

**REQUEST FOR PROPOSALS  
For  
State Farm Grazing Project**

**Project Number: #17-014**

**May 18, 2018**



*See paragraph 6.4 for required submittal quantities and deadline.*

**ONEIDA NATION  
Engineering Department  
P.O. Box 365  
Oneida, Wisconsin 54155**

# TABLE OF CONTENTS

<b>1. INTRODUCTION.....</b>	<b>3</b>
<b>2. DESCRIPTION OF PROJECT.....</b>	<b>3</b>
<b>3. SCOPE OF SERVICES.....</b>	<b>4</b>
<b>4. SUBMITTAL REQUIREMENTS.....</b>	<b>4</b>
<b>5. SELECTION PROCEDURE.....</b>	<b>4</b>
<b>6. CONTRACT REQUIREMENTS.....</b>	<b>5</b>
<b>7. SCHEDULE.....</b>	<b>6</b>
<b>8. APPENDIX.....</b>	<b>7</b>
8.1 Oneida Nation Standard Construction Agreement	
8.2 #17-014 Project Scope of Work document	
8.3 Proposal Form	

## 1. INTRODUCTION

- 1.1. The ONEIDA NATION, Selection Committee hereby requests Proposals from qualified firms to provide Design/Build services for the proposed *State Farm Grazing project*. Upon receipt of the Proposals the Selection Committee will review statements and select a firm based upon the selection procedure identified in section seven of this RFP.
- 1.2. The Selection Committee consists of the following individuals: Senior Architect, the Environmental project manager, DPW - Facilities Representatives, and Oneida Nation Farm representatives.
- 1.3. Questions regarding this RFP should be directed to the appropriate individual listed below, prior to the submittal date.
  - 1.3.1. Questions shall be directed to: Sam VanDen Heuvel at 920-869-4585 or svandenh@oneidanation.org.

## 2. DESCRIPTION OF PROJECT

- 2.1. GENERAL DESCRIPTION: The proposed project will construct (1)- 30' x 370' single sloped agricultural structure which will provide sheltered space for different aged dairy heifers. The project site will need to be developed for new and future structures. In addition; two pump house structures are to be constructed to house items such as: pressure tank, control box, heater and electrical equipment.
- 2.2. PROJECT IMAGE & GOALS:
  - 2.2.1. The new barn will provide facilities to optimize health, handle cattle in the most humane and stress free manor possible, allow employees to work in a safe environment and to improve labor efficiency.
  - 2.2.2. The Oneida Nation plans to lease building to a local dairy farmer.
- 2.3. BUILDING DESIGN REQUIREMENTS:
  - 2.3.1. Construction documents were completed by McMahon Engineers/ Architects in 2017 for the barn. Refer to Project Scope document.
  - 2.3.2. The facility shall be functional.
  - 2.3.3. The construction of the project shall conform, or exceed, all codes and restrictions specified by the USDA-NRCS, Oneida Building Code, Oneida Zoning Ordinance and other codes pertinent to the facility.
  - 2.3.4. Refer to Project Scope document in Appendix.

2.4. SITE SELECTION: The project site is located along County Rd U in the Town of Oneida, WI. Development would occur on multiple parcels owned by Oneida Nation. The properties are currently used for agricultural purposes.

2.5. SITE DESIGN REQUIREMENTS:

2.5.1. Denoted in Project Scope document.

2.5.2. Oneida has commissioned soil borings and will be available to awarded firm. Incorporate geotechnical recommendations as provided by ECS Midwest, LLC if applicable.

2.5.3. Conform, or exceed, all requirements of the Oneida Zoning Ordinance.

2.6. SITE COMPONENTS:

2.6.1. Denoted in Project Scope document.

**3. SCOPE OF SERVICES**

3.1. Denoted in the Project Scope document.

**4. SUBMITTAL REQUIREMENTS**

4.1. Complete the Proposal Form included in the Appendix.

4.2. Your electronic submittal (PDF format) shall be e-mailed no later than (2:30 pm, CDT) on June 19, 2018. Submittals shall be e-mailed to:

Fawn Cottrell, Contract Processor

[FCOTTREL@oneidanation.org](mailto:FCOTTREL@oneidanation.org)

And

[SVANDENH@oneidanation.org](mailto:SVANDENH@oneidanation.org)

**5. SELECTION PROCEDURE**

5.1. The completed Proposal Form will be reviewed for completeness to determine if all submission requirements were met. Failure to submit complete documents may result in the Proposal being rejected. In the event that all Proposals are judged incomplete, the ONEIDA NATION reserves the right to select the Proposal(s) which in its opinion most nearly meets all the requirements of this Request for Proposals.

