

Navajo EPA Superfund Program  
Pre-Bid meeting  
6/1/2023

QUALIFICATION-BASED  
DESIGN BUILD PROJECT DELIVERY SERVICES  
Former Credit Union Building Remodel Project



## Contact Information

RFP Name: 2023 Design-Build NSP Building Renovation

RFP name must be shown on all submittals

### Waste Regulatory Compliance Department Manager

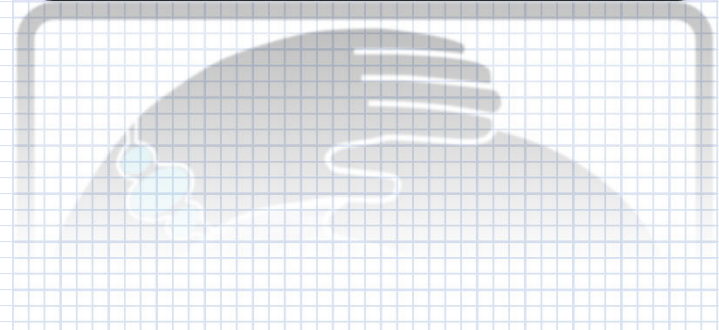
Name: Warren J. Roan, Environmental Department Manager  
Phone: 928-871-7995  
e-mail: [warrenjroan@navajo-nsn.gov](mailto:warrenjroan@navajo-nsn.gov)  
Mailing Address: PO Box 3089, Window Rock, AZ 86515  
Shipping Address: Building 6656, Morgan Blvd. Window Rock, AZ 86515

### NNEPA Superfund Program

### Building Remodel Project Team

Copy the following individuals on all correspondence:

Pam Maples, <a href="mailto:pamaples@navajo-nsn.gov">pamaples@navajo-nsn.gov</a>	928-871-7187
Cris D'Onofrio, <a href="mailto:donofrio.cris@epa.gov">donofrio.cris@epa.gov</a>	908- 420-4475
Vivian Craig, <a href="mailto:viviancraig@navajo-nsn.gov">viviancraig@navajo-nsn.gov</a>	928-551-0673



<https://navajoepa.org/request-for-proposals>

## PROJECT SUMMARY

The Navajo Nation Environmental Protection Agency Superfund (NSP) is offering the unique opportunity for a qualified team to design and construct the renovation of the former First Financial Credit Union building in Window Rock, Arizona.

### Navajo Superfund Headquarters; NSP-HQ Building

The building is to be converted into the offices and useful space determined by the activities and duties of Navajo Superfund Program staff. Building design must take into consideration that program field staff are directly involved with uranium contamination and the remediation of hazardous and special wastes. The NSP-HQ will house all Navajo Superfund field staff, support staff, and related files, supplies, and field equipment.

**Building Size:** The existing building totals 5,000 gross square feet and is comprised of nine contiguous modular buildings.

This Remodeling project will consist of:

- The renovation and reconnection of the infrastructure utilities. The Contractor Design-Build Team shall coordinate all required utility and construction inspections, permits, and re-connections.
- Remodeling of the existing modular building including footings, jacks, partitions, and roof improvements. **IMPORTANT:** Consider that grid-tied solar panels will be added later to the roof of the building if the structure will allow.
- Installation of two smaller modular buildings with electricity and plumbing.
- The total design will encompass the full square footage and also the building façade, grounds, and parking lot.
- Two additional activity-specific modulars need to fit on the lot and not be overcrowded with relation to each other and the existing building, parking area(s), and gate entries.

### Green Building

It is the intent of the Navajo Nation to apply sustainable development concepts in the planning, design, construction, environmental management, operation, maintenance, and disposal and recycling at facilities and infrastructure projects consistent with applicable laws within budget requirements.

Copies of waste manifests for disposal of all construction debris shall be provided to NSP.

