

**MUSCOGEE (CREEK) NATION
REQUEST FOR PROPOSALS
SUB-CONTRACTOR SERVICES**

The Muscogee (Creek) Nation is soliciting proposals from qualified construction firms to provide sub-contracting services through a stipulated lump sum for the Muscogee (Creek) Nation Okemah Community Indian Center.

PROJECT DESCRIPTION

The Okemah Community Indian Center is a 5,278 square foot facility housing Offices, Kitchen, Restrooms and an assembly room. The structure is located 1112 South Woody Guthrie, Okemah, Oklahoma 74859.

SCOPE OF SERVICE

The scope of work is for the construction services of the following Bid packages and associated work. Tribal Construction Services will provide a set of construction drawings and specifications for your use with the stipulated sum. Interested Parties should provide a bid package response for the associated bid package.

- Site utilities-Division 02
- Masonry-Division 04
- Rough carpentry-Division 06
- Finish Carpentry-Division 06
- Sealants-Division 07
- Glass and glazing systems-Division 08
- Doors, Frames and Hardware-Division 08
- Doors, Frames and Hardware Installation-Division 08
- Gypsum Assembly-Division 09
- Tile Wall and Floor-Division 09
- Food Service Equipment-Division 11
- Fire Suppression-Division 21
- Plumbing-Division 22
- Mechanical-Division 23
- Electrical-Division 26
- Voice and Data-Division 27
- Fire Alarm System-Division 28

A non-mandatory Pre-bid is set for 03.25.16 at 10:00 at the project site. The Muscogee (Creek) Nation requires the following three bonds if the scope of work exceeds the cost of \$50,000.00: Bid, Performance, and Payment. The major tasks for the project include, but will not be limited to, the following:

By "03.13.16"	Request for Proposals issued/published
By "04.14.16"	Bid package due
By "04.22.16"	Contract awarded to most responsive construction firm
By "04.29.16"	Notice to proceed issued

SELECTION & EVALUATION CRITERIA

Submissions may be evaluated by the selection committee based on the following criteria:

1. Firm Experience/Qualifications (0-20 points)
2. Responsiveness to Muscogee Nation's Needs (0-20 points)
3. Capability of Meeting Schedule (0-20 points)
4. Stipulated Sum (0-20 points)
5. Indian Preference (10 points)
6. Creek TERO Preference (10 points)

Submission of qualifications indicated Respondent's acceptance of the evaluation techniques and recognition that subjective judgments must be made by the Owner during the evaluation process.

The Owner makes no guarantee that an award will be made as a result of this RFP, and reserves the right to accept or reject any or all submittals, waive any informalities, irregularities, or minor technical inconsistencies, or delete any item/requirement from this RFP or contract when deemed to be in the Owner's best interest. Representations made within the proposal submittals will be binding on responding firms for 90 days.

INSTRUCTIONS FOR QUALIFICATIONS SUBMISSION

All firms must submit One (1) sealed, written, 8.5x11 bound bid package and one (1) electronic copy in accordance with the Request for Proposal instructions. Electronic copies shall be submitted to kcates@mcn-nsn.gov. Deadline for submission of bound written and electronic copies must be received by no later than 1:30 p.m. on April 14, 2016 and should be addressed to:

Muscogee (Creek) Nation
Attn: Lisa Lewis, Office of Management & Budgets
1008 East Eufaula – Okmulgee, OK 74447

RFP packets may be obtained by calling the Office of Tribal Construction Services at 918.549.2465 between 8:00 a.m. and 5:00 p.m. (M-F). Questions concerning the Request for Proposals may be addressed to Keith Bunner, Project Manager, 918.549.2462.