

Housing Authority of the Cherokee Nation

Request for Bids

***Materials & Labor for Dirt Work, Topsoil & Sod of 7 Units
Subcontract
2013-001-077 - Rebid***

***Located In
Scattered sites in Adair & Cherokee Counties***

July 18, 2013

BIDS MUST BE RECEIVED NO LATER THAN TUESDAY, JULY 30, 2013 AT 10:00 A.M.

REQUEST FOR BIDS

The Housing Authority of the Cherokee Nation will be accepting bids for the completion of Labor and Materials Sub-Contracting work for the installation of Dirt work, Topsoil & Sod of (7) Seven Scattered sites located in Adair & Cherokee Counties. Work will be completed according to the Scope of Work and site visits should be made to ensure bidder clearly understands the scope of work.

Submit bids on Bid Form (provided). All Bid Forms must be signed and dated by contractor. **Contractor must self-perform any and all labor required, no subcontracting of labor will be allowed.** Bids will be awarded according to the lowest most responsive, responsible bids, according to the Cherokee Nation Policy and Procedure and the Housing Authority of the Cherokee Nation Policy and Procedure. The successful bidder will be issued a purchase order incorporating the bid response.

Payments will be paid upon the completion and acceptance of all work approved.

Contractor shall bid to furnish all permits, materials, labor, equipment, tools, and insurance needed to perform the work required. Time schedules will be negotiated prior to contract award, however, all potential bidders should be aware that the completion date for this project phase is expected to be no longer than 10 days from date of award.

Contracts must be executed within (10) ten days of award or the bid will become null and void, and the next lowest most responsive bid will be considered.

Specifications together with all necessary form documents are available to all qualified contractors, may be picked up or requested at the Housing Authority of the Cherokee Nation Offices located at 4986 South Muskogee Avenue, Tahlequah, Oklahoma, on online at www.cherokeebids.org.

Bids may be hand delivered to the Housing Authority of the Cherokee Nation- Development Office, 4986 South Muskogee Avenue, Tahlequah, Oklahoma 74464, or faxed to (918)458-5176 Attn: Delana Kimble.

ALL BIDS MUST BE RECEIVED NO LATER THAN TUESDAY, JULY 30, 2013 AT 10:00 AM *Late bids or incomplete bids will not be accepted or considered.*

Questions concerning this bid should be directed to Jimmy Hullinger, Director of Housing Development, Cell Phone, 918-316-1264 or by fax at (918) 458-5176, or by e-mail at: jimmy.hullinger@hacn.org.

To schedule a site visit, please contact Jimmy Hullinger, Director of Housing Development at 918-316-1264 (Cell phone) Or Gene Mabray, Construction Manager at 918-525-2661 (Cell Phone) (RECOMMENDED)

BID ACCEPTANCE: Bids will be accepted from Indian and Non-Indian contractors. HACN reserves the right to reject any and all bids. HACN reserves the right to determine if a bid meets stated requirements, and to award a purchase order for the bid that is in the best interest of the HACN including but not limited to the total cost and capability of the bidder. Bidders are responsible for any and all costs associated with the preparation and submission of bids. To be considered bids must be received by the specified date and time; any bid received after the stipulated date and time will be returned unopened. No bidder may withdraw their bid within 30 days after proposal due date.

TERO CERTIFICATION: Housing Authority of the Cherokee Nation Indian preference will be given only to the contractors who are currently certified through the Tribal Employment Rights Office (TERO) at Cherokee Nation, P.O. Box 948, Tahlequah, Oklahoma 74465 (918) 456-0671. The HACN has determined this contract is subject to Section 7 (b) of the Indian Self-Determination and Education Assistance Act, which require in part that to the greatest extent feasible; preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian Owned Economic Enterprises. The TERO fee of ½ of 1% of contract award will be paid by the HACN. However, any contractor must complete TERO Labor Agreement and pay all applicable fees, including \$25 per non-Indian employee per day working on this project. Please refer to Legislative Act 30-12; contact TERO office at 918-453-5000 for further questions. The bidder will be required to submit to the HACN a Core Crew list for the project, prior to any contract award.

Contracts shall not be awarded to debarred, suspended, or ineligible contractors, under executive order 12549 (Debarment and Suspension). Contractors may be suspended, debarred, or determined ineligible by HUD in accordance with HUD regulations (24 CFR Part 24) or by other Federal agencies (e.g., Department of Labor, for violations of Secretary of Labor Regulations) when necessary to protect the Housing Authority of the Cherokee Nation in its business dealings. The Housing Authority of the Cherokee Nation may suspend or debar a contractor under state, local or tribal laws, as applicable.

The responding party shall provide immediate written notice to the Housing Authority of the Cherokee Nation if, at any time prior to contract award, the person learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

Any bid received after the time stated above will not be considered for award. Housing Authority of the Cherokee Nation reserves the right to waive any informality or to reject any and all bids. Award of contract will be to the lowest most responsible responsive bidder and will be subject to availability of funds. Indian Preference will be given to Contractors certified as an Indian-Owned firm by the Cherokee Nation Tribal Employment Rights Office (T.E.R.O.). Proof of certification must accompany all bids.

All warranties will be presented to the Housing Authority of the Cherokee Nation Housing Inspector at the time of final payment. Contractor shall provide a one (1) year warranty for any and all work performed.

PLEASE ATTACH A COPY OF YOUR CURRENT TERO CERTIFICATE TO YOUR BID.

BID FORM

Page 1 of Bid Form

DATE: _____

BID #: 2013-001-077 - Rebid

DESCRIPTION: Installation of Dirt work, Topsoil & Sod of (7) Seven Scattered sites located in Adair & Cherokee Counties.

HOUSING AUTHORITY OF THE CHEROKEE NATION

The undersigned hereby proposes and agrees, if this bid be accepted, to furnish all permits, labor, equipment, tools, and insurance and to perform the work required thereof within the time specified after receipt of "NOTICE TO PROCEED" or "PURCHASE ORDER",

Site 1 – Crittenden Unit – Adair County – 4 Bedroom	\$ _____
Site 2 – Sawney Unit – Adair County- 4 Bedroom	\$ _____
Site 3 – Morton Unit – Adair County – 4 Bedroom	\$ _____
Site 4 – Rider Unit – Cherokee County- 3 Bedroom	\$ _____
Site 5 – Wagon Unit – Cherokee County- 4 Bedroom	\$ _____
Site 6 – Wright Unit – Cherokee County – 4 Bedroom	\$ _____
Site 7 – Custer Unit – Cherokee County – 4 Bedroom	\$ _____
Total Bid -	\$ _____

_____ DOLLARS (\$ _____)

For the complete project in strict compliance with the Request for Bid, Scope of Work and specifications.

The Bidder has examined copies of all the Bidding Documents and understands that payment is to be made upon completion and acceptance of the contract work.

DATE: _____

BIDDER: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE NUMBER: _____

FAX: _____

BY: _____

(SIGNATURE OF PERSON AUTHORIZED TO SIGN BID)

TITLE: _____

INSURANCE

A. All contractors must be able to be insured. Before a contract or purchase order, that includes labor, will be signed a certificate of liability insurance, automobile insurance and worker's compensation insurance must be provided to the Housing Authority of the Cherokee Nation. A contractor shall purchase and maintain for the duration of the contract, insurance with the following requirements or better:

1. Oklahoma Statute requires worker's compensation coverage for anyone with one or more employees.

Limits of Liability:

Bodily injury by accident - \$100,000 each accident

Bodily injury by disease - \$500,000 policy limit

Bodily injury by disease - \$100,000 each employee

2. Comprehensive general liability with the Housing Authority named therein as an Additional insured. Limits of general liability shall be no less than \$100,000.00.