## PROJECT SPECIFICATIONS

The renovation includes all partitions, insulation of ceiling and external walls, floor coverings, internal wall construction/removal, roof, exterior walls weatherproofing, fixtures, equipment, utility repairs and upgrades, including all necessary inspections. and all necessary building improvements to bring the building and parking areas into ADA compliance.

- Twenty (20) individual offices (not cubicles) with LAN Access.
- Male and female restroom facilities compliant with the most current national and Tribal ADA requirements to accommodate 20 staff.
- One break room with full kitchen facilities and a dining table with eight chairs.
- Two conference rooms with VoIP/LAN access; one that can accommodate up to 20 people, and one for up to 6 people.
- A network server room with air conditioning. Refitting the existing server room may be possible.
- Central copy/printing-plotter/fax room or area.
- Paved parking with striping for 26) with ADA wheelchair access.
- Installation of one free-standing building, such as a modular classroom or other modular structure to accommodate dense rolling file storage to receive the paper files stored in the current NSP offices, storage buildings, and anticipate a reasonable estimate of future needs.
  - The new file storage building shall have paved vehicular access for loading and unloading with an easy access entryway.
  - This modular will have a map storage cabinet.
  - The building will also have a reading area with a drafting table for design drawing and map viewing.
  - The reading area will include electric outlets, phone, and computer capability.
- Installation of a second free-standing modular building such as a modular classroom or other modular structure for the secure storage of field equipment used by the NSP.
  - Some equipment is sensitive and requires climate controlled storage;
  - Some radionuclide-containing equipment will require lockable cabinets.
  - An equipment/battery recharge area shall be provided that includes a bank of electrical outlets.
  - This modular will also provide two (2) showers and a locker room for 20 staff.
  - It will also be set up with one work station with electric, phone, and computer capability.
- There is a walk-in safe in the former credit union building. Provide a method to either re-use the safe or sell it to defray the cost of removing it from the premises.
- There is a surveillance and alarm system in the former credit union building. Provide a method to either re-use the system, (or parts of the system), or remove all extraneous wiring.
- The building grounds will be cleared and graded to adequately drain water/snow and be tastefully landscaped with an outside shaded dining table. IMPORTANT: Consider that grid-tied solar panels could be added later to the roof of this structure.

## Code Requirements

The Contractor Design-Build Team is responsible for compliance with any and all applicable codes, standards, and agency requirements and inspections. The project is to conform to code requirements enforced by the State of Arizona, Tribal, and any other local jurisdictions. The building will include a fire suppression system.

## NSP Provided Items

NSP will provide some of their own personal computers and LAN servers. The Contractor Design-Build Team shall confer with NSP Team.

## Provide a moving service

Staff are currently housed in four (4) different buildings in and around the Window Rock Area. Provide a moving service to box, move, and place equipment, general files, and all other materials in appropriate spaces in the new buildings that are required to be moved to fully relocate the program and the staff to the new premises.

## Project Substantial Completion: The primary Building Ready for NSP Occupation.

The Project Team will meet all requirements for, obtain and provide a Certificate of Occupancy to the NSP and the Navajo Nation Environmental Protection Agency Executive Director for the renovated 5,000 gross square feet building at a minimum in order to begin their move **to occupy the building no later than May 1, 2024.**

If the NSP headquarters building is completed for occupancy before the rest of the project, NSP staff will have the option to safely move into the building. No substantial stoppage in work will occur until the entire project including the free-standing modular buildings, parking lot, etc., are completed. NSP assures potential Offerors that it intends to provide a high level of cooperation and assistance toward expediting project development and delivery.

## **\*\*\*UPDATE: PROPOSAL DUE DATE EXTENDED TO JUNE 30, 2023**

**\*\*\*UPDATE: Repair of the existing perimeter fence and adding an electric gate opener for the main automobile gate has been added to this RFP/SOW.**

### **Important:**

Please read the entire RFP/SOW including section I, subsection: ROLES AND RESPONSIBILITIES

Give special attention to the requirements in section II: CONDITIONS GOVERNING THE PROCUREMENT

Section III contains information on the RESPONSE FORMAT AND ORGANIZATION of the proposal.

