



**-WOHEHIV-
The Morning Star**

Northern Cheyenne Tribe

P.O. Box 128
Lame Deer, Montana 59043



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Request for Proposal
Staff Quarters Renovation Services
Northern Cheyenne Tribal Schools
September 16, 2019

The Northern Cheyenne Tribe is now accepting sealed bids for the Northern Cheyenne Tribal Schools (NCTS) consisting of Staff Quarters Renovation Services.

The contractor shall furnish labor needed for the Staff Quarters Renovation Services. This bid should include (but is not limited to) the following:

Statement of work:

Renovation of Staff Quarters (houses) #262 & #264, to include floor replacement and or repair, and interior painting. The School shall provide all materials, and Contractor shall bid on labor only.

- Replace damaged flooring in two (2) NCTS Campus houses.
- Kitchen area approximately 130 sq. ft.
- Dining area approximately 363 sq. ft.
- Living room area approximately 364 sq. ft.
- Paint the interior, kitchen, dining room, living room, 2 bedrooms, bathroom and basement steps area.

Scope of Work:

1. Remove and replace sub flooring in kitchen area & prep floor properly to install new floor tile.
2. Install floor joist reinforcing such as 2x8 or 2x6 as needed in both #262 & #264.
3. Remove hard wood flooring in dining area and partial living room area. (#264 only)
4. Install new subfloor and floor tile in #264.
5. Paint the interior of both #262 & #264.

Bids shall be separated by house number. All prospective Contractors shall do a site visit to view the work needing done and provide the school with a material list. All bidders must have General Liability Insurance and TERO certified. Please contact the NCTS Facilities Manager, Duane Swank Sr. at (406) 720-0126 to schedule a site visit.

Information on these services can be picked up at the Procurement Office, Little Wolf Capital Building, 600 Cheyenne Avenue South, Lame Deer, Montana, 59043. Please submit your bid, one per contractor to the N.C. Tribe Finance Office before September 26, 2019 at 10:30 a.m. **All bids must be hand delivered or in a sealed envelope and received before the bid deadline and marked, Staff Quarters Renovation Services and also have the Company name on the sealed envelope. Emailed or faxed proposals will not be allowed and late bids will not be considered. All required documents must be in the sealed bid prior to the bid opening.** No bids may be withdrawn after the scheduled time for the public opening of bids. If you have any questions please contact Renessa Russette at the Procurement Office, 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 bids, the Tribe may, within funding limitations, give preference in the amount of 5% above the lowest total bid, to qualified Indian owned firms.

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 Northern Cheyenne Tribal Employment Rights Office. To receive an application for certification and information on TERO, please write to: Director, Tribal Employment Rights Office, P.O. Box 308, Lame Deer, MT 59043, or phone 406-477-6505. The contractor is responsible for payment of all TERO fees.

This Advertisement for Bids does not commit the N.C. Tribe to award a contract. Nor to pay any costs incurred in the preparation of the bid(s) or to procure supplies.

The N.C. Tribe 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 the bids and the bid process.

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Renessa Russette, Procurement Planning Officer (1st publication): September 16, 2019
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