

## REQUEST FOR BIDS

Cocopah Indian Tribe  
Back-up Generators for Water Wells

Release Date 9/20/2013

RFI due date 10/04/2013 by 3:00 PM AZ Time

Bids due 10/18/2013 by 10:00 AM AZ Time, @ Cocopah West (Public Works Department)

### **I) Scope/Intent of Services:**

The contractor shall provide professional services to supply and install three back-up generators for the Cocopah Indian Tribe (Tribe) in Yuma County, Arizona. The generators are necessary to keep water wells and treatment facilities in operation during periodic power outages. Work is to be completed within 90 days of notice-to-proceed. The contractor's duties shall include, but are not limited to, the following:

#### A) Deliverables:

- 1) Construction of concrete pad for foundation (design, formwork, concrete, etc.). Includes, but not limited to, the following:
  - a) All site preparation necessary to install the generators at the three different reservation locations. This will include, at minimum, any necessary site work (grading, excavation, formwork, etc.)
  - b) All material and work needed for construction of concrete pad for foundation (including design, formwork, concrete, etc.)
- 2) Purchase/installation of three (3) new diesel generators. Includes, but not limited to, the following:
  - a) All material and associated electrical work necessary to connect the generators to the systems, in order to provide emergency back-up power. This includes any necessary site work (trenching, backfill, etc.)
  - b) Separate circuits to the new generator for the battery chargers, jacket heaters, and convenience outlet for servicing and lighting.
  - c) All electrical work performed by a certified electrician.
- 3) Start-up Services, O&M Manuals, and Trainings. Includes, but not limited to, the following:
  - a) Testing and start-up of generators done by a qualified manufacturer's technician.
  - b) In addition to the manufacturer start-up requirements, the contractor shall be responsible for providing load bank and infrared testing of each unit to assure it is operating correctly.
  - c) Training and assistance for the utility operators to assure O&M requirements are thoroughly understood.
  - d) O&M manuals as defined in the technical provisions.

### **II) Request for Bid Modifications:**

This contract has been advertised previously. Changes made to the contract requirements since the last advertisement include the following:

- A) In the following Section III Part B, proposed generator manufacturer was added as a submittal requirement.
- B) Fuel top-off is no longer required after start-up and testing. The contractor will ensure the tank is completely full prior to startup. The Tribe will be responsible for replacing any fuel used during startup and testing.
- C) Electrical enclosures shall be NEMA 3R instead of 4X. (TP 28.3C)

- D) Concrete slab shall have a minimum thickness of 12” unless manufacturer recommends it to be thicker. (TP 28.6A)
- E) Aboveground conduit is changed to Schedule 80. (TP 28.4B1b)

### **III) Submittal Criteria:**

As part of the proposal, each contractor shall submit the following for review. Bids shall be considered non-responsive if any of the requested information is missing or if a portion of the required service or material has been excluded. If a bidder desires clarification or a modification to the scope of work during the bid process, a RFI may be submitted (See Section V of this document).

- A) Proposed Work Plan - Detail the company’s understanding of what will be provided, a project schedule, as well as the proposed approach for accomplishing the work.
- B) Proposed Generator Manufacturer - Submission of proposed generator make/model to show the Section 28.4A requirement of the specification is fulfilled.
- C) Professional Qualifications and Experience - Statement of Qualifications, including employees/subcontractors involved in the project, relevant electrical qualifications, certifications and experience related to activities associated with similar contracts with government and tribal agencies. In addition, each of the listed projects should include the owner, contact information, brief project description, and cost of the project. Inclusion of experience working with Indian tribes, federal agencies that fund and/or regulate sanitation facilities in Indian country and small communities is highly recommended.
- D) Bid Schedule - The bid must be included on the provided bid schedule, or the bid will not be considered. Note that each item must be estimated so as to encompass all work related/necessary to complete the item. No items shall be added or deleted from the scope of work. Requested additions or exclusions must be submitted through an RFI for consideration (See Section V). Project will be awarded to the lowest qualified bidder who submits all required information.
- E) Bid Bond – A bid bond of 5% of the contract price is required

### **IV) Contract Documents:**

The construction work and contract shall be executed according to the specifications outlined in the contract documents package. The items included in this package are as follows:

- A) Request for Bids (This Document)
- B) General Provisions & Technical Specifications (Appendix A)
- C) Bid Schedule (Appendix B)
- D) Site Maps (Appendix C)
- E) Contractor Reference Checks for Tribal Construction (Appendix D)
- F) Any received RFI questions and provided responses during the bid process.

### **V) Proposal Evaluation:**

The Indian Health Service (IHS) will assist the Tribe with the evaluation of bids and selection of the lowest qualified bidder. The Tribe reserves the right to reject any or all proposals.

### **VI) Requests for Information:**

Questions concerning this Request for Bids must be submitted in writing as a Request for Information (RFI). RFI submissions may be made via e-mail. RFI submissions must be received by BOTH the Tribe’s Public Works Office (PWO) and IHS no later than Friday, October 4<sup>th</sup>, 2013 by 3:00 PM AZ time. RFI’s and answers will be shared with all prospective bidders.

**VII) Proposal Deadline and Submission Instructions:**

Responsive bidders shall submit one (1) electronic copy (in PDF format) of their Bid in a sealed envelope marked "Bid for Cocopah Generators Project" to the PWO by mail to the address listed below on Friday, October 11<sup>th</sup>, 2013 at 10:00 AM AZ time. Bids may also be submitted electronically by emailing them to both the PWO and IHS. Proposals received via fax shall be rejected.

**VIII) Other Information:**

Tribally owned company (>51%) preference is given in the event of equal bids. Bidders claiming Indian Preference as an Indian Owned Economic enterprise must attach properly completed "Indian Owned Economic Enterprise Qualification Statement" to the BID (appendix E). Failure to submit this form will void the bidder's claim for Indian preference. Contract compliance and enforcement is the responsibility of the Tribe. The role of IHS shall be that of technical advisor and construction inspector. State lien laws do not apply. Arizona Davis-Bacon wage rates shall be in effect. For construction contracts exceeding \$100,000 a performance and payment bond 100% of the contract price is required; a bid bond of 5% of the contract price is required. Contact information for the Tribe's PWO, and IHS are follows:

<b>Cocopah Tribe's – Project Manager</b>	<b>Indian Health Service</b>
Edmund Domingues, Public Works Director Cocopah Indian Tribe 14515 S Veterans Dr Somerton, AZ 85350 Phone – (928)627-0616 Fax – (928)627-3173 edomingues@cocopah.com	Darren Ausdemore, District Utility Consultant Western Arizona District IHS Office 1553 W. Todd Dr., Suite 107 Tempe, AZ 85283 Phone – (480)592-0091 Fax – (480)590-0096 darren.ausdemore@ihs.gov

**IX) Appendices:**

- A) General Specs/Supplementary Conditions/Technical Specs
- B) Bid Schedule
- C) Site Maps
- D) Reference Checks
- E) Indian owned enterprise qualification statement