



COCOPAH INDIAN TRIBE
14515 S. Veterans Drive
Somerton, AZ 85350
928-627-2102 x 26
Email: administrator@cocopah.com

Request for Proposals for

Head Start Playground

1. Scope of Work:

This statement of work will be issued under contract between Cocopah Indian Tribe and contractor. Renovate existing park to include amenities as outlined in **Objectives** below.

2. Objectives:

2.1 Playground:

Ground material needs to be “all weather”, “play-safe”, (not wood bark or sand) a material that would not hide broken glass. Recommend, “Pebble flex” a rubberized material. It can be pressure washed and easy to repair.

2.3 Swing Set: Needs to be moved over to the East part of the playground.

2.4 Fencing around Playground:

Inner fence must be four feet in height, any rotted poles need to be replaced; some other fencing may be required to be removed. Any demolition of fence must be prior approved. Some fence may be salvageable and re-used.

2.5 Picnic Tables:

Made of concrete pads to compliment sidewalk in color. Two each Benches attached to the concrete pad.

2.7 Painting: Paint all exposed areas with colors to enhance the building.

2.9 Signage: Sign designed by head start for placement on the outer part of the building.

2.10 All Ground Areas Leveled: In and around the playground and center dirt/gravel leveled. Landscaping performed.

2.11 General Repairs: Pads on support beams, rotate door at main entrance, windows re-caulked, all school playground equipment no higher than 12”.

3. Location of Work:

Head Start is located on the Cocopah East Reservation

4. Period of Performance:

Contractor is to identify time frame in which all work will be completed satisfactorily given a specific start date.

5. Deliverables:

Contractor to itemize, from *Objectives*, deliverables in which contractor can meet. The contractor shall maintain a single project schedule from which various project reports can be produced. The following reports shall be provided:

5.1 Who Does What When Report

The "Who does what when" report shall be provided by the contractor with the initial submission, and again following negotiations. This report will be used by the Tribe to assess the adequacy of the resources proposed by the contractor to accomplish the *Scope of Work*.

5.2 Incremental Payments

Incremental payments may be issued, as agreed, by completion, reporting and meeting of acceptable standards of work.

5.3 Progress/Compliance

The Tribe requires the following from contractor in order to monitor progress and ensure compliance:

Weekly Status Report/Meetings
Project Management Team (PMT) Meetings (as required)
Program Reviews
Outlines and Drafts

6. Standards:

All work to be completed meeting acceptable standards as defined in the Universal Commercial Code as adopted by Yuma County with special consideration to inclement weather of the desert southwest.

7. Acceptance Criteria:

Upon completion of *Deliverables*, Cocopah Indian Tribe designated representative with contractor will engage in a "walk" a specific area of completion to determine that contracted *Objectives* met according to *Standards*.

8. Projected Cost:

Total cost of project is to be stated. Contractor may also itemize incremental payment requirements. Payment may be included in incremental completion matching phases, as long as deadlines met, i.e. *Fence movement to be completed in 4 days, payment of \$X to be issued upon completion of fences.*

9. Changes/Modifications:

If for any reason, changes must be made, notification must be received in writing and approved by Tribal Administration prior to modification.

10. Miscellaneous:

Contractor is to provide certificate of insurance indemnifying Cocopah Indian Tribe and providing Cocopah Indian Tribe as additional insured in the amount of no less than one million per occurrence with two million aggregate. Contractor is to avoid traffic congestion in and around work area, secure work area during and at end of work day.

If interested, please submit letter of interest with contact information to arrange appointment for viewing area.

**Contact: Tribal Administrator, Christopher J. Nunez
928-627-2102 x 2**

email administrator@cocopah.com

mail to: 14515 S. Veterans Drive, Somerton, AZ 85350.

Letters of interest, emails or calls must be received no later than July 31, 2013.


APPROVED

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