

Request for Bids (RFB) for
Construction Services for the
U.S. Department of Commerce



TOMA
RESILIENCE CAMPUS

Economic Development Administration
Award # 07-79-07480

Blue Lake Rancheria
428 Chartin Road
Blue Lake, CA 95525

November 23, 2022

Proposals (Sealed Bids) Due: February 6, 2023

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Owner Information

The Blue Lake Rancheria is a federally recognized Native American tribe in northwestern California, near the cities of Eureka and Arcata, five miles inland from the Pacific Coast, along California Highway 299.

Within the aboriginal territory of the Wiyot people, the Blue Lake Rancheria was founded in 1908 as a refuge for homeless Indians. The Tribe was terminated in 1958, and then reinstated to federal recognition status in 1983. Since then, the Tribe has made a concerted effort to rebuild.

Today, the Tribe has 100 acres of land in trust and thriving economic enterprises that support hundreds of local jobs, government operations and programs, economic diversification, resilience and sustainability efforts, environmental protection, and a wide array of social services.

More information can be found at: <https://bluelakerancheria-nsn.gov>

Contact for Submittals and Questions

All submittals and questions regarding proposals should be directed to:

David Narum, Resilience Director
Blue Lake Rancheria
428 Chartin Road
Blue Lake, CA 95521

E: dnarum@bluelakerancheria-nsn.gov

Table 1. Important Dates

Action	Deadline
RFB Issued	November 23, 2022
Voluntary Site Walk	December 14, 2022
Mandatory Pre-Bid Conference	December 15, 2022
Bid RFI's Due	January 6, 2023
Responses to Bid RFI Issued	January 20, 2023
Bidder Submissions Due	February 10, 2023
Bidder Interviews	February 24, 2023
Selection of Bidder	Date and time TBD

Brief Project Description

Project Name: Toma Resilience Campus.

Project Type: New Construction.

Project Size: 15,000-ft² facility with site work, including parking lot.

The Blue Lake Rancheria was awarded a grant from the U.S. Economic Development Administration (EDA) to construct the “Toma Resilience Campus” (Toma). The grant will fund 100% of the construction of the Toma (EDA Investment No. 07-79-07480). The project is an exciting opportunity for a construction firm to build a high profile, regionally impactful rural economic development and resilience project.

The Toma facility will be constructed on the Blue Lake Rancheria trust lands, between the tribe’s solar array and Highway 299. This multi-use facility is designed as an entrepreneurial and workforce development center. The Toma will provide a lasting impact for the regional economy, and serve as a regional hub for future business development.

BLR is requesting competitive sealed bid proposals from licensed contractors (“Contractor”) for the construction of the Toma facility. The project consists of a new single-story, design-build, pre-engineered metal building to accommodate a multi-use facility of business incubator tenant offices, administration offices, maker space, conference center, café, kitchen, exterior gathering areas, and associated support spaces. Scope also includes associated site improvements including parking lots, roadways, and landscaping.

All elements of the design and construction process must meet Standard Terms and Conditions of the EDA. Particular attention will be paid to Contractors that provide bids for a rapidly constructed, cost-effective structure. The exterior design of the Toma reflects both modern and Native American architectural styles. Interior spaces are designed to be flexible in their use and include inclusive and universal design features. The open space surrounding the facility is integrated into a common theme that offers attractive areas for casual meetings, pedestrian and bike access, and light recreation. Construction of the Toma will be based upon the original design and specifications provided by the Architect, with the exception of the pre-engineered metal building, which is design-build by the General Contractor. Components of the TOMA project include but not limited to:

1. +/-15,000 SF, single-story pre-engineered metal buildings
2. +/- 31,000 SF asphalt parking lot and roadway
3. +/- 23,000 SF gravel parking lot and roadway
4. Associated site improvements, plaza, trash enclosure, and landscaping-

Project Schedule

The mandated project completion date from the EDA is April 30, 2024, with an anticipated one-year extension. Bidders are to submit a detailed construction schedule describing the anticipated sequential execution and duration of the work. The schedule will be finalized in consultation with the selected contractor to achieve the best results in a reasonable period of time. The selected Contractor will be responsible for maintaining and updating the construction schedule throughout the duration of the project.