The proposal will be a tabbed document. The tabs are outlined in the QUALIFICATIONS PROPOSAL ORGANIZATION subsection.

**Submission of the Proposal** - Offerors shall submit two-part proposals. Each volume shall be submitted in a separate sealed envelope or package.

Clearly label each volume with the RFP name, your name, address and date of submittal and prominently identify each as:

- Volume I: Qualifications, Technical, and Business Proposal; and,
- Volume II: Project Cost Proposal,

### **Questions, Answers, and Amendments to the RFP/SOW**

If an RFP amendment or clarification is deemed necessary, it will be issued by Navajo Superfund prior to the proposal submission deadline. Amendments will be posted on the website specified in the RFP/SOW.

Questions regarding the RFP/SOW will be e-mailed to [pamaples@navajo-nsn.gov](mailto:pamaples@navajo-nsn.gov).

Questions and Answers will be posted on the website and be available to all offerors.

# Former FFCU Lot Lines



Lot line representation for visual reference only.  
See survey for accurate Detail.

# RESULTS OF SURVEY

FIRST AMERICAN CREDIT UNION TRACT

0.94 ± ACRE

LOCATED WITHIN SECTIONS 8 & 17,

T. 26 N., R 31 E., G&S.R.M.

DISTRICT 18, NAVAJO NATION

WINDOW ROCK, APACHE COUNTY, ARIZONA

**LEGEND:**

- - FOUND 3" BRASS CAP, B.L.M. SECTION CORNER, 1984.
- - FOUND 3" BRASS CAP, B.L.M. 1/4 CORNER, 1984.
- ⊙ - FOUND 3" BRASS CAP, A.D.O.T. R.O.W. MONUMENT.
- ⊙ - SET 1/2" REBAR W/ PLASTIC CAP "RLS 42048".

**REFERENCES:**

- (R1) BUREAU OF LAND MANAGEMENT SURVEY PLAT I155-A1, DATED SEPTEMBER 28, 1990.
- (R2) SURVEY PLAT OF THE FIRST AMERICAN CREDIT UNION, BY TOMMY R. CONLEY, DATED MAY 16, 1994.
- (R3) SURVEY PLAT FOR DAMON BUSINESS SITE, BY JERRY J. HOUSE, DATED SEPTEMBER 24, 2004.
- (R4) SURVEY PLAT OF HOGAN TSO BUSINESS SITE, BY JERRY J. HOUSE, DATED JANUARY 31, 1995.
- (R5) AS-BUILT, TUBA CITY-WINDOW ROCK HIGHWAY, PROJECT S-441-706, PROVIDED BY ARIZONA DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY SECTION, DATED OCTOBER 4, 1974.

**LEGAL DESCRIPTION:**

A PARCEL OF LAND SITUATED WITHIN SECTIONS 8 & 17, TOWNSHIP 26 NORTH, RANGE 31 EAST, GILA & SALT RIVER MERIDIAN, IN WINDOW ROCK, APACHE COUNTY, STATE OF ARIZONA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTH QUARTER CORNER OF SAID SECTION 17, MARKED BY A B.L.M. BRASS CAP, FROM WHICH THE NORTHEAST CORNER OF SAID SECTION 17, ALSO MARKED BY A B.L.M. BRASS CAP LIES N 89°58'16" E, A DISTANCE OF 2710.80 FEET (BASIS OF BEARINGS, G.P.S. DERIVED)(EAST, 2709.96 FEET PER B.L.M. SURVEY PLAT I155-A1, DATED SEPTEMBER 28, 1990, (R1), THENCE N 78°47'55" W, A DISTANCE OF 585.42 FEET TO A 1/2" REBAR WITH PLASTIC CAP STAMPED "RLS 42048" SET ON THE SOUTHERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY 264 BEING THE POINT OF BEGINNING OF THE HEREIN DESCRIBED PARCEL OF LAND; THENCE LEAVING SAID SOUTHERLY RIGHT-OF-WAY LINE, S 08°13'08" W, A DISTANCE OF 184.20 FEET TO A 1/2" REBAR WITH PLASTIC CAP STAMPED "RLS 42048"; THENCE S 67°38'22" W, A DISTANCE OF 222.38 FEET TO A 1/2" REBAR WITH PLASTIC CAP STAMPED "RLS 42048"; THENCE N 08°13'08" E, A DISTANCE OF 242.00 FEET TO A CONCRETE NAIL SET ON THE SOUTHERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY 264 BEING THE BEGINNING OF A NON-TANGENT CURVE RIGHT HAVING A RADIUS OF 3143.16 FEET AND A RADIAL LINE TO SAID POINT BEARS N 09°43'04" W; THENCE EASTERLY ALONG SAID CURVE AND RIGHT-OF-WAY LINE, THROUGH A CENTRAL ANGLE OF 3°38'00" A DISTANCE OF 199.32 FEET TO THE POINT OF BEGINNING.

