

NAVAJO TRIBAL UTILITY AUTHORITY
FORT DEFIANCE, ARIZONA

PREQUALIFICATION DOCUMENTS

FOR

GENERAL CONTRACTOR

FOR

**NAVAJO TRIBAL UTILITY AUTHORITY
KAYENTA DISTRICT OFFICE, WAREHOUSE AND VEHICLE
SHOP**



Post Office Box 170
Fort Defiance, Arizona 86504

May 4, 2026

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ADVERTISEMENT FOR GENERAL CONTRACTOR PREQUALIFICATION

Subject to the conditions established by the Navajo Tribal Utility Authority (Owner), this advertisement solicits the submission of prequalification documents from General Contractors for the following scope of work:

**NAVAJO TRIBAL UTILITY AUTHORITY
KAYENTA DISTRICT OFFICE, WAREHOUSE AND VEHICLE SHOP
Kayenta, Arizona**

PREQUALIFICATION OF PROSPECTIVE CONTRACTORS: Owner has determined that General Contractors who submit bids on this Project must be prequalified. The complete Prequalification packet will be provided as stated below, to interested Contractors. The Owner will shortlist Prequalified Contractors, who will be invited to bid on the project for the general contract for construction.

DESCRIPTION OF THE WORK: The Navajo Tribal Utility Authority (NTUA) is an enterprise of the Navajo Nation government. NTUA intends to develop a new facility to replace existing infrastructure that currently supports its operations. The proposed district office facility will be situated along US-160, east of the existing Kayenta Health Center, Kayenta, Apache county, Arizona.

The proposed district office is programmed at approximately 16,430 gross square feet and will include a lobby and reception area; administrative offices (both open and private); conference rooms; server and file rooms (active and archival); workrooms; kitchenette and break areas; staff and public restrooms; mechanical and electrical rooms; and general storage. The facility is designed as a single-story structure and will incorporate on-site parking, delivery areas, and access drives. In addition, the project includes the development of a vehicle shop and warehouse totaling approximately 12,075 gross square feet. This component will include a lobby, administrative offices, break areas, storage rooms, warehouse space, and a vehicle maintenance shop.

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The site work includes general grading/drainage, utility extensions and connections, fire protection water storage tank, landscaping, pavement, and walks.

PREQUALIFICATION OF PROSPECTIVE CONTRACTORS: The Owner has determined that only pre-qualified General Contractors will be eligible to submit bids for this Project. The complete Prequalification Packet will be made available to interested Contractors as outlined below. Following evaluation, the Owner will establish a shortlist of Prequalified Contractors who will be invited to submit bids for the general construction contract.

The Owner seeks to engage qualified General Contractors who demonstrate both the capability and commitment to collaborate effectively with NTUA and its design team, providing the expertise and services necessary to successfully achieve the Owner's objectives for this project.

Prequalification documents will be made available to interested firms on Monday, May 4, 2026, at 10:00 a.m. MDT, at the following location:

NAVAJO TRIBAL UTILITY AUTHORITY
ATTN: Avis Jimm, Purchasing Department
North Navajo Route 12
Fort Defiance, Arizona 86504

A Prequalification Conference will not be conducted for this project. Interested Contractors are encouraged to visit the site to familiarize themselves with existing conditions. A log of Contractors who obtain Prequalification Packets will be maintained at the Owner's office and will be available for public inspection.

Prequalification submittals required for consideration to bid on the project must be received at the same location no later than Monday, May 18, 2026, at 2:00 p.m. MDT. Submittals received after the stated deadline will not be accepted.

All information provided will be treated as confidential to the extent permitted by applicable law.

QUESTIONS: Only written inquiries will be accepted; telephone inquiries will not be accommodated. All questions must be submitted in writing no later than Monday, May 11, 2026, at 5:00 p.m. MDT. Inquiries may be sent electronically to Avis Jimm, Contract Administrator, NTUA Purchasing Department, email: avisj@ntua.com, telephone: (928) 729-6243.

All information requested within the prequalification forms must be fully completed and submitted for a Contractor's response to be deemed responsive to the prequalification requirements.

GENERAL DESCRIPTION OF WORK

The proposed buildings will house several departments, which provide administrative and technical service on behalf of NTUA, which has contracted Dyron Murphy Architects, P.C. to design this new complex.

The site work includes general grading/drainage, utility extensions and connections, fire protection water storage tank, landscaping, pavement, and walks.

Sustainable design features include low-VOC materials, low flow fixtures, and rapidly renewable materials. Green technologies, sustainable design, and environmentally friendly practices will be incorporated into all aspects of design and construction of the building where most feasible.

The Construction Phase is estimated to begin in September 2026, for duration of 16 months.

Dyron Murphy Architects, PC, Albuquerque, New Mexico is architect of record for this project.