Project Award

The General Contractor will work with BLR to ensure compliance with all Economic Development Administration (“EDA”) grant requirements.

Final As-Built Drawings

The Architect will assist the general construction contractor in recording and maintaining a set of “As-Built” drawings that will be finalized into a formal AutoCAD set and delivered electronically on completion of the project. An electronic copy of the construction specifications shall also be provided to BLR.

Bids must comply with Notice to Bidders and Instructions to Bidders in Bid Package. The Project Manual, Project Drawings, bid form and Bid Package can be obtained by contacting David Narum, Resilience Director, Blue Lake Rancheria, 428 Chartin Road, Blue Lake, CA 95521, E: dnarum@bluelakerancheria-nsn.gov.

Contractor Information and Qualifications

Company Information

- Name of Firm
- Address of Firm
- Telephone & Fax Numbers
- Primary Telephone and Correspondence contact information

Brief History of the Firm

- Size of Firm/Staff
- Years in Business
- Organization chart of Firm
- Distance from BLR

Team Background/Qualifications

- Construction Team
 - Principal in Charge
 - Director Design
 - Project Manager
- Resumes of Team Members
 - Name
 - Office Location
 - Phone Number

- Years of Service with Firm
 - Education
 - Professional Experience
 - Pertinent Experience
- Sub-contractors (as needed)
- Representative New Construction Projects – List a minimum of three (3) projects completed by your firm that best represents a similar scope, budget, program and complexity. For each project, please include:
 - Completion Date
 - Name and Location
 - Budget
 - Graphic Description
 - Photographs
 - Total Square Footage
 - Cost per Square Foot – Exclude Site Costs and Architectural Fees
 - Change Order Percentage
- Multi-purpose campus facilities:
 - Submit a list of all similar projects your firm has completed or currently has in progress and the status of each.
 - For your last five projects, provide the following: 1) Name of project 2) Client contact 3) Owner’s total initial budget 4) Total project cost 5) Number of change orders and total cost of change orders 6) Scheduled and actual completion dates.
 - List your three best projects and the project personnel, including General Contractors, for those projects.
- Construction Services
 - Provide information on your current workload and how you would accommodate this project.
 - Describe in detail the process you would follow and schedule you would implement to meet the expected construction and occupancy dates. Describe the methods you would use to maintain this schedule.
 - Describe your method for consensus building, including your role, the methodology employed, the outcome, and a contact person for a recent project where you employed this method. Describe the types of problems you have encountered on similar projects, and explain what you did to resolve the problems and what you would do differently to avoid such problems on future projects. Describe how your firm can add value to this project and the process and include examples of situations from comparable projects where the owner realized tangible value.
- Construction Costs
 - Describe cost control methods you use .
 - List the steps in your standard change order procedure.
 - Please list the cost per square foot for your new construction projects in the past five years. Please exclude all Site Costs and Professional Fees.
 - For projects completed in the last five years please list the Cost Estimate, Bid Amount, and Difference. Please list any changes in scope if appropriate and if this change in scope resulted in an increase in your fee.
- Legal Concerns

