



**NORTHERN CHEYENNE TRIBE**  
**PROCUREMENT DEPARTMENT**  
P.O. BOX 128  
LAME DEER, MONTANA 59043



Request for Proposal  
Mechanic Services  
Department of Transportation  
September 23, 2019

The Northern Cheyenne Tribe Department of Transportation is now accepting proposals for the Mechanic Services for the Maintenance and Road Construction Departments located within the exterior boundaries of the Northern Cheyenne Tribe, Montana.

The Contractor shall furnish all labor, equipment, tools, supplies, repair parts, oil, grease, filters, etc. to perform timely and effective remedial service calls and repair services as needed for the N.C. Dot Construction and Road Maintenance Program. Work to be performed includes, but is not limited to:

The scope of work:

1. The work consists of furnishing all labor, equipment, tools, supplies, repair parts, oil, grease, fuel filters, air filters, oil filters, hoses, seal kits, all associated hardware, etc., to perform timely and effective remedial service calls and repair service as needed. A full-time covered space for repairs or PMs will not be provided to the contractor. In the event of inclement weather, a covered area can temporarily be made available to facilitate repair or PM services on designated equipment. Electric power will be made available to the contractor for remedial repair services when available on site.
2. The contractor shall comply with all applicable Federal, State and installation Fire, Safety, Security and Environmental Protection Regulations.
3. Preventative Maintenance services will only be authorized on a work order basis.
4. All repairs, remedial services shall be made in accordance with the Original Equipment Manufacturer (OEM) manual.
5. The contractor shall make available to the NC Dot Director the status of any or all repair work in progress upon request.
6. The contractor shall be paid for the actual serviced provided; however, all repairs will require estimates to be provided to the NC Dot Director for determination of whether the repair is minor, major or uneconomical and to ensure funding is available.
7. The contractor shall do tire repair and provide tires for all equipment.
8. The contractor will be required to comply with all applicable environmental protection regulations.

LITTLE WOLF AND MORNING STAR - Out of defeat and exile they led us back to Montana and won our Cheyenne homeland that we will keep forever.

The Contractor shall include in their proposal a price for the following

- Daily cost for mechanic services
- Mileage per mile round trip

Please submit your proposal, one Bid per Contractor to the Northern Cheyenne Tribe Finance Office before October 3, 2019 at 4:30:00 p.m. All proposals must be hand delivered or mailed and received by the bid deadline in a sealed envelope and marked Mechanic Services Bid. Emailed or faxed proposals will not be allowed and late proposals will not be considered. All required documents must be in the sealed bid prior to opening. If you have any questions concerning the bid opening, please contact Renessa Russette at the Procurement Planning office. Phone 406-477-4810.

REQUIRED DOCUMENTS INCLUDE THE FOLLOWING:

INDIAN PREFERENCE. The owner will factor Indian preference into the bid analysis process however it will in no case be the sole deciding factor in awarding the work. Evidence of eligibility for Indian preference must be submitted with the proposal. Responsible bids will be accepted from Non-Indian owned Contractors. In evaluation of the bids, the Tribe may, within funding limitations, give preference in the amount 5% above the lowest total bid, to qualified Indian owned firms.

TERO.

Each contractor is required to be certified by the Tribal Employment Rights Office (TERO) prior to submitting a bid in accordance with the Northern Cheyenne TERO Ordinance. The Contractor is required to comply with the requirements of the N.C. Tribal Employment Rights Office. To receive an application for certification and information on TERO, please write to: Director, TERO, PO Box 308, Lame Deer, MT 59043, or phone 406-477-6287.

The N.C.T. reserves the right to reject any and all bids and to re-advertise according to the best interests of the N.C. Tribe. The N.C. Tribe reserves the right to waive any irregularities or informalities in regard to bids and the bid process.

Published at Lame Deer, Montana, on this 23rd day of September, 2019.

Renessa Russette, Procurement Planning Officer  
PO Box 128  
Lame Deer, MT 59043