3. Comprehensive Automobile Liability Insurance including owned and non-owned vehicle coverage with the Housing Authority of the Cherokee Nation named therein as an Additional insured. Automobile liability limits shall be no less than \$300,000.00, for bodily injury and property damage combined.

B. All policies of insurance required herein shall contain a clause to the effect that the policy shall not, at any time, be canceled or reduced, restricted or limited without ten (10) days prior written notice of such change to the Housing Authority.

C. Contractors must provide certificates of workmen's compensation, general liability and automobile insurance for all contracts involving labor and material. Worker's compensation insurance must be provided for all labor, and labor and material contracts.

SCOPE OF WORK

Sub-contract for Installation of Dirt work, Topsoil & Sod of (7) Seven scattered sites **LOCATED in Adair & Cherokee Counties. – Driving directions to each site attached.**

One sub-contract award (Purchase Order) will be issued for the item bid below. All contracts must be self-performed, **cannot be sub-contacted out to another contractor.** Any comments, questions, or concerns with a bid item, should be addressed in writing to Jim Hullinger

DIRT WORK, TOPSOIL & SOD

Dirt work to Install Topsoil as needed. Install Bermuda sod for a minimum distance of 15' from home on all sides.

(Bid shall include all permits, materials, tools, equipment, and labor)

Floor plans of home attached to assist you in determining the dimensions. (3& 4 Bedroom homes are the same dimensions.)

(End of Scope of Work)

SITE DIRECTIONS:

Individual Site Directions, Bedroom Sizes and Counties Attached

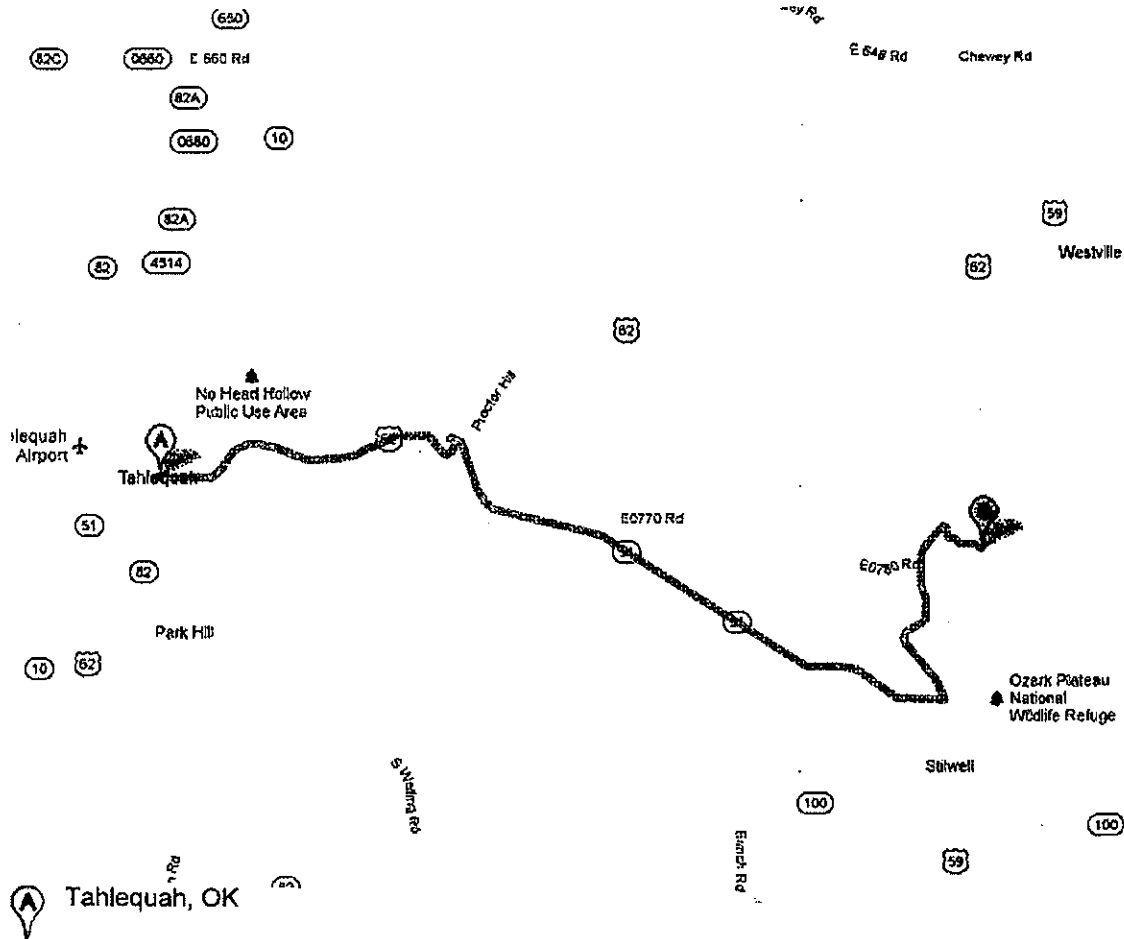
Scattered Sites Located in Adair & Cherokee County

Tahlequah, OK to D0774 Rd - Google Maps

Crittenden - 4 Bedroom
~~Adair County~~
 Adair County

Google

Directions to D0774 Rd
 28.8 mi -- about 39 mins



1. Head north on N Muskogee Ave toward E Downing St

go 62 ft
 total 62 ft



2. Take the 1st right onto E Downing St
 About 3 mins

go 1.3 mi
 total 1.3 mi



3. Continue onto OK-10 N/OK-51 E
 Continue to follow OK-51 E
 About 24 mins

go 21.3 mi
 total 22.6 mi



4. Turn left toward US-59 N
 About 54 secs

go 249 ft
 total 22.6 mi



5. Take the 1st left onto US-59 N
 About 6 mins

go 4.9 mi
 total 27.6 mi



6. Turn right toward N4710 Rd

go 463 ft
 total 27.7 mi



7. Turn right onto N4710 Rd
 About 2 mins

go 0.6 mi
 total 28.2 mi



8. Turn left onto D0774 Rd
 Destination will be on the right
 About 2 mins

go 0.6 mi
 total 28.8 mi



D0774 Rd

4 Bedroom - Adair Co.
Sawney - Unit

Housing Development Project

~~10000. 74002~~

(Adair County) - Sawney

Site Directions:

From Stilwell take Hwy 100 East toward Evansville, Arkansas.

At junction of Hwy 59 in Arkansas, go right. Take first right
(Stilwell Road. Go 4 miles to top of Workman Mountain. House
is on left.