- Explain the circumstances and outcome of any litigation, arbitration, or claims filed against your company by a client or any of the same you have filed against a client.
- Explain the circumstances and outcome of any litigation, arbitration, or claims filed against your company by any client or any of the same you have filed.
- Explain your General Liability Insurance coverage.
- Explain your Professional Liability Insurance coverage.
- Construction Cost & Fees
 - Bidders to submit a detailed breakout of construction cost and associated fees using provided bid template, no exceptions. Contractor's pricing to be based on hard, quantifiable values per the scope of work described in the Drawings and Specifications.
 - Submit a schedule of hourly rates by employee classification, including terms and rates of overtime for additional work if requested.
- Licensure
 - Is the principal and all proposed subcontractors licensed to construct commercial facilities in California? Provide the CSLB license number for Contractor and each proposed subcontractor.
 - Has the Principal or any proposed subcontractors had their license suspended in California?
- Legal Proceedings
 - Identify any on-going legal proceeding or pending legal proceeding (arbitration, complaint, or court action) filed by an Owner or sub-contractor against your firm for any project in the past five years.
 - Project Approach. Describe your firm's management approach for these projects. Please include your approach and the benefit each step has for the owner. Describe any unique aspects your firm may employ in the execution of the project.
- References
 - Please provide a minimum of five references to contact (see Attachment B).
- Unique Qualifications – Please state why your firm should be selected by BLR.
 - Proposer's understanding of the problem.
 - Proposed approach to client relationships.
 - Staff positions for the project.
 - Timeline.
- Point of contact and phone number for questions.

Selection Criteria

Proposals will be reviewed for completeness and qualifications. Final selection of a firm for contract negotiations will be made on the basis of the following criteria, with a maximum of 100 rating points as shown in Table 3:

Table 3. Proposal Selection Criteria

Selection Criteria	Maximum Points
The General Contractor's scope of work, methodology, work plan, and budget.	30
The General Contractor's general experience, qualifications, and ability to perform timely execution of the project work as evidenced by previous, similar projects, particularly pre-engineering metal buildings.	30
The General Contractor's professional credentials, including the qualifications, expertise, and experience of individuals assigned to the project.	25
The General Contractor's understanding of and experience working with Native American tribes.	10
The General Contractor's direct experience with U.S. Department of Commerce, Economic Development Administration (EDA)-funded projects.	5

BLR actively encourages submission of proposals from disadvantaged business enterprises and companies owned by Native Americans, minorities, women, immigrants, and veterans. BLR does not discriminate on the basis of race, color, religion, creed, sex, sexual orientation, gender identity, age, ancestry, national origin, disability, or veteran status in consideration of this award. Equal Opportunity Employer.

RFIs, Q&A and Other Matters

All requests for information (RFIs) and questions shall be submitted in writing to David Narum via email to dnarum@bluelakerancheria-nsn.gov. Last day to email questions is January 6, 2023. Responses will be provided by January 20, 2023, at: 5 p.m.

All submittals shall remain firm for ninety (90) calendar days following the last day to receive Competitive Proposals. Any submittal received beyond the due date indicated in this Request for Competitive Proposals will not be considered.

The selected General Contractor will enter a negotiated Professional Services with BLR prior to the start of the project. In the PSA, the General Contractor will agree to provide all basic services for the definable scope of the project for a fixed fee.

An electronic copy of the competitive Proposal shall be emailed to David Narum at dnarum@bluelakerancheria-nsn.gov, or five hard copies of the proposal can delivered no later than the proposal due date to: Attn: David Narum, Blue Lake Rancheria, 428 Chartin Road, Blue Lake, CA 95525.

Terms and Conditions

The following terms and conditions apply to all proposals:

1. BLR reserves the right to reject any and all proposals submitted; to select one or more responding parties; to void this RFB and the review process and/or terminate negotiations at any time; to select separate responding parties for various components of the scope of services; and to select a final party/parties from among the proposals received in response to this RFB. Additionally, any and all RFB project elements, requirements and schedules are subject to change and modification. BLR also reserves the unqualified right to modify, suspend, or terminate at its sole discretion any and all aspects of this RFB process, to obtain further information from any and all responding parties, and to waive any defects as to form or content of the RFB or any responses by any party.
2. This RFB does not commit BLR to award a contract, defray any costs incurred in the preparation of a response to this RFB, or contract for any services. All submitted responses to this RFB become the property of BLR as public records. All proposals may be subject to public review, on request, unless exempted as discussed elsewhere in this RFB.
3. By accepting this RFB and/or submitting a proposal in response thereto, each responding party agrees for itself, its successors and assigns, to hold BLR and its agents, directors, General Contractors, attorneys, officers, and employees harmless from and against any and all claims and demands of whatever nature or type, which any such responding company, its representatives, agents, contractors, successors or assigns may have against any of them as a result of issuing this RFB, revising this RFB, conducting the selection process and subsequent negotiations, making a final recommendation, selecting a responding party/parties or negotiating or executing an agreement incorporating the commitments of the selected responding party.
4. By submitting responses, each responding party acknowledges having read this RFB in its entirety and agrees to all terms and conditions set out in this RFB.
5. Responses shall be open and valid for a period of ninety (90) days from the last day for submitting bids.

