

NAVAJO TRIBAL UTILITY AUTHORITY
AN ENTERPRISE OF THE NAVAJO NATION

SECTION I. OVERVIEW OF REQUEST FOR PROPOSAL (RFP)

- A. Navajo Tribal Utility Authority (NTUA) is a special purpose government entity, multi-utility enterprise of the Navajo Nation which provides electric, water, wastewater, natural gas, photovoltaic, and telecommunication services covering approximately 27,000 square miles across northeastern Arizona, northwestern New Mexico, and southeastern Utah. NTUA has seven main district offices located in strategic communities spanning the Navajo Reservation, with its corporate headquarters located in Fort Defiance, Arizona.

Type of Service: NTUA is seeking a general contractor to construct a well pump house including the installation of the data acquisition SCADA system in accordance with specifications. The general contractor will be responsible for procurement of items related to well construction. NTUA will be responsible for well construction and extension of power to the site.

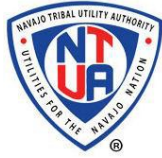
- B. Schedule of Activity Dates:

1. Advertisement Period	May 5, 2026 – May 19, 2026
2. Questions Due to NTUA	May 20, 2026 by 5:00 p.m. (DST)
3. Answers to Questions	May 26, 2026
4. Proposals Electronically Due to NTUA	May 29, 2026 at 5:00pm (DST)
5. Evaluation of Proposals	June 2 – June 5, 2026
6. Proposer Selection	June 10, 2026
7. Award Contract/Notice to Proceed	June 12, 2026

- C. **Inquiries:** If there are any questions, firms Andrea Hale, Contract Administrator, via email andrea@ntua.com. NTUA will only respond to questions related to this RFP prior to the date indicated above. All emails should have “*NTUA PUMPHOUSE CONSTRUCTION FOR FOREST LAKE WELL #2 – QUESTIONS*” in the subject line. All questions and answers will be published for all interested parties so do not include confidential information in the submitted questions.

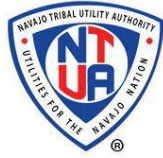
Proposer(s) will risk jeopardizing their eligibility if any person other than the Contract Administrator is contacted for clarification. Any interaction with NTUA staff by the Proposer will constitute disqualification.

- D. **Submission:** Proposal and Cost responses shall each be submitted, **electronically** to andrea@ntua.com in separate PDF attachments clearly labeled as follows: for the Proposal “**DO NOT OPEN – NTUA PUMPHOUSE CONSTRUCTION FOR FOREST LAKE WELL #2 (PROPOSAL)**” and for the Cost “**DO NOT OPEN – NTUA PUMPHOUSE CONSTRUCTION FOR FOREST LAKE WELL #2 (COST)**” and