86214 S. 478 Rd.

Stilwell, OK 74960

Housing Development Project

Project # 12-001

(Eldon Site) - Morton

4 Bedroom
Adair County
Morton Unit

SITE DIRECTIONS:

**Highway 51 East, towards Stilwell, home located on North
side of Highway on the Adair County side of the
Cherokee / Adair county line.**

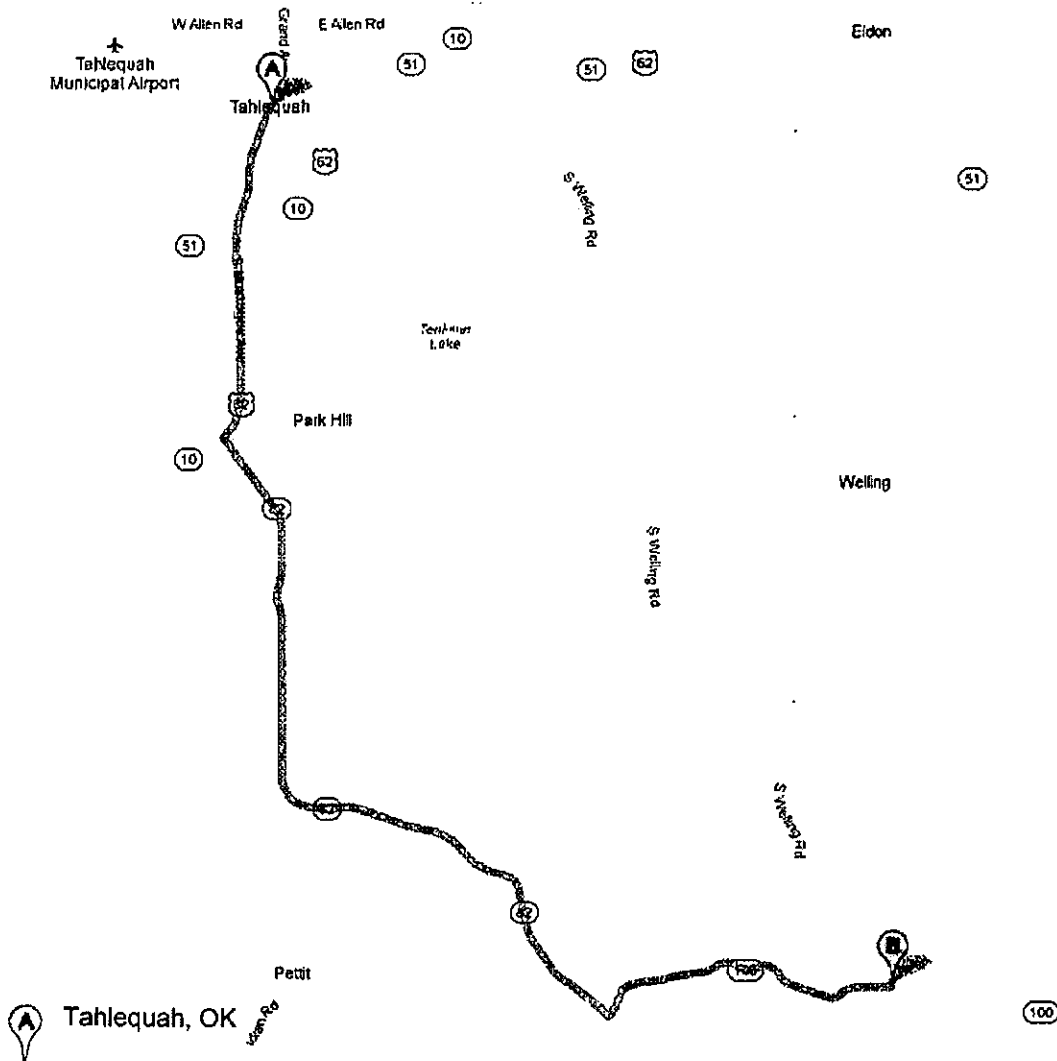
GPS Coordinates: 35.90018 / 94.80565

**Located In
Adair
County**

Rider Unit
3 Bedroom
Cherokee County



Directions to 26383 E 863 Rd, Welling, OK 74471
17.6 mi – about 28 mins



Tahlequah, OK

1. Head south on N Muskogee Ave toward W Shawnee St

About 6 mins

go 3.1 mi

total 3.1 mi



2. Continue onto OK-10 S

About 1 min

go 0.9 mi

total 4.1 mi



3. Turn left onto OK-82 S

About 14 mins

go 9.6 mi

total 13.7 mi



4. Turn left onto OK-100 E

About 6 mins

go 3.9 mi

total 17.5 mi



5. Turn left onto E 863 Rd

Destination will be on the left

About 58 secs

go 364 ft

total 17.6 mi

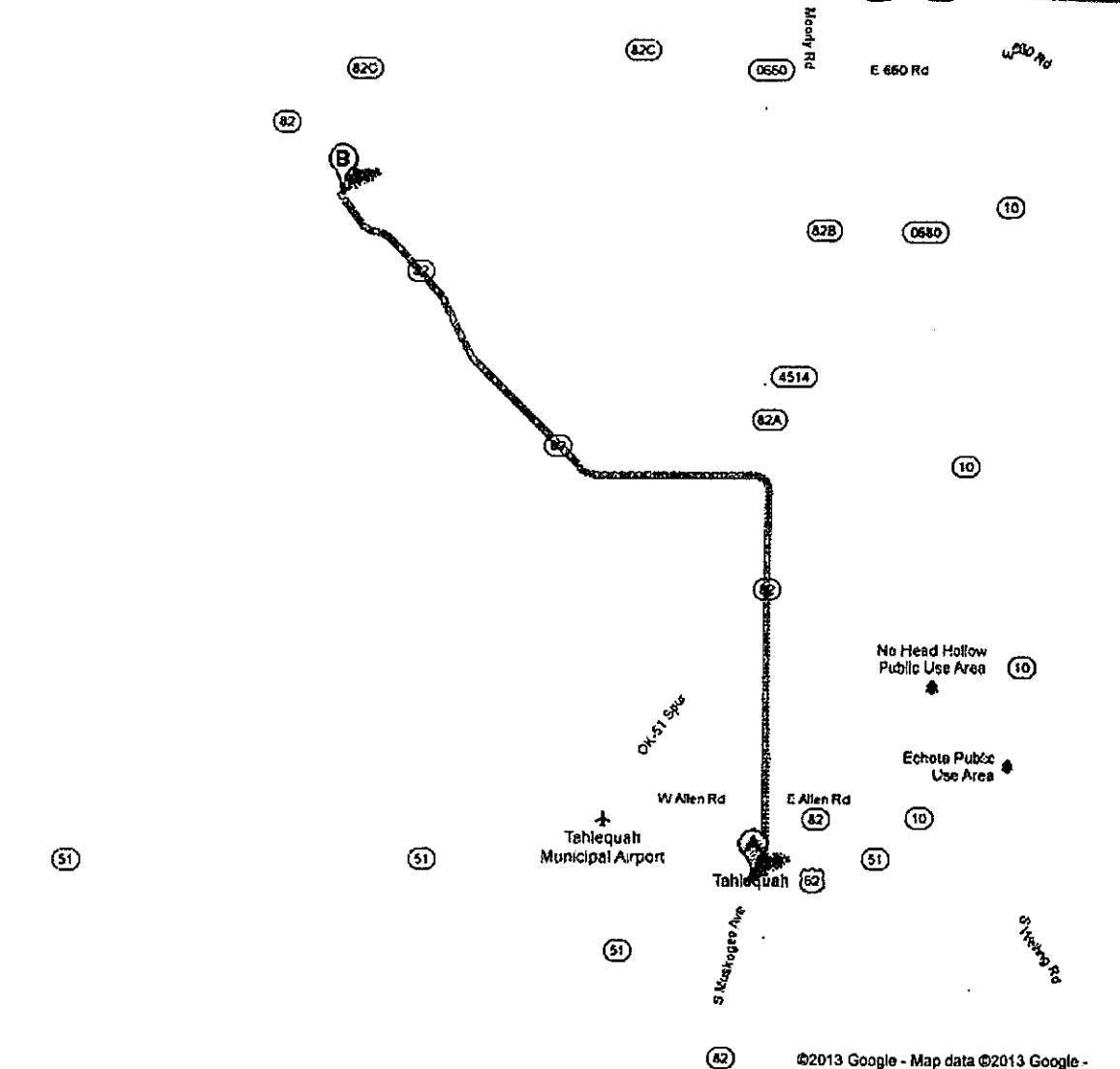
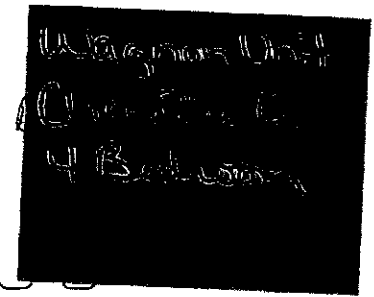