Insurance Requirements

See Bid Package, General Conditions, Section 5. Insurance Requirements.

In the event that the General Contractor is authorized to subcontract any portion of the work or services provided pursuant to this Agreement, the contract between the General Contractor and such subcontractor shall require the subcontractor to maintain the same policies of insurance that the General Contractor is required to maintain.

Proposal Organization and Format

Proposal should be submitted as a digital .pdf file. Proposers responding to this RFB must comply with the following format requirements:

Tab 1 - COVER LETTER, RFB SIGNATURE PAGES: Include cover letter, Attachment A - RFB Signature and Authority Affidavit Form, any addenda signature pages. The Signature and Authority Affidavit submitted in response to this RFB must be signed by the person in the Proposer's organization who is responsible for the decision as to the prices being offered or by a person who has been authorized in writing to act as agent for the person responsible for the decision on prices and services. Failure to provide this forms/information with your bid submittal may disqualify your proposal.

ATTACHMENT A

SIGNATURE AND AUTHORITY AFFIDAVIT FORM

PROPOSING COMPANY NAME: _____

FEIN (Federal Employer ID Number) OR Social Security # (if Sole Proprietorship)

Address: _____

City _____ State _____ Zip + 4 _____

Number of years in Business _____

Name the person to contact for questions concerning this proposal.

Name _____ Title _____

Phone () _____ Toll Free Phone () _____

Fax () _____ Email Address _____

In signing this proposal, we also certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a proposal; that this proposal has been independently arrived at without collusion with any other proposer, competitor or potential competitor; that this proposal has not been knowingly disclosed prior to the opening to any other proposer or competitor.

The undersigned, having familiarized themselves with the conditions affecting the cost of the work, having read completely the requirements, hereby proposes to perform everything required and to provide and furnish labor, materials, equipment, tools and all other services and supplies necessary to produce in a complete and workmanlike manner all of the materials or products described in the project relating to this proposal.

I further certify that I have carefully examined the proposal documents and all terms herein, and site where the work is to be done and have no agreements to prevent the completion of said work.

Signature/Title

Name (type or print)/Date

ATTACHMENT B

REFERENCES

Proposer: _____

Provide company name, address, contact person, telephone number, and appropriate information on the product(s) and/or service(s) provided to customers similar to those requested in this solicitation document. Potential subcontractors cannot be references. Any subcontractor arrangement for the completion of this work shall be listed on a separate page.

Company Name:

Address (include Zip + 4)

Contact Person: _____ Phone No. _____

E-Mail Address:

Product(s) Used and/or Service(s) Provided:

Company Name: _____

Address (include Zip + 4)

Contact Person: _____ Phone No. _____

E-Mail Address: _____

Product(s) Used and/or Service(s) Provided:

Company Name:

Address (include Zip + 4)

Contact Person: _____ Phone No. _____

E-Mail Address:

Product(s) Used and/or Service(s) Provided:

Company Name: _____

Address (include Zip + 4)

Contact Person: _____ Phone No. _____

E-Mail Address: _____

Product(s) Used and/or Service(s) Provided:

Company Name:

Address (include Zip + 4)

Contact Person: _____ **Phone No.** _____

E-Mail Address:

Product(s) Used and/or Service(s) Provided:
