



FALLON PAIUTE SHOSHONE TRIBE

Request for Proposals for Architectural Services for a 22-Unit Low-Income Housing Tax Credit Project

The Fallon Paiute Shoshone Tribe is requesting proposals from qualified individuals and firms for professional services for a proposed housing development to be located on tribal land in the Fallon Paiute Shoshone Colony located in Fallon, Nevada. The project will include the new construction of 22 multifamily units, a community building, and a playground.

Scope of Work:

The applicant shall provide the following services:

- Full architectural services to include schematic design, design development and full construction documents and specifications
- Structural and MEP engineering
- Assistance with bidding and involvement during construction to respond to contractors inquires
- Assistance in preparing construction budgets based on preliminary and completed designs
- Certification on documents required by the LIHTC program for the architect of record
- Construction monitoring – inspect the construction work-in-place once per month and provide a thorough written report that provides owner with documentation for deficiencies in construction work, schedule issues or other problems that could impede the successful completion of the project in a timely manner
- Note: Civil Engineer for site, utility and/or infrastructure design to be hired by Owner. Architect must provide building footprints(s) to Civil Engineer and may need to interface with site planning and site layout to ensure proper coordination of vertical construction and site work.

*Please note: This project is utilizing Low Income Housing Tax Credits and the architect of record will need to provide services that satisfy all LIHTC program requirements. By responding to this RFP, applicant certifies that they understand the LIHTC requirements and are committed to providing appropriate services.

Please note: This project is utilizing Low Income Housing Tax Credits under 26 U.S.C. § 42 and the selected architectural firm must provide services that comply with all LIHTC program requirements under 26 U.S.C. § 42

Proposals to assist with these services must be submitted to the Fallon Paiute Shoshone Tribe by June 23, 2023 @ 4:00 pm

Submit Proposals to: Sharon Pacheco, Acting Housing Director
Fallon Paiute Shoshone Tribal Housing Department
2055 Agency Road
Fallon, NV 89406

Proposals received after the deadline will not be accepted. Please contact Sharon Pacheco at adminassistant@fpst.org with any questions you may have regarding this Request for Proposals or any of the requirements outlined in the scope of work to be completed.

Proposal Requirements

1. Cover letter
2. Resumes and/or Bios: Please include resumes and/or bios of key principals and individuals who will be overseeing or involved with this project
3. Description of Experience related to design services:
 - a) Please describe your firms general architectural services experience, including number of years the firm has been in operation
 - b) Please describe the specific experience of the firm in providing services for single and multi-family residential projects, including LIHTC and NAHASDA projects for Tribally Designated Housing Entities (TDHE's) Please describe your firm's specific experience in providing design services for LIHTC developments in the State of Nevada or other states. Please include any pertinent discussion of experience working with the Nevada Housing Division.
 - c) Description of experience in Indian Country: Please describe any relevant experience of the firm, involved principals and any assigned staff in design and specification writing services for projects located on Native American land
4. Associations: Please provide a description of any associations with other firms or any form of subcontracting that is planned for the project.
5. Certification and Licenses: Please include a copy of any pertinent licenses or certifications that are required to perform LIHTC architectural services in compliance with the State of Nevada and Fallon Paiute Shoshone Tribe
6. Reference: Please include a minimum of three references that can be contacted by the Owner.
7. Disclosure of Claims: Please disclose any claims, lawsuits, or formal disputes for work or services previously or currently being performed. For past or current lawsuits, please provide at a minimum the case name, case number, and jurisdiction for which the jurisdiction is/was litigated.
8. Methodology: Please provide explanation of methodology for all services
9. Cost proposal: Please detail all costs required to assist with these services and required timelines for payments.
10. Indian Preference (Optional): Selection may be restricted to qualified Indians, Indian Organization or Indian-Owned economic enterprises if the Tribe receives the required minimum number of statements of intent. The Tribe shall solicit bids from non-Indians as well as Indian, Indian Organizations or Indian-Owned economic enterprises if the Tribe decides not to restrict the solicitation: or, an insufficient number of qualified Indians,

Indian Organization or Indian-Owned economic enterprises submit responsive proposals in response to a solicitation: or, a single proposal is not accepted.