26383 E 863 Rd, Welling, OK 74471

Tahlequah, OK to 9534 Oklahoma 82, Hulbert, OK 74441 - Google Maps

Google

Directions to 9534 Oklahoma 82, Hulbert, OK
74441
12.0 mi – about 16 mins



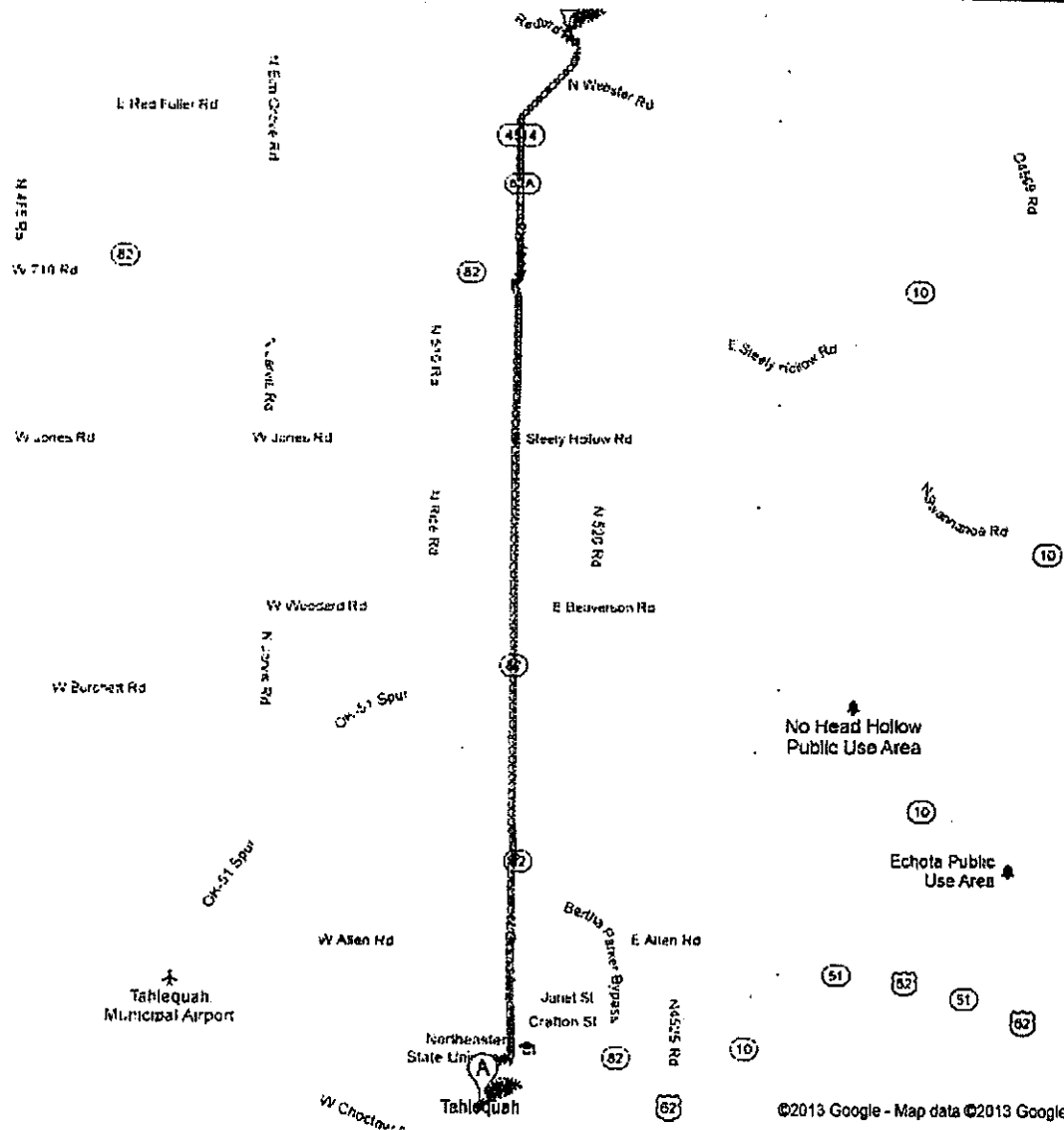
A Tahlequah, OK

1. Head north on N Muskogee Ave toward E Downing St
About 1 min
go 0.2 mi
total 0.2 mi
2. Continue onto Valley Ave
go 0.1 mi
total 0.3 mi
3. Continue onto N Grand Ave
About 3 mins
go 1.3 mi
total 1.6 mi
- 82** 4. Turn left onto OK-82 N
Destination will be on the right
About 12 mins
go 10.4 mi
total 12.0 mi