SAID TRACT BEING 0.94 ACRES MORE OR LESS, AND BEING SUBJECT TO ANY AND ALL EXISTING EASEMENTS FOR UTILITIES LOCATED THEREIN.

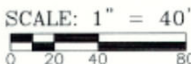
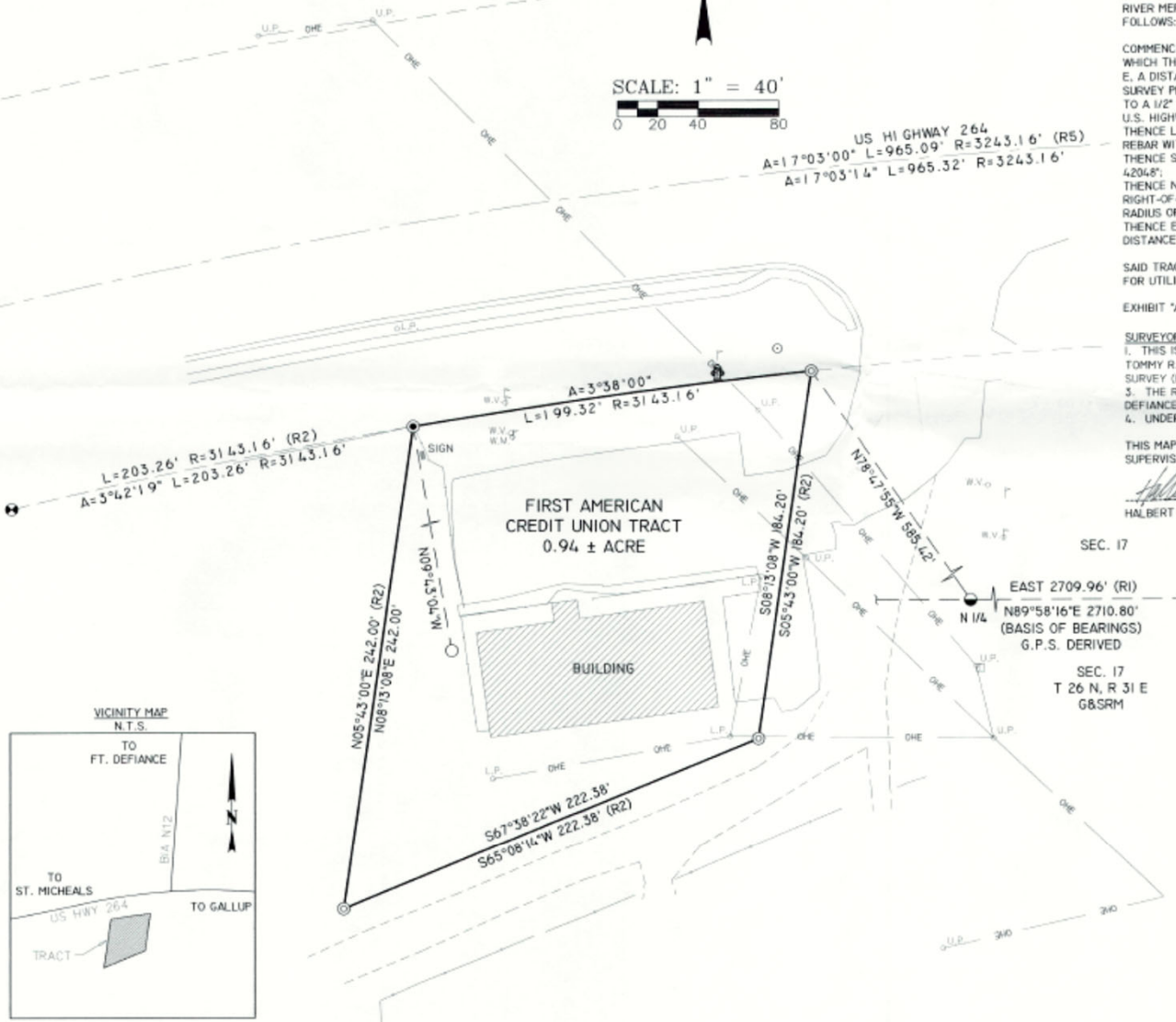
**EXHIBIT 'A'**

