

## **HOH INDIAN TRIBE**

**P.O. Box 2196 • Forks, WA 98331**

**Phone: (360) 374-6582 • Fax: (360) 374-5426**

### **REQUEST FOR PROPOSALS (RFP)**

Repairs – 195 Chalaat Loop

#### **I. Introduction**

The Hoh Tribe invites qualified and licensed contractors to submit proposals for repairs at Repairs – 195 Chalaat Loop. Work must meet professional standards, Tribal policies, and applicable federal procurement requirements.

#### **II. Scope of Work**

General:

- Repair siding as needed
- Paint exterior of home
- Fix space between chimney and ceiling
- Check fireplace for proper ventilation
- Install CO2 detectors
- Install smoke detectors
- Repair porch
- Repair or install new gutters
- Repair heating system

#### **III. Proposal Requirements**

- Firm qualifications and experience with Tribal and/or federally funded projects
- Project team and key personnel (role, availability, credentials)
- Approach to performing the Scope of Work and meeting schedule
- Project schedule with key milestones
- Detailed, itemized fee proposal including labor, materials, permits, taxes, contingencies

- At least three (3) references for comparable projects

#### **IV. Evaluation Criteria**

- Completeness of proposal
- Experience and past performance with similar projects
- Ability to meet required deliverables and specifications
- Cost and overall value
- Demonstrated quality of services
- References
- Proof of current licensing and bonding

#### **V. Preference Policies**

- Indian Preference – Preference shall be given to Indian-owned and tribally certified businesses; documentation required.
- Small Business Preference – Additional points for SBA-certified or Tribal-certified small businesses.
- Women-Owned / Minority-Owned Business Preference – Additional evaluation points for WOSB, MBE, WBE, DBE certified firms.

#### **VI. Pricing Requirements**

- All prices must be itemized in U.S. dollars.
- Prices must include all taxes, materials, labor, equipment, mobilization, and disposal.
- Identify any contingencies or allowances clearly.

#### **VII. Submission Instructions**

Submit proposals electronically to: [Britni.duncan@hohtribe-nsn.org](mailto:Britni.duncan@hohtribe-nsn.org)

Attention: Britni Duncan, Health & Family Services Director, Interim Housing Director (360) 780-0399

Deadline: Close of Business – April 10, 2026

- Proposals must be submitted electronically as a single PDF.
- Vendors are responsible for confirming receipt before the deadline.
- Questions must be submitted via email.

## **VIII. Compliance & Tribal Provisions**

- MBE/WBE/DBE Affirmative Steps – The Tribe will take reasonable steps to ensure MBE/WBE/DBE participation without infringing on Indian Preference.
- Debarment & Conflict of Interest – Firms must comply with 2 CFR Part 200.319 and not be listed on the federal debarment list.
- Background Investigation – Selected firm must pass a background investigation confirming non-debarment.

## **IX. Additional Information**

A site visit may be arranged upon request. The Tribe reserves the right to reject any or all proposals, to waive informalities, and to accept the proposal deemed in the best interest of the Tribe.