B 9534 Oklahoma 82, Hulbert, OK 74441

Wright Trust
Charles C.
of Philadelphia

Directions to 11480 N 510 Rd, Tahlequah, OK 74464
5.7 mi – about 14 mins

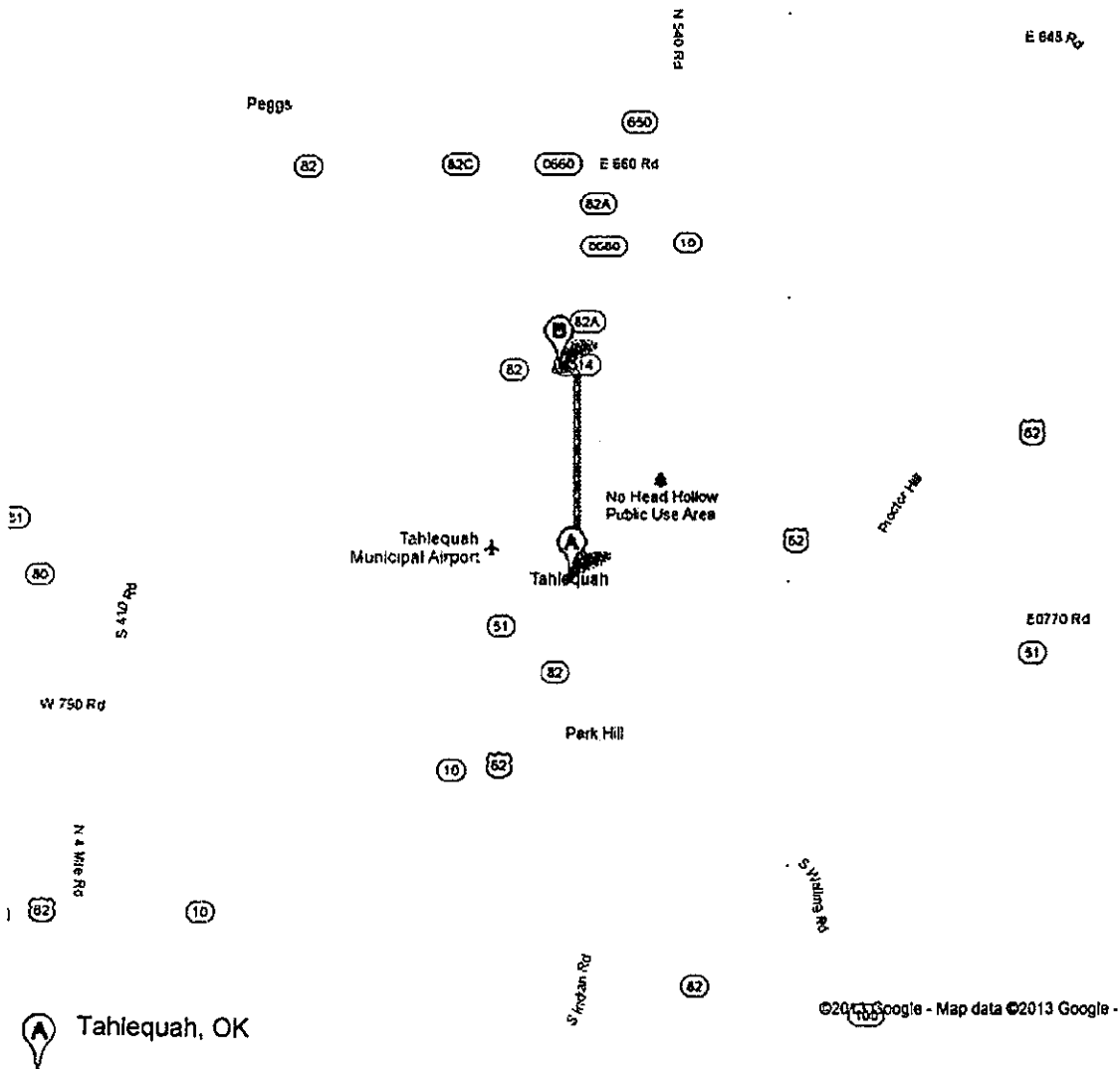
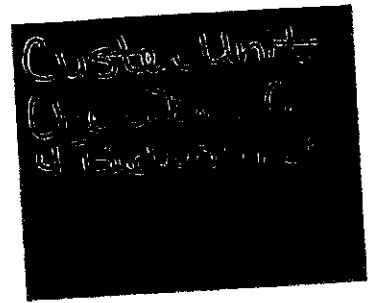


- 82 4. Turn left onto OK-82 N
About 5 mins
- 4514 5. Turn right onto N 4514 Rd/OK-82A/Moody Rd
About 4 mins
- 6. Turn left onto N 510 Rd/Redbird Rd
Destination will be on the right
- B 11480 N 510 Rd, Tahlequah, OK 74464

Tahlequah, OK to 152 Gourd Ln, Tahlequah, OK 74464 - Google Maps



Directions to 152 Gourd Ln, Tahlequah, OK
74464
5.6 mi – about 10 mins



Tahlequah, OK

1. Head north on **N Muskogee Ave** toward E Downing St
About 1 min
go 0.2 mi
total 0.2 mi
 2. Continue onto **Valley Ave**
go 0.1 mi
total 0.3 mi
 3. Continue onto **N Grand Ave**
About 3 mins
go 1.3 mi
total 1.6 mi
 4. Turn left onto **OK-82 N**
About 5 mins
go 4.0 mi
total 5.6 mi
 5. Turn right onto **Gourd Ln**
Destination will be on the right
go 430 ft
total 5.6 mi
- B** 152 Gourd Ln, Tahlequah, OK 74464

Three Bedroom Housing Unit Housing Authority of the Cherokee Nation Tahlequah, Oklahoma



LAND SURVEYORS & ENGINEERS
SCOTT & ASSOCIATES, INC.
Land Surveyors & Engineers
Ca. 380-11 (PMS, FE) Exp. 6/30/11
3911-B Calhoun Street
Tahlequah, OK 74465
Tel: (918) 352-1400
ScottSurvey@aigp.com



ARCHITECTS + ENGINEERS

NEWCOMB Associates
ARCHITECTS + ENGINEERS
150 SOUTH THREE MILE ROAD, FORT GIBSON, OKLAHOMA, 74434 (918) 785-8800

CONSTRUCTION AREAS		
HEATED/COOLED AREA	=	1004 SF
PORCH	=	60 SF
GARAGE	=	323 SF

INDEX OF DRAWINGS:		
SHEET A10	FLOOR PLAN	
SHEET A20	ELEVATIONS	
SHEET E10	ELECTRICAL PLAN	

SET NUMBER	PROJECT NO. 033112
	DATE: MARCH 31, 2012



NEWCOMB ASSOCIATES
ARCHITECTURE + ENGINEERING
193 South Third and Road
Fort Collins, Colorado 80501
P: 970.225.1234
F: 970.225.1235
www.newcombassociates.com

THE ARCHITECT HAS PREPARED THESE PLANS FOR THE PROJECT AND HAS NOT CONDUCTED A VISUAL VERIFICATION OF THE PROJECT OR SITE. THE ARCHITECT HAS NOT CONDUCTED A VISUAL VERIFICATION OF THE PROJECT OR SITE. THE ARCHITECT HAS NOT CONDUCTED A VISUAL VERIFICATION OF THE PROJECT OR SITE.