5.2. The completed Proposal Forms will be reviewed and scored by each Selection Committee member. The criteria for scoring are based upon the Proposal requirements identified in paragraph 5.3. The highest scoring firm will be invited to begin the contract award process.

5.2.1. In the event the Selection Committee does not have consensus that the high scoring firm is the appropriate choice, then the Oneida Nation reserves the right to invite the two or three highest scoring firms to be interviewed by the Selection Committee.

5.3. The criteria for scoring are based upon the submittal requirements identified on the Proposal Form with the following relative importance of the criteria:

<b>Criteria</b>	<b>Weighted Score</b>
Proposal Form properly completed	15
Proposed Project Team	15
Experience with Oneida Nation	10
Related experience of Design-Build firm	25
Indian Preference <ul style="list-style-type: none"> <li>- Percentage of employees who are enrolled members</li> <li>- Percentage of work by certified Indian-Owned companies</li> <li>- Lead Firm certified Indian-Owned</li> <li>- Past Performance on compliance with law of Lead firm</li> </ul>	25
Design-Builder GMP	50
Total Possible Score:	140

5.4. All firms submitting proposals will receive a summary of the scoring results.

## **6. CONTRACT REQUIREMENTS**

6.1. The selected firm will execute an Oneida Nation Standard Construction Agreement with a Guaranteed Maximum Price (GMP).

6.2. The firm selected for this contract will be required to obtain an Oneida Vendor's License, prior to being given notice to proceed with the work. The annual fee for the license is due upon application, contact the Oneida Licensing Department at 920-496-5311.

6.2.1. An Oneida Vendor's License is not required for submission.

6.3. Oneida Indian Preference Law; basically this law requires contracts entered into by the Oneida Nation must apply Indian Preference for goods and services. Preference is intended to give an advantage to Indian-owned companies and Native American employees in contracting. It is our practice to include Indian Preference as one of the scored selection criteria. Firms utilizing Indian-owned

consultants, employing tribal members, and/or Indian-owned firms will receive scores in the Indian Preference category.

6.3.1. The firm selected for this contract will be contractually obligated to abide by the ONEIDA NATION's Indian Preference in Contracting Law. A Copy of which is included in the Scope of Work document.

## **7. SCHEDULE**

7.1. The following schedule shall be used for this solicitation (subject to change due to required approvals):

May 18, 2018	Request for Proposals (RFP) issued.
June 19, 2018	Proposals due at Oneida Engineering Department.
June 26, 2018	Notification to Contractors of selection.
July 25, 2018	Selected Contractor to receive signed contract and can begin design/ work.
December 28, 2018	Substantial Completion.

## 8. APPENDIX

# Oneida Nation

## Exhibit A to Standard Construction Agreement

< date >

### Compensation and Payment

1. The Guaranteed Maximum Price is:

- |                          |         |
|--------------------------|---------|
| a. GMP:                  | \$ 0.00 |
| b. <u>Alternates??</u> : | \$ 0.00 |
| c. Total GMP:            | \$ 0.00 |

2. Payments on account of services rendered and for Reimbursable Expenses incurred shall be made monthly upon presentation of the Contractor's statement of services in a format acceptable to the Oneida Nation.

3. Retainage of 5% will be withheld from each payment request.

4. See Exhibit F – Design Builder's Proposal – Dated: ??, , consisting of ?? pages.

### Scope of Work

5. The Scope of Work shall be:

- a. See Exhibit E – Project Scope – Dated May 18, 2018, consisting of ?? pages.

### Schedule of Exhibits

6. Exhibit A – This page.
7. Exhibit B – Oneida Nation Insurance Requirements.
8. Exhibit C – Consultant/Contractor Conflict of Interest Disclosure Form.
9. Exhibit D – Non-Disclosure and Confidentiality Agreement, ?? pages.
10. Exhibit E – Project Scope – Dated May 18, 2018, ?? pages.
11. Exhibit F – Design-Builder's Proposal – Dated ??, ?? pages



Oneida Nation - Engineering Department  
**Proposal Form**

State Farm Grazing Project #17-014

Proposal Submission Date: **Before 2:30 PM on June 19, 2018**

Email the completed Proposal Form (as a PDF File) to:

To: Sam VanDen Heuvel, Construction Project Manager  
[svandenh@oneidanation.org](mailto:svandenh@oneidanation.org)

Fawn Cottrell, Contract Processor  
[fcottrel@oneidanation.org](mailto:fcottrel@oneidanation.org)

Submitted by:

Company Name:

---

Full Address:

---

---

Telephone:

---

E-Mail Address:

---

Oneida Nation - Engineering Department  
**Proposal Form**

State Farm Grazing Project #17-014

1.	Identify the makeup of the firms on the team that will be utilized on this project, including any consultants or subcontractors that will be included as part of the team. Attach information on structure of each firm/ company and brief resumes of assigned personnel.	
	Firm Name:	Description of services provided:
		Architectural Design (Pump House)
		Civil Design
		General Construction/Design-Builder
		Plumbing Design-Build
		Electrical Design-Build
		Earthwork
2.	Has your firm previously completed a construction contract for the Oneida Nation? (Yes or No).	
	If Yes, List projects and year completed ( <i>attach additional sheets if necessary</i> ).	