Tribal Taxes:

As part of doing a project on Tribal Trust Lands, Contractors will comply with the Tribe's Tax laws. The Fallon Paiute-Shoshone Tribe has a Tribal Tax Code which requires the Tribe to collect taxes on all materials used on a given project.

For further information or explanation, Bidders may contact the Tax Administrator. The Fallon Paiute Shoshone Tribe's Tax Administrator is:

Melanie McFalls, Tax & TERO Administrator
565 Rio Vista Drive, Fallon, NV.
775-423-6075, ext. 1017
taxdirector@fpst.org

TRIBAL EMPLOYMENT RIGHTS ORDINANCE (TERO)

The successful bidder shall comply with the Fallon Paiute Shoshone Tribe's TERO, which provides in pertinent part:

- (a) Fallon Paiute Shoshone Tribal Employment Rights Ordinance in contracting will apply. All entities awarding contracts or subcontracts for supplies, services, labor, and materials in an amount of \$5,000 or more where the majority of the work on the contract or subcontract will occur within the exterior boundaries of the Fallon Paiute Shoshone Reservation shall give:
 - (1) First preference to qualified entities that are 51% or more owned and controlled by Tribal Members.
 - (2) Preference in contracting and subcontracting to qualified entities that are certified by the TERO Commission as 51% or more Indian owned and controlled, with a first preference to qualified entities that are 50% or more owned and controlled by local Indians.
- (b) These requirements shall apply to the award of contracts awarded directly by the Fallon Paiute-Shoshone Tribal Council. They shall also apply to any contracts awarded by any commercial enterprises of the Fallon Paiute-Shoshone Tribe, even if said contracts must be submitted to the Fallon Paiute-Shoshone Tribal Council for approval. Tribal Programs or divisions other than commercial enterprises shall be required to comply with these requirements when submitting a contract to the Fallon Paiute-Shoshone Tribal Council for approval, to indicate the steps taken to award the contract to a tribal member contractor. These requirements shall apply to all subcontracts awarded by a Tribal, federal, state, direct contractor or grantee, whether or not the prime contract was subject to those requirements. All covered entities shall comply with the rules, regulations, guidelines and orders of the Commission which sets for the specific obligations of such entities in regard to Indian Preference in contracting and subcontracting.
- (c) In addition to the requirements of the section entitled "Indian Preference in Contracting" the Contractor shall comply with the Tribal Ordinance concerning Tribal employment and

training for work performed under this contract within the boundaries of the Fallon Paiute-Shoshone Indian Reservation. Preference will be given to qualified Indian applicants in accordance with the provisions of Section 703(i) of Title VII of the Civil Rights Acts of 1964 and the TERO Ordinance. The Fallon Paiute-Shoshone Tribe is an Equal Opportunity Employer.

TRIBAL EMPLOYMENT RIGHTS ORDINANCE (TERO) FEE

- (a) In accordance with Section 12 of the TERO Ordinance every covered employer with a construction contract in the sum of \$10,000 or more shall pay a one-time fee of 2.5% of the total amount of the contract. Such fee shall be paid by the employer prior to commencing work on the Fallon Paiute-Shoshone Reservation. However, where good cause is shown, the TERO Director may authorize a construction contractor to pay said fee in installments over the course of the contract; Or,
- (b) Every covered employer other than construction contractors with ten (10) or more employees working on the Fallon Paiute Shoshone Reservation.
- (c) To obtain copies of the TERO Ordinance or other information, contact:

Fallon Paiute-Shoshone Tribe TERO Department
 Melanie McFalls, Tax & TERO Administrator
 565 Rio Vista Drive
 Fallon, Nevada 89406
 Tel: (775) 423-6075, ext. 1017
 taxdirector@fpst.org

Project Award

The rating factors and values to be used in award of this contract are as follow and out of a possible 100 points:

CRITERIA

Relevant Experience:	POINTS
Demonstrated experience with Architectural Services for projects of similar size/scale	30
Demonstrated experience with Architectural Services for Tribal projects of similar size/scale	30
Demonstrated experience working with Fallon Paiute Shoshone Tribe	15
Indian Preference	10
Qualification	15