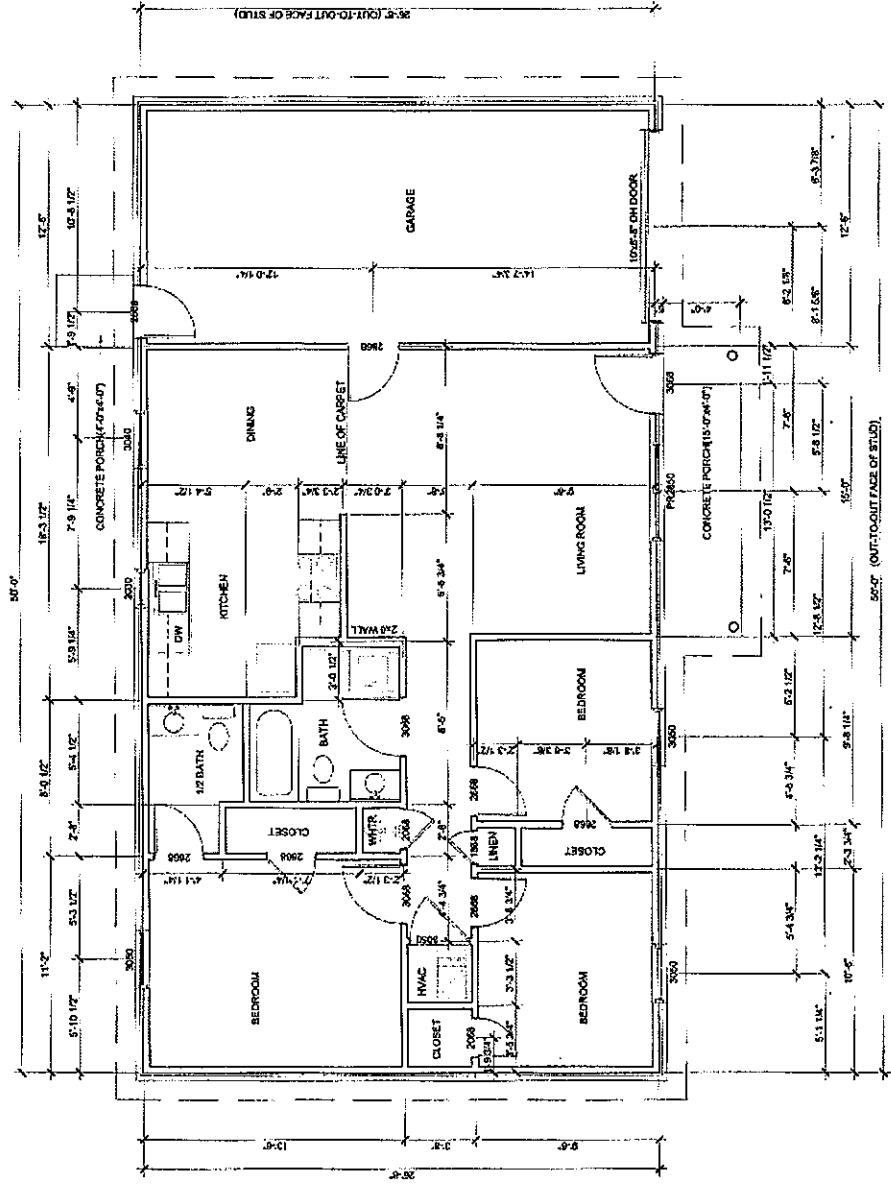
Professional Engineer Seal

Project Identification
Housing Authority of the
Cherokee Nation
Tahlequah, Oklahoma
License 01-033112

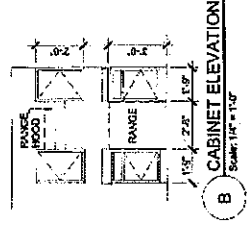
Sheet Info
Project No. 2019-001, Cherokee
Project Name: Cherokee Nation
Project Location: Tahlequah, OK, US
Project Architect: Newcomb Associates

Sheet Title
3 Bedroom Floor Plan
Cabinet Elevation
HVAC Closet Framing Elevation
NON-ACCESSIBLE UNIT

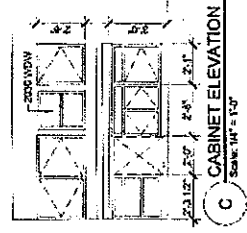
Sheet Number
A1.0



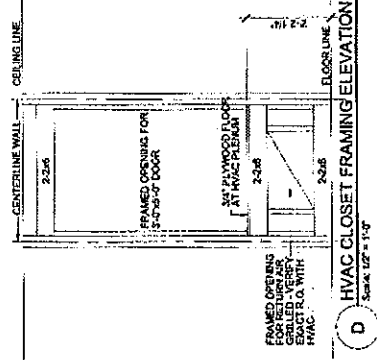
A 3 Bedroom Floor Plan
Scale: 1/4" = 1'-0"



B CABINET ELEVATION
Scale: 1/4" = 1'-0"



C CABINET ELEVATION
Scale: 1/4" = 1'-0"



D HVAC CLOSET FRAMING ELEVATION
Scale: 1/2" = 1'-0"



ARCHITECTURE & ENGINEERING
NEWCOMB ASSOCIATES, INC.

ARCHITECTS & ENGINEERS, INC.
905 SOUTH FIVE FIVE ROAD
SUITE 200
OKLAHOMA CITY, OKLAHOMA 73106
P 405.443.9925
F 405.443.9926
WWW.NCARCH.COM

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OFFICIAL SEAL OF THE
STATE OF OKLAHOMA

Project Identification

Housing Authority of the
Cherokee Nation
Tahlequah, Oklahoma

License 01-033112

Sheet Info

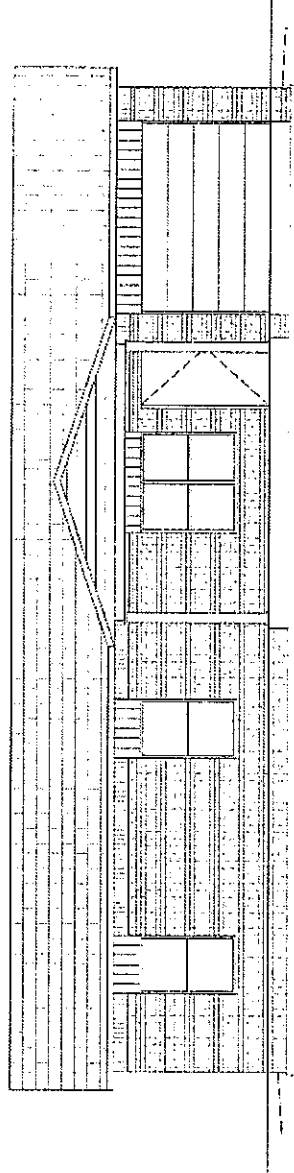
Project No. 2020-0101, License No.
Professional Engineer - Architecture, AIA, PE
Newcomb Associates, Inc.
Tahlequah, Oklahoma, OK, USA

Sheet Title

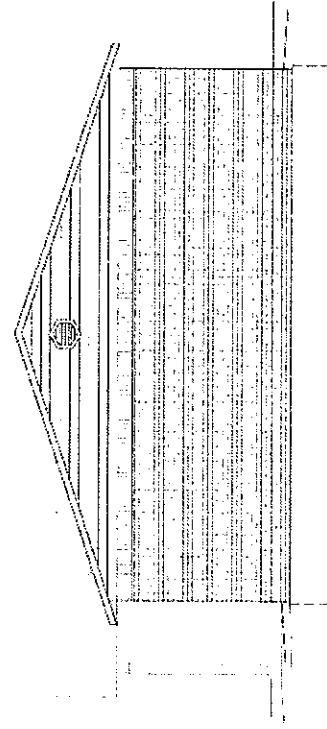
3 Bedroom Exterior Elevations

Sheet Number

A2.0



B 3 Bedroom Front Elevation
Scale: 1/4" = 1'-0"



A Side Elevation
Scale: 1/4" = 1'-0"



NEWCOMB ASSOCIATES
ARCHITECTS + ENGINEERS, INC.

1301 South Third Street, Suite 200
Fort Collins, Colorado 80526
P: 970.225.1234
F: 970.225.1235
A: 970.225.1236

The above plan was prepared by the undersigned
architect-engineer for the purpose of showing the
location of the electrical equipment and wiring
and is not to be used for any other purpose without
the written consent of the architect-engineer.

Project Identification

Housing Authority of the
Cherokee Nation
Tahlequah, Oklahoma

License 01-033112

Sheet Info

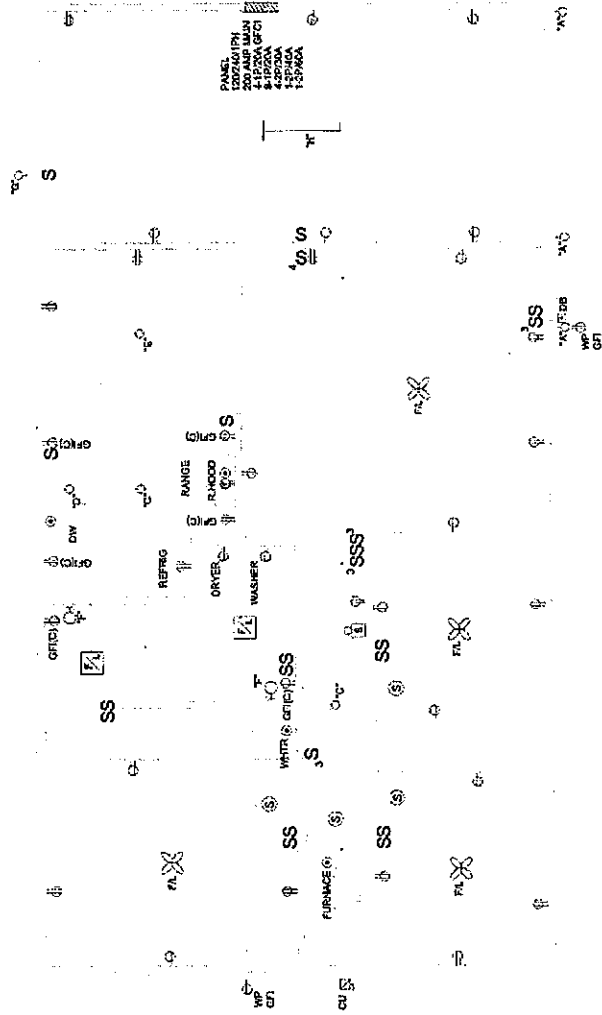
Project No. 2004-0101-0001-01
Drawing No. 01-033112-01
Project Name: Housing Authority of the Cherokee Nation
Project Location: Tahlequah, Oklahoma

Sheet Title

3 Bedroom Electrical Plan

Sheet Number

E1.0



A 3 Bedroom Electrical Plan
Scale: 1/4" = 1'-0"

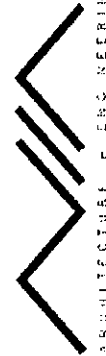
Four Bedroom Housing Unit Housing Authority of the Cherokee Nation Tahlequah, Oklahoma



LAND SURVEYORS & ENGINEERS

SCOTT & ASSOCIATES, INC.
Civil, Surveying & Engineering
C.A. #010 (P.S., P.E.) Exp. 6/30/11
501 B Oaklawn, Suite 1
Tahlequah, OK 74862
Tel: (918) 466-1111
www.gwy-scott.com

Jim Hullinger
Director Housing Development



NEWCOMB Associates
ARCHITECTS + ENGINEERS

150 SOUTH THREE MILE ROAD, FORT GIBSON, OKLAHOMA, 74434 (918) 785-9600

CONSTRUCTION AREAS

HEATED/COOLED AREA = 1333 SF
PORCH = 80 SF
GARAGE = 0 SF

INDEX OF DRAWINGS:

SHEET A10 FLOOR PLAN
SHEET A20 ELEVATIONS
SHEET E10 ELECTRICAL PLAN

SET NUMBER

PROJECT NO. 033112

DATE: MARCH 31, 2012



NEWCOMB ASSOCIATES
ARCHITECTS + ENGINEERS, INC.

180 South Third Mile Road
P.O. Box 1000
Cherokee, Oklahoma 74430
Tel: 581-478-2833
Fax: 581-478-2833
www.newcombassociates.com

The drawings and specifications show the proposed construction of the Cherokee Nation Housing Authority. The drawings are prepared by the architect and are subject to the requirements of the Oklahoma State Board of Architectural Registration. The drawings are not to be used for any other purpose without the written consent of the architect.



Seal of the State of Oklahoma

Project Identification

Housing Authority of the
Cherokee Nation
Tahlequah, Oklahoma

License: 01-033112

Sheet Info

Project: 2004-2005, 11/04/04
Project Manager: J. M. Newcomb, A.A. P.E.
Project Engineer: J. M. Newcomb, A.A. P.E.

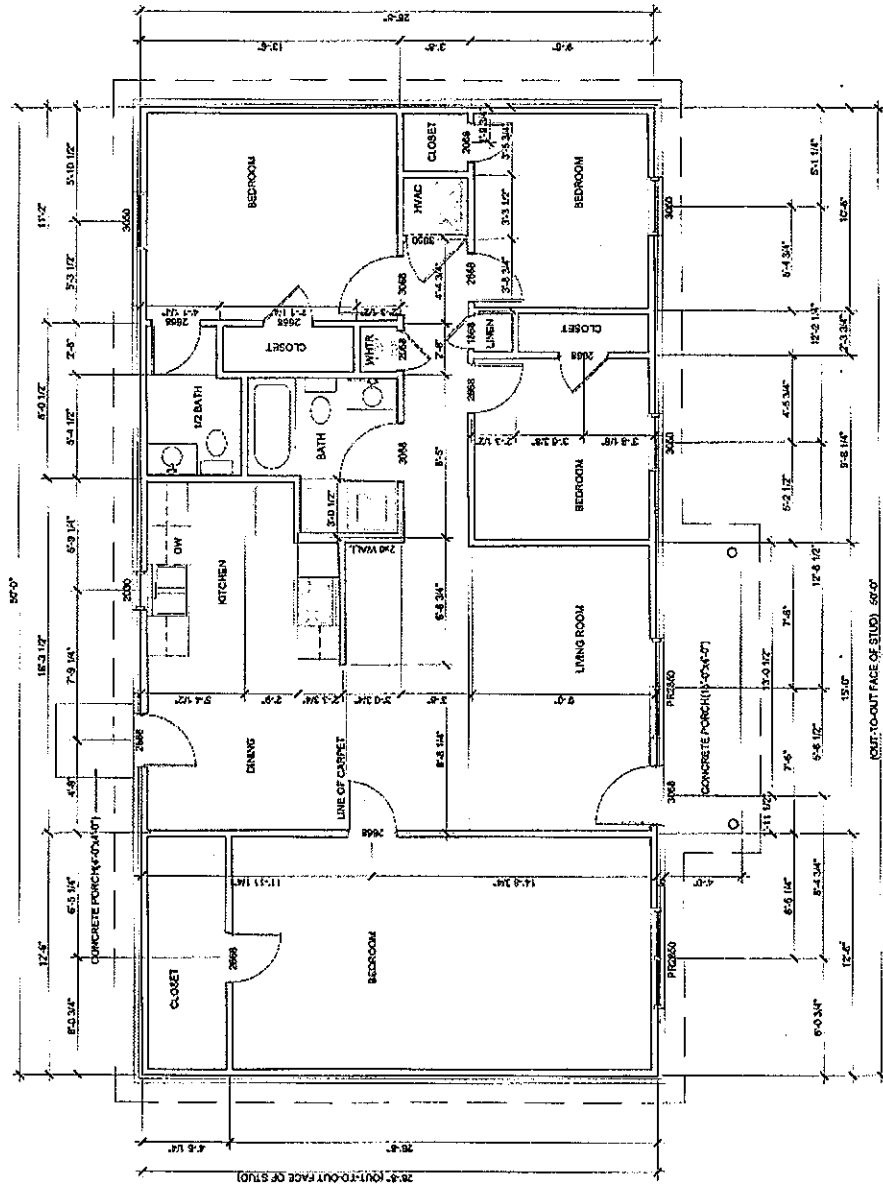
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4 Bedroom Floor Plan
Cabinet Elevations
HVAC Closet Framing Elevation

