MUSCOGEE (CREEK) NATION
REQUEST FOR PROPOSAL
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 Tulsa Indian Community Center.

PROJECT DESCRIPTION
The Tulsa Community Center parking lot addition is an existing Tulsa Indian Community Center located in Tulsa, Okla. The address to the main facility where work will be performed is 8110 S. Union.

SCOPE OF SERVICE
The scope of work encompasses Undercutting the proposed areas 6” for the driveway and parking addition to be approximately 60’x117’ which will consist of 7,020sqft, driveway should be 24’ in width and approximately 210’ in length, Place 6” of ¾ aggregate compacted, place Filter fabric, Place 2” type B asphalt and 3” of type A asphalt, Lay out 25 new parking spaces and strip parking lot. Tribal Construction Services will provide a bid package for your use with the stipulated sum. The parking spaces should be a minimum of 9 ft. wide and 18 ft. long.

Interested Parties should provide an RFP response for the associated bid package.

A Mandatory Pre-bid meeting is set for 03/25/2019 at 2:00 at 8611 S. Union, Tulsa Community Center. 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 03/19/2019 Request for Proposal issued/published
- By 04/01/2019 Proposal Due by 5:00
- By 04/03/2019 Construction Firm selected
- By TBD Issuance of Notice to Proceed

SELECTION & EVALUATION CRITERIA
Submissions will be evaluated by the selection committee based on the following criteria:

1. Indian-owned Enterprise / Creek CESO preference (0-10 points)
2. Expertise in Field (0-10 points)
3. Timeline (0-20 points)
4. Clarity of Proposal (0-20 points)
5. Proposed Cost (0-40 points)

Submission of proposals indicate bidder’s acceptance of the evaluation techniques and recognition that subjective judgements 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 qualifications submittal will be binding on responding firms.
INSTRUCTIONS FOR PROPOSALS SUBMISSION
All firms must submit one (1) written, 8.5x11 sealed proposal in an envelope and one (1) electronic copy. Electronic copies shall be submitted to mbillie@mcn-nsn.gov. Deadline for submission of bound written and electronic copies must be received by no later than 5:00pm on 04/1/2019 and should be addressed to:

Muscogee (Creek) Nation
Attn: Lisa Lewis Powell, Office of Management & Budgets
FED EX: 1008 East Eufaula – Okmulgee, OK 74447
U.S. Mail: P.O. Box 580 – Okmulgee OK 74447

Bidding 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 project may be addressed to Lonell Fultz, Project Manager, 918-777-6801.