Oneida Nation - Engineering Department  
**Proposal Form**

State Farm Grazing Project #17-014

3.	Denote examples of past commissions of the type and scale to the present project. ( <i>attach additional sheets if necessary</i> ).
	Completed by the <b>Design-Build</b> Team.
<p>Specifically identify agricultural related projects.</p>	

# Oneida Nation - Engineering Department Proposal Form

State Farm Grazing Project #17-014

4.	Identify the following relative to the Oneida Indian Preference Law ( <i>attach additional sheets if necessary</i> ):	
a.	<ol style="list-style-type: none"> <li>1. Denote <b>the total numbers of management and design employees</b> that will be assigned to this project under the contract (including consultant employees) and identify their title. Under Tribal affiliation indicate employees proposed to be assigned to the contract that are: enrolled members of the Oneida Nation, First generation descendants of an enrolled member of the Oneida Nation, or enrolled members of other federally-recognized Indian tribes.</li> <li>2. IDENTIFY ALL MEMBERS OF THE MANGEMENT AND DESIGN STAFF WHETHER TRIBAL OR NON-TRIBAL. Do not include construction field personnel, other than Project Manager and Superintendent.</li> <li>3. Attach a copy of Tribal Id's for any individuals denoted below with a tribal affiliation.</li> </ol>	
Number of Positions assigned:	Firm Name & Position Title:	Tribal Affiliation (include person name if tribal):
<i>Examples:</i>	<i>Examples:</i>	<i>Examples:</i>
1	ABC Architects - Project Architect	Joe Native – Oneida
2	ABC Architects - Architectural Drafter	Non-tribal
1	DEF Engineers – Structural Engineer	Sue American – Menominee
1	GHI Contractors – Project Manager	Non-tribal
1	GHI Contractors – Superintendent	Fred Sun - Oneida
?	<b>TOTAL number of employees assigned under this contract (as noted above).</b>	

# Oneida Nation - Engineering Department Proposal Form

## State Farm Grazing Project #17-014

<b>b.</b>	1. All firms proposed to be utilized on the contract that is: certified as an Indian-owned Business by the Oneida Indian Preference Department. Fill in the table below to include: all firms included in your proposal, general title of their scope of work, and what percentage of the total scope that firm will be responsible for completing.		
<b>Firm Name:</b>	<b>Certified Indian-Owned (yes or no):</b>	<b>Scope of Work</b>	<b>Percentage of Work</b>
<i>Examples:</i> ABC Architects DEF Company GHI Contractors	<i>Examples:</i> No Yes No	<i>Examples:</i> Architectural Design HVAC Design & Construction General Construction	<i>Examples:</i> 5% 10% 85%

<b>5.</b>	Identify professional references (name, address, phone number).	

Oneida Nation - Engineering Department  
**Proposal Form**

State Farm Grazing Project #17-014

6.	Identify the firm's Guaranteed Maximum Price (GMP) value:	
Division 01	General Requirements	\$
Division 03	Concrete	\$
Division 05	Metals	\$
Division 06	Wood, Plastics, and Composites	\$
Division 07	Thermal and Moisture Protection	\$
Division 08	Openings	\$
Division 09	Finishes	\$
Division 10	Specialties	\$
Division 11	Equipment	\$
Division 22	Plumbing	\$
Division 26	Electrical	\$ 60,000.00 Allowance
Division 31	Earthwork	\$
	GMP Contingency	\$ 20,000.00
	Design-Builder Fee	% \$
Allowances:	Design & Construction of (2)- Pump Houses	\$ 40,000.00
	Civil Design Services	\$ 10,000.00
	Automatic Watering Equipment	\$ 3,000.00
	<b>Total GMP:</b>	\$
Alternates:	Construct (1)- additional 30' x 370' barn	Add of: \$
	Construct (2)- additional 30' x 370' barns	Add of: \$
	Owner provided fill material	Deduct of: \$

*Note: Divisions 02 Existing Conditions; 04 Masonry, 12 Furnishings, 21 Fire Suppression, 23 HVAC, 27 Communications & 28 Electronic Safety and Security N.I.C.*

\_\_\_\_\_  
 (Signature - Authorized signing officer)

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 (Printed Name and Title)