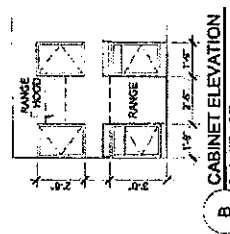
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Sheet Number

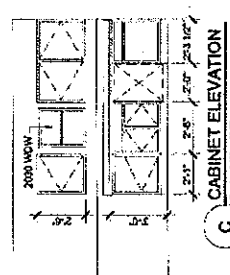
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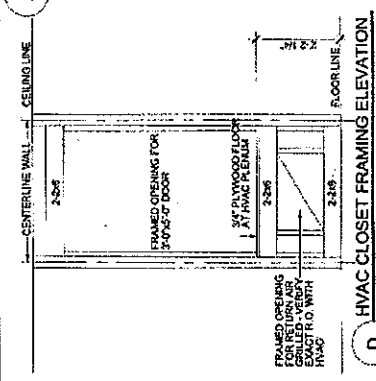
4 Bedroom Floor Plan
Scale: 1/4" = 1'-0"



B CABINET ELEVATION
Scale: 1/4" = 1'-0"



C CABINET ELEVATION
Scale: 1/4" = 1'-0"



D HVAC CLOSET FRAMING ELEVATION
Scale: 1/4" = 1'-0"



NEW COMB ASSOCIATES
ARCHITECTURE + ENGINEERING
INCORPORATED
100 South 7th Street, Suite 200
Fort Collins, Colorado 80504
P: 970.225.1234
F: 970.225.1235
www.newcombassociates.com

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Project Identification
Housing Authority of the
Cherokee Nation
Tahlequah, Oklahoma

License 01-033112

Sheet Info

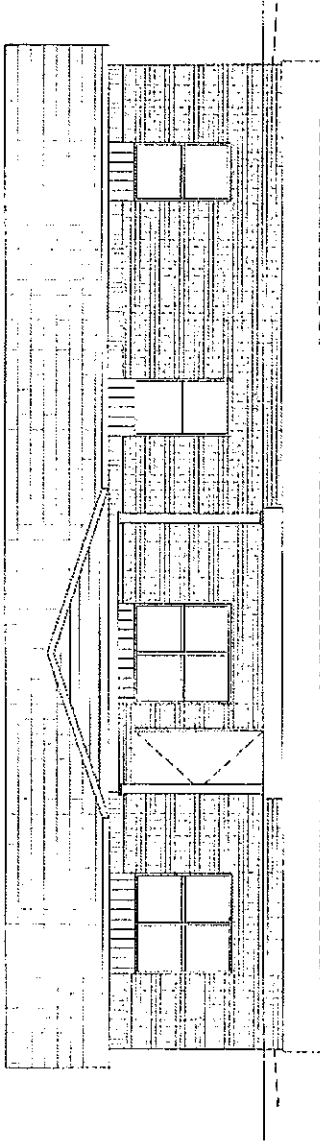
Project No. 20081210 - License 01
Project Manager: Jeff Newcomb, P.E.
Project Engineer: Jeff Newcomb, P.E.
Project Architect: Jeff Newcomb, P.E.

Sheet Title

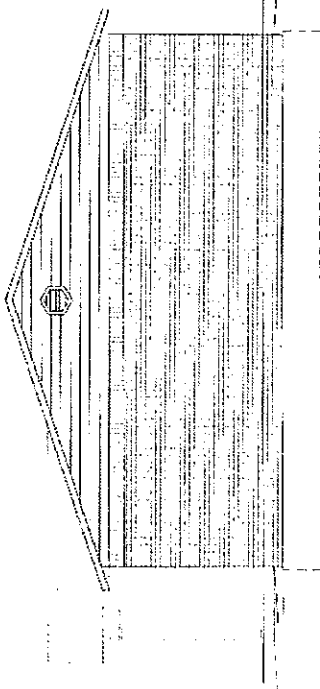
4 Bedroom Exterior Elevations

Sheet Number

A2.0



B 4 Bedroom Front Elevation
Scale: 1/4" = 1'-0"



A Side Elevation
Scale: 1/4" = 1'-0"



NEWCOMB ASSOCIATES
ARCHITECTS & ENGINEERS, INC.

200 North 10th Street, Suite 200
Tulsa, Oklahoma 74103
P: 918.581.1234
F: 918.581.1235
www.newcombassociates.com

The Engineer will be responsible for the design of the electrical system for the project. The Engineer will be responsible for the design of the electrical system for the project. The Engineer will be responsible for the design of the electrical system for the project.

Project Identification

Housing Authority of the
Cherokee Nation
Tahlequah, Oklahoma

License 01-033112

Sheet Info

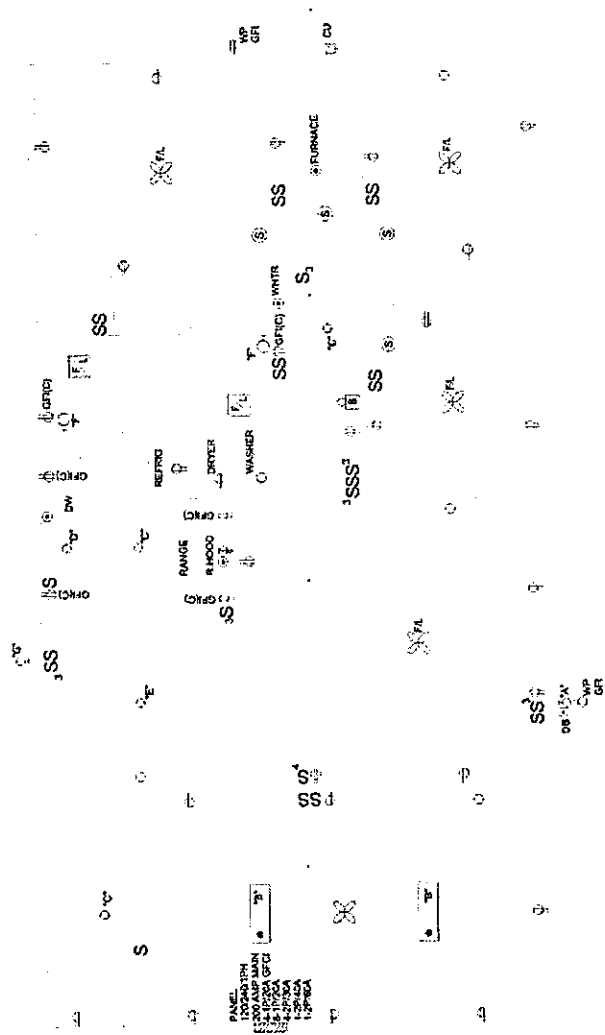
Project: 01-033112, License: 01-033112
Drawing: 01-033112, License: 01-033112
Sheet: 01-033112, License: 01-033112

Sheet Title

4 Bedroom Electrical Plan

Sheet Number

E1.0



4 Bedroom Electrical Plan

Scale: 1/4" = 1'-0"