**SURVEYOR'S NOTE:**

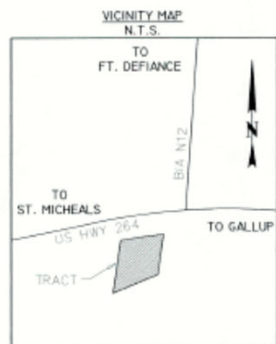
1. THIS IS A RE-SURVEY OF THE FIRST AMERICAN CREDIT UNION TRACT AS IN SHOWN A SURVEY PLAT BY TOMMY R. CONLEY (R2) DATED MAY 16, 1994. NO PROPERTY CORNER MONUMENTATION FROM PREVIOUS SURVEY (R2) WAS FOUND. THE TRACT CORNERS WERE RESET AT THEIR APPROXIMATE ORIGINAL LOCATIONS.
2. THE RE-ESTABLISHMENT OF THE BOUNDARY OF THIS TRACT WAS A DECISION MADE BY THE FORT DEFENSE REGIONAL BUSINESS OFFICE.
4. UNDERGROUND UTILITY LINE LOCATIONS AND DIRECTION ARE APPROXIMATE.

THIS MAP REPRESENTS A SURVEY BY ME OR UNDER MY DIRECT SUPERVISION ON THE DATE SPECIFIED HEREON.

*Halbert O. Goldtooth*  
 HALBERT O. GOLDTOOTH, AZ RLS 42048



US HIGHWAY 264  
 $A=17^{\circ}03'00''$   $L=965.09'$   $R=3243.16'$  (R5)  
 $A=17^{\circ}03'14''$   $L=965.32'$   $R=3243.16'$



SEC. 17  
 EAST 2709.96' (R1)  
 N89°58'16"E 2710.80'  
 (BASIS OF BEARINGS)  
 G.P.S. DERIVED  
 SEC. 17  
 T 26 N, R 31 E  
 G&SRM

**GOLDTOOTH PRECISION SOLUTIONS, INC.**

P.O. BOX 640 TUBA CITY, AZ 86045 Ph: (928)283-4652 Fax: (928)283-4652

Job No.: 7008 St Michaels  
 Surveyed: March 14, 2007  
 File: 7008 St Michaels.dwg  
 Drawn by: H. Goldtooth  
 Checked by: H. Goldtooth  
 Revised: n/a  
 Scale: 1" = 40'  
 Sheet: 1 of 1



Halbert O. Goldtooth, AZ R.L.S. 42048



# Current Floor Plan of the Contiguous Nine (9) Modulares Building

