

Invitation for Bid (IFB): Snow Removal Services for SRHA Tenants living in Elderly Housing Sections in Fort Yates, ND, & McLaughlin, SD. As well as snow removal services for SRHA tenants with documented mobility issues and other requested snow removal services as requested by SRHA, (for example, removing snow for propane delivery).

Issue Date: Wednesday, November 20, 2024

Bid Submission Deadline: Thursday, December 19, 2024, 2:00 PM Central Time

Contact Information: Roberto Hernandez, Procurement Officer
RHernandez@StandingRockHousing.org
701-854-3891, Ext. 112

1. Overview

The Standing Rock Housing Authority is seeking bids from qualified contractors to provide snow removal services at residential rental units in our Elderly Housing Sections, and tenants with a documented need for assistance. Reliable and timely snow removal is critical to ensure the safety and accessibility of these vulnerable residents during the winter season.

2. Scope of Work

The contractor will be responsible for:

1. Snow Removal Services

- The **need** for snow removal must be verified by SRHA prior to the contractor initiating services.
- Clearing driveways, parking areas, sidewalks, propane tanks etc. within **12 hours** of being notified of the need for snow removal.
- Treatment with salt or sand to prevent ice buildup, as requested & approved.
- Monitoring and addressing snow accumulation during prolonged snow events.

2. Priority Focus

- Ensuring access for emergency vehicles.
- Providing unobstructed pathways for residents to enter and exit buildings safely.

3. Special Considerations

- Emphasis on safety for elderly tenants and residents with mobility limitations.

- Immediate clearing for tenants requiring transportation to medical appointments, including dialysis treatments.
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3. Contractor Qualifications

- Demonstrated experience in providing snow removal services for residential or similar properties.
 - Adequate equipment and personnel to handle snow removal at multiple locations simultaneously.
 - Ability to provide on-call or emergency services during severe weather.
 - **Proof of** liability insurance and workers' compensation coverage.
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4. Locations and Property Details

- List of properties:
 - TENANT OCCUPIED Rental Units on Cedar & Sage Street in the Elderly Housing Section in McLaughlin, SD. ***Vacant units are excluded unless they are currently under renovation and a request for snow removal is made to the Procurement Officer by the Construction Manager.***
 - TENANT OCCUPIED Rental Units on South River Road in the Elderly Housing Section in Ft. Yates, ND. ***Vacant units are excluded unless they are currently under renovation and a request for snow removal is made to the Procurement Officer by the Construction Manager.***
 - Tenants with DOCUMENTED mobility issues will be considered on a *case-by-case* basis upon verification of documented need by SRHA,
 - And other requested snow removal services as requested by SRHA, (for example, removing snow for propane delivery).
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5. Submission Requirements

Bidders must submit the following:

1. BIDS: All bids must be in writing and clearly identified (Snow Removal). Bids can be submitted by Email as a PDF with a detailed description of work and a price per rental unit cost.
2. List of equipment and personnel to be used.
3. References from at least three clients with similar service needs.

4. Proof of insurance and any relevant certifications.

2 CFR 200.321 Contracting with small and minority businesses, women’s business enterprises, and labor surplus area firms.

1. Bids are invited from qualified Indian-Owned enterprises and women owned business enterprises.
2. If a bidder is claiming Preference on this Invitation for Bid, the bidder must be certified with the Standing Rock Sioux Tribal Employment Rights Office (TERO).

TAXES: PERSPECTIVE BIDDER WILL BE RESPONSIBLE FOR VERIFYING INFORMATION ON ALL FEDERAL, STATE, TRIBAL, TERO, EPA FEES & TAXES A WELL AS BUSINESS LICENSE REQUIREMENTS.

6. Contract Term

The contract will cover the **winter season from December 2024 to April 15th, 2024**, with the possibility of extension based on performance and mutual agreement.

7. Evaluation Criteria

- Experience / Capabilities UP TO 20 POINTS
 - Sustainability / Safety UP TO 25 POINTS
 - Price \$ per unit UP TO 15 POINTS
 - Quality Control UP TO 15 POINTS
 - Response Time UP TO 10 POINTS
 - Preference, Indian owned UP TO 15 POINTS
- 100 POINTS POSSIBLE
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8. Bid Submission Instructions

Submit bids by Thursday, December 19, 2024, 2:00 PM Central Time to:

Roberto Hernandez, Procurement Officer, RHernandez@StandingRockHousing.org

For questions or to schedule a site visit, contact Roberto Hernandez, Procurement Officer

Email: RHernandez@StandingRockHousing.org Office Phone: 701-854-3891 ext. 112.

Note: The Standing Rock Housing Authority reserves the right to accept or reject any or all bids and to waive any informalities in the bidding process.

We look forward to receiving your bid and partnering with a reliable contractor to ensure the safety and well-being of our tenants.

Sincerely,

Roberto Hernandez

Procurement Officer

Standing Rock Housing Authority

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