references for the Offeror's work.
6. A specific description of the Offeror's proposal for the delivery of the professional services contemplated by this RFP. This proposal may include a work plan, a discussion of the manner in which the personnel will be made available to provide the services and such other information as the Offeror reasonably believes necessary to explain its proposal for meeting the needs of the NN Division of General Services.

B. Fee and Cost Schedule

A detailed cost breakout for services required by this RFP. Such fees may be outlined hourly, as a percentage of the cost of any buildout, or otherwise. Offerors must sufficiently explain the details of its cost proposal for each of the services to be provided.

III. EVALUATION

A. Evaluation Point Table/Summary:

1. Demonstrated Qualifications and Experience	35 Points
2. Technical Capabilities	35 Points
3. Cost Proposal	15 Points
4. Knowledge of similar projects-demolition	10 points
5. Knowledge of the Navajo Nation	5 Points
Total Points	100

B. Completed evaluation:

1. Once the Bids are opened, evaluation will occur.
2. Bids are evaluated based on the above criteria.
3. Once offers are evaluated and compared, an offer may be extended to the successful bidder.
4. The proposed projects is subject to the availability of funds and the RFP may be cancelled at any time.
5. If the proposal is beyond the internally Maximum Feasible Cost, the offeror reserves the right to reissue the RFP.

NAVAJO NATION CERTIFICATION
Regarding Debarment, Suspension, and
Contracting Eligibility

1. Applicant entity acknowledges that to the best of its knowledge that the Applicant entity, either in its present form or in any identifiable capacity, has not, in accordance with 12 N.N.C. § 361:
 - A. Been convicted of the commission of criminal offenses incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of any such contract or subcontract;
 - B. Been convicted of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or other offenses indicating a lack of business integrity or honesty, which currently, seriously, and directly affect responsibility as a Navajo Nation contractor;
 - C. Been convicted under antitrust statutes arising out of the submission of bids or proposals;
 - D. Violated contract provisions, including:
 - i. Deliberate failure, without good cause, to perform in accordance with the contract specifications or within the time limit provided in the contract,
 - ii. A recent record of failure to perform or of unsatisfactory performance with the terms of any contract, or
 - iii. Any other cause so serious and compelling as to affect responsibility as a Navajo Nation contractor, including debarment by another governmental entity.
2. Applicant acknowledges that if the Navajo Nation determines that the executed Certification provided herein is untrue or not wholly accurate, it shall be grounds for the Navajo Nation to terminate the contract and pursue other legal remedies, at the Navajo Nation's discretion.
3. Applicant certifies to the best of its knowledge that it is eligible to do business with the

Navajo Nation, in its present form or in any other identifiable capacity, pursuant to 12 N.N.C. § 1501 and 5 N.N.C. § 301. Applicant also acknowledges that per 12 N.N.C. § 1505, it will not be eligible to contract with the Navajo Nation if deemed ineligible by the appropriate department or entity of the Navajo Nation which receives the Applicant's request for consideration for a business opportunity.

Applicant Name

Name of individual signing on Applicant's behalf (print)

Applicant Address

Title of individual signing on Applicant's behalf

Applicant Address

Signature of individual signing on Applicant's behalf

Applicant Address

Date