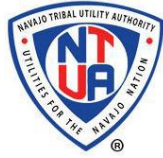
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- received by the deadline indicated above.
- E. Proposal submission, Proposers must submit as required:
1. An Original proposal (marked 'Proposal') included as a **stand-alone PDF document file**, clearly marked. Total proposal information materials shall be limited to **seventy-five (75) numbered pages** of text, no smaller than 11-point font and/or graphics. Any supporting documentation and supplemental information may be included in subsequent appendices and shall not be counted against the page limit. Each page of the proposal shall consist of the company name and page numbering.
 2. An Original cost (marked 'Cost') included as a **stand-alone PDF document file**, clearly marked, to be opened only after determining the proposal satisfies the requirements of the RFP. Each page of the cost shall include the company name and page numbering. The cost methodology must be clear and presented in a manner that considers the Scope of Work, must detail any proposed escalation rates, and cannot be modified unless there is a change in the NTUA requirements of the RFP submission.
 3. NTUA will accept hand-carried proposals and delivery can be made as follows:
 - o Navajo Tribal Utility Authority
ATTN: Andrea Hale, Purchasing Department
North Navajo Route 12 in Fort Defiance, Arizona
 4. NTUA will not accept any mailed (FedEx/UPS) proposals.
- F. Preference will be applied in accordance with the Navajo Business and Procurement Act (12 N.N.C. § 1501 et seq.); the Navajo Nation Procurement Act (12 N.N.C. § 301 et seq.); the Navajo Nation Business Opportunity Act (5 N.N.C. § 201 et seq.), and other applicable statutory and regulatory requirements.
1. Proposers must submit evidence of their Preference Priority Certification *if applicable*.
 2. In the subject line of the proposal electronic submittal, include by indicating whether the proposer is a Priority #1, Priority #2 preference business.
 - o Subject: "name of RFP project – PROPOSAL (Priority #1)"
- G. Only responsive proposals will be considered for award. For a proposal to be considered responsive, the Proposal and Cost must address the items listed in Section II: Proposal Evaluation Criteria.
- H. **Addendum to the RFP:** In the event it becomes necessary to revise any part of the RFP the Contract Administrator shall issue a written addendum on the specifics of the change and inform all concerned parties before the due date. Proposers shall ensure a signed copy of the acknowledgment of any addendum is included with the proposal.
- I. All costs incurred by the proposer in preparing and responding to this solicitation are the sole responsibility of the proposer. Any information or financial assumptions included in the proposal submitted pursuant to this solicitation are at the sole risk and responsibility of the party



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- submitting such proposal.
- J. **Informalities Proposals:** NTUA reserves the right to reject any or all proposals and to waive informalities in the proposals received, including (without limitation) waiving the deadline for proposals, whenever such rejection or waiver is in the best interest of NTUA. NTUA reserves the right to reject any proposal based on deficient past performance, including projects conducted with NTUA, other Navajo Nation agencies, the federal, state, or local governments, or any commercial project.
- K. NTUA reserves the right to select more than one winning proposal. The selection of the winning proposal(s) will be based on best value, not necessarily on the lowest cost. As described in Section II, Proposal Evaluation Criteria, and Section IV, Scope of Work, the selected proposer will best meet the evaluation criteria, including, but not limited to, technical merit, past performance, financial and personnel capability, and cost. The successful proposer is expected to perform at a high level to meet NTUA's contractual requirements.
- L. **Contractual Clauses:** For NTUA to contract for services of this nature, the successful Proposer must agree to include as part of the Agreement the following two clauses:
1. **Governing Law:** The governing law and dispute jurisdiction will be the Navajo Nation Law and Courts. No provision of the contract shall constitute a waiver of sovereign immunity of the Navajo Nation.
 2. **Navajo Nation Sales Tax:** The successful proposer shall include the Navajo Nation 6% tax within their cost proposal. It will be the successful Proposer's responsibility to pay the sales tax on the sales receipt to the Navajo Nation.
- M. **Award of Contract:** Upon selection, a purchase order together with a negotiated agreement of the terms and conditions (Agreement) will be prepared between NTUA and the proposer selected. This proposal, submitted by the Proposer(s), will become part of the contract.
- N. **Debarment and Suspension:** The proposer acknowledges that, to the best of his/her knowledge, their Company and principal participants on the Agreement have not been suspended or debarred from proposing on a Federal or Navajo Nation contract. Further, the proposer acknowledges, understands, and attests that:
1. The undersigned understands and certifies that proposal submission shall act as certification that neither the proposer's company nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
 2. The undersigned certifies that the proposer is eligible to do business with the Navajo Nation pursuant to 12 N.N.C. § 1505(A)-(D).
 3. If the proposer is unable to certify or has been debarred or suspended in the past, then the proposer shall attach an explanation to its proposal submission as an addendum. The following language shall be included in such addendum:



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I hereby certify that I am authorized to execute this certification on behalf of the company and certify the truthfulness and accuracy of the contents herein or attached hereto to the best of my belief.

All proposers are encouraged to seek legal advice to ensure compliance with this requirement.

