



HOUSING DEPARTMENT
2055 Agency Road
Fallon, Nevada 89406
(775) 423-3321

REQUEST FOR BIDS

For 6 Woodstove & 6 Pellet Stove Installations

The Fallon Paiute-Shoshone Tribe's Housing Department is requesting proposals from licensed Contractors to enter into a Design-Build contract with the Tribe to install woodstoves or pellet stoves in homes managed by the Fallon Housing Department. The Housing Department plans on installing in 12 homes. Proposals will be accepted until **Thursday May 5, 2016 at 4:30 p.m.** Proposals may be mailed to the below address or e-mailed to housingdirector@fpst.org.

Scope of Work of Contractor:

Design Phase:

1. The Contractor will design-build with the Housing Department the complete installations for each home. There are different types of floor plans and conditions which provide for variations in the installations. Contractor will provide recommendations for the best retrofits.
2. Contractor will work with the Housing Department to determine the most cost effective, safe, and efficient products to purchase and the best means of the installations.
3. The Contractor will work with the Housing Department to design the hearths and develop cost estimates.

Installation Phase:

4. Contractor will provide the labor and tools to complete the installations according to the manufacturer's specifications and the plan developed in the design phase.

The contractor will:

1. Purchase the stoves, chimneys, hearth materials, and other needed materials & supplies to complete the projects. The wood burning stoves must be a Heatilator Model: ECO-ADV-WS18 or equivalent. The pellet burning stove must be Heatilator Model: PS-50 or equivalent with a thermostat control.

Qualifications: Firms or individuals shall have at least the following qualifications:

1. Be a Licensed Contractor
2. Have verifiable experience in the installation of woodstoves and pellet stoves.
3. Have the tools and equipment needed to complete the work.

Submission Requirements: Submit the following information to the Housing Department in response to this Request for Proposals:

1. Statement of qualifications to perform the Scope of Work.
2. Statement of Experience which includes past projects completed.

3. Statement of methodology for completion of described tasks.
4. Cost: Provide an estimated cost breakdown for 1) the design phase and 2) the installation phase. Indicate a fee for completing the scope of work for the design phase services. The cost required to provide the labor for the installations shall be negotiated based upon the variations of each home.
5. List of five (5) job related references with their contact information. Please include e-mail addresses. And list references of whom can provide information relevant to wood/pellet stove installations.
6. Resume of responsible individuals to be assigned to complete any tasks described in the Scope of Work.
7. Statement of Tribal/Indian Preference qualifications: Indian preference will be given in making this award. Any firm seeking such preference must provide evidence that it is not less than 51% Indian owned and controlled. If applicable, in accordance with the Fallon Paiute Shoshone Tribe Financial Management Policy Manual a Certification of Tribal/Indian Preference Firm Application must be completed and approved by authorized officials.

Successful Contractor will be required to comply with the Tribe's TERO and TAX Codes and obtain a FPST Business License.

Evaluation Criteria:

FPST will determine the most responsive proposal based on the accumulation of the highest number of points from the following criteria:

1. Was a cover letter submitted with the proposal? 5 points.
2. Qualifications. Was a resume submitted for each individual who will be providing services? 5 points.
3. Experience in performing this type of work. 10+ years = 25 points; 5+ years = 15 points; Less than 5 years = 5 points.
4. Did the respondent provide a list of five (5) job related references? Yes = 10 points
5. Points for relevant costs will be based upon a ranking of the proposals received. Lowest cost = 10 points; Second lowest cost = 7 points; Third lowest cost = 5 points.
6. Did the respondent submit documentation supporting eligibility for Tribal Preference? 10 points.
7. Did the respondent submit documentation supporting eligibility for Indian Preference? 5 points.

Requests for information and responses shall be addressed to Curtis Bateman, Fallon Paiute-Shoshone Housing Department, 2055 Agency Road, Fallon, NV 89406. Phone: 775-423-3321 or housingdevelopment@fpst.org