SECTION II. PROPOSAL EVALUATION CRITERIA

To achieve a uniform review process and obtain the maximum degree of comparability, proposals must be organized as specified below. NTUA reserves the right to request additional information from any proposer at any time during the evaluation and selection process.

A. Title Page/Cover Letter

Proposal submittals are well-organized and free of grammatical errors. Proposers include a cover letter with the company name, address, website, telephone number, and the primary contact person, including e-mail, direct line, and mobile phone numbers. The title page will be considered a cover letter and should be signed by an agent, owner, or authorized officer of the proposed company.

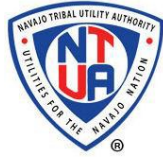
B. 15 Points – Technical Approach & Methodology

1. Site Specifics: Understanding of site topography, geotechnical conditions, flood risks, and environmental requirements.
2. Technical Solution: Approach to structural design, intake/outlet structures, and mechanical/electrical equipment installation (pumps, controls).
3. Construction Sequencing: Detailed plans for managing water flow during construction, excavation, and installation.
4. Permitting: Expertise in acquiring required regulatory permits.

C. 10 Points - Relevant Experience & Past Performance

1. Similar Projects: Demonstrated experience in constructing, repairing, or installing water/wastewater pump stations (3-5 comparable projects).
2. Reference Checks: Positive references regarding project management, adherence to specifications, and cost control.
3. Reputation: Overall quality and reliability in the industry.

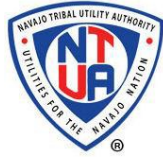
D. 10 Points – Proposer’s Qualification & Experience. Overview of your company,



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including a brief history, size, and location.

1. Provide a list of at least three (3) examples of prior or current projects in which a similar scope of work was performed. (Construction of pumphouse).
 2. If applicable, provide two (2) examples of past performance on contracts with the Navajo Nation; in terms of mobilization, cost control, quality of work, compliance with performance schedules, and satisfactory performance of services provided.
 3. Provide contact information for client references. (name, company, email address, and phone numbers).
- E. 5 Points - Qualifications of Personnel & Subcontractors**
1. Key Personnel: Experience of project managers, superintendents, and lead engineers, specifically with mechanical and electrical systems.
 2. Subcontractor Management: Qualifications of specialized contractors for structural or electrical work.
- F. 15 Points – Cost/Price Proposal**
1. Total cost of ownership: Evaluation of the base bid, unit prices, and potential operation/maintenance costs.
 2. Completeness: Breakdown of costs for all materials, equipment, labor, and site work.
- G. 15 Points – Project Schedule**
1. Timeline Realism: Ability to meet the required construction schedule (e.g., number of calendar days to completion).
 2. Project Milestones: Clearly defined phases for mobilization, construction, testing, and commissioning.
- H. 10 points – Safety & Quality Management**
1. Safety Record: EMR (Experience Modification Rate) and history of accidents.
 2. Quality Control: Methods for ensuring compliance with technical specifications (e.g., concrete curing, insulation, vapor barriers).
- I. 10 points – Proposer’s Financial Capacity**
1. Provide evidence that the Proposer has the financial capability to perform the required scope of work, as well as the technical and administrative support to complete within the required time frames.
 2. Provide the latest financial statement (official accounting statement), audited if available, including the primary Proposer’s latest balance sheet and income statements, defining the following:
 - Current assets; Net Fixed Assets; Other Assets; Current Liabilities
 3. Provide the name of the entity to prepare the financial statement and date thereof if the Financial Statement is not audited.



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Note: If a financial statement is not for the identical organization named herein, explain the relationship and financial responsibility of the organization furnished.

- J. **10 points – Proof of Insurance.**
1. \$1,000,000 Professional Liability Insurance
 2. General Property Liability
 3. Motor Vehicle and/or other modes of transportation; and
 4. Worker's Compensation

SECTION IV: SCOPE OF WORK

NTUA Forest Lake No. 2 Pumphouse Construction Scope of Work

Contractor shall construct a two-room pumphouse in accordance with the geotechnical report and sealed construction drawings and specifications, which will be available upon request from the Purchasing Agent. The construction design is 100% complete and will include the structural, mechanical, electrical, and control and data acquisition (SCADA) system. Further details will be provided in the technical provisions such as substitutions, SCADA platform, and pre-approved vendors for major equipment. The contractor is responsible for SCADA programming and integration. The work shall include all labor and equipment necessary to perform the excavation, backfilling, site grading, construction of footings, slab, and structure, plumbing tree installation, gas chlorination system, completion of functioning electrical and supervisory SCADA, waste drain line for the treatment building, rod iron ornamental security fence and gate, final cleanup, and start-up operations including painting and pipe connection. The contractor is responsible for procuring all items related to well construction. Contractor shall provide shop drawings required by the construction documents. The NTUA will be responsible for well construction and extension of power to the site.

There will be no pre-bid site visit, but the contractor can plan to visit the site. The contractor will be responsible for temporary water and power during construction. Due to the well drilling operations, the site topography was altered. The contractor will be responsible for identifying finish floor elevation based on the construction drawings and required drainage. Pricing should assume fully engineered structure. Liquidated damages will be included in this contract. There



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are prevailing wages for this project as required by ARPA funding and those will be available upon request from Purchasing Agent.

Note: All communication must go through NTUA Purchasing Agent. Any violations of NTUA's Procurement Policy will result in cancellation of bid.

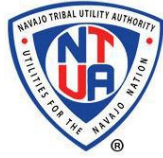
SECTION V: COST ESTIMATE

THE UNDERSIGNED PROPOSER, HEREBY OFFERS and agrees, if this proposed cost estimate is accepted, to enter into an Agreement to perform satisfactory work, based on the qualifications needed to complete the scope of work task as requested by NTUA.

A. Budget and Fees:

Forest Lake Well No. 2 Pump House					
SEQ. NO.	Item Description	UNIT	QTY	UNIT PRICE	AMOUNT
1	Mobilization/Demobilization (Shall be within 5% of the base bid) (TP-01)	LS	1		
Forest Lake Well No. 2 Construction					
2	Concrete pad construction (STP-1.0)	LS	1		
3	Permanent equipment procurement (STP-1.0)			Lump Sum Contingency Allowance	\$ 100,000.00
Water Transmission Mains					
4	4" DI water pipe (TP-04)	LF	30		
5	4" gate valves (TP-04)	EA	2		
6	6" gate valves (TP-04)	EA	2		
7	Connection to existing watermain (TP-04)	EA	1		
8	Flush hydrants (TP-04)	EA	1		
9	4" C-900 water line (TP-04)	LF	60		
Pumphouse Construction					
10	Pumphouse site grading (STP-2.0)	LS	1		
11	Pumphouse foundation and structure (STP-2.0)	LS	1		
12	Pumphouse plumbing (STP-2.0)	LS	1		
13	Pumphouse electrical (STP-2.0)	LS	1		
14	Ornamental rod iron security fence and gates (STP-2.0)			Lump Sum Contingency Allowance	\$ 44,000.00
15	Gravel cover (TP-60)	CY	25		
16	12' wide gravel access road (STP-4.0)	LS	1		
Pumphouse SCADA Integration					
17	SCADA electrical control (STP-3.0)	LS	1		
18	4" magnetic flow meter (STP-3.0)	LS	1		
SUBTOTAL CONSTRUCTION					
				Navajo Nation Tax	6%
TOTAL CONSTRUCTION					

Proposer shall submit a comprehensive budget that clearly outlines all anticipated costs associated with the scope of work described in this RFP. NTUA seeks transparent pricing to enable accurate evaluation and long-term planning. Proposers should provide sufficient detail to explain how each fee or charge is derived.



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B. Cost Proposal:

1. Provide a detailed pricing structure for the services outlined in this RFP.
2. Propose a model for handling additional work, such as project-based or major enhancements.
3. Specify any one-time or setup costs.

Company Name: _____ Date: _____

Name/Title: _____

Signature: _____