SEQUENCE OF EVENTS

Pre-Qualification Response Period:	May 4, 2026 – May 18, 2026
Deadline for Written Questions:	May 11, 2026, by 5:00 pm MDT
Issuance of Responses to Inquiries:	May 13, 2026, by 5:00 pm MDT
Proposals Electronically Due to NTUA:	May 18, 2026, by 2:00 pm MDT
Review of Submittals by Owner:	May 19, 2026-May 26, 2026
Notification of Shortlist of Contractors:	May 27, 2026
Release of Construction Documents:	June 17, 2026 (estimated)
Bids Due to Owner:	July 21, 2026
Contractor Selection:	August 24, 2026

EVALUATION CRITERIA

A uniform evaluation procedure will be applied in accordance with applicable law, to evaluate those firms desiring to be prequalified to propose the work on this project. Only firms meeting **all** of the following criteria will be included on the list of prequalified Contractors.

Qualifications will include evaluation and verification of contractor's or entity's evidence and history of proper licensing, ability to secure required bonding, and financial ability.

The relevant experience of the firm/entity and the history of the entity and organization will be evaluated. Include the firm's experience in successfully completing comparable projects of similar size, scope and complexity on the Qualifying Experience and Expertise forms.

To become prequalified to bid on this project, Contractors shall submit a complete Prequalification Submittal to the Owner confirming that **all** the following criteria are met. All written material required must be supplied at the time of this submittal.

The Prequalification Scoring Sheet document which the Owner will use to evaluate prequalification status submittals is published herein. This document is made available for prospective General Contractors' information. See attached sample Scoring Sheet.

Prospective General Contractors are advised that if they cannot meet the first five requirements listed on the Prequalification Analysis, it is likely their firm will be determined to be NON-PREQUALIFIED for this project. Further, the Qualifying Experience and Expertise and Construction Challenge responses will be scored. To become prequalified to bid, Contractors must achieve at least **85** points out of **100**.

Further, submission of an incomplete and/or unclear Prequalification Response is also likely to result in the determination of the prospective General Contractor as NON-PREQUALIFIED for this project.

The Owner reserves the right to request, receive and evaluate supplemental information after the above time and date at its sole determination.

The General Contractor must:

- A. Possess a current Arizona, New Mexico, or Utah Contractor's License designation "GB,"
- B. Complete all of the information requested in the Contractor Information form,
- C. Complete all questions in the Qualifying Experience and Expertise form.
 - The Contractor must submit at least three (3) comparable projects substantially completed in the last ten (10) years. At least two (2) of the projects must include experience as General Contractor during construction phase on the same project.

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- A comparable project is defined as a project with two or more of the following characteristics. While it is not required that each of the submitted projects demonstrates each of the following characteristics, the submitted projects, considered in aggregate, must demonstrate the full range of listed characteristics.
 - New office buildings containing administrative offices, quality architectural finishes and casework, conference spaces, high technology components, warehouses, and vehicle shops at a construction cost of \$12,000,000 or greater (current dollars).
 - Demonstrates the Contractor's participation in development and successful delivery of innovative architectural and/or structural forms, systems, and/or procurement approaches.
 - Equivalent level of technical complexity in specialized materials, mechanical, plumbing, and electrical systems, including sustainable designed systems and materials.
- D. Provide an example of the Contractor's substantial contribution, working with owner and design team, to meet a unique and innovative **construction challenge** that was fundamental to the project success. This project should be of comparable scale and complexity to the proposed project.
- E. Provide a narrative on how the Contractor will work with the Owner and design team to minimize change orders during construction. Provide examples on previous projects on how this was achieved.
- F. Provide a statement on how the Contractor will provide opportunities for subcontracting and employment/training of Native Americans on this project (Indian Preference). If the Contractor is submitting this qualification statement as an entity seeking Indian Preference, it must include the following:
- Proof of corporate ownership, minimum of 51%, of the submitting entity. (If submitting as a Joint-Venture, provide management structure showing Indian management/control of JV).
 - Bonafide Certificate of Indian Blood of primary owner claiming Indian Preference certification.
- G. Provide copies of all notarized statements and/or certifications requested.

SUBMITTAL REQUIREMENTS

An Original proposal (marked 'Proposal') included as a **stand-alone PDF document file**, clearly marked. Total proposal information materials shall be limited to **twenty-five (25)** numbered pages of text, no smaller than 11-point font and/or graphics. Any supporting documentation and supplemental information may be included in subsequent appendices and shall not be counted against the page limit. Each page of the proposal shall consist of the company name and page numbering.

NTUA will accept hand-carried proposals and delivery can be made as follows:

NAVAJO TRIBAL UTILITY AUTHORITY
ATTN: Avis Jimm, Purchasing Department
North Navajo Route 12
Fort Defiance, Arizona 86504

Proposal submissions are due at 2:00 p.m. MDT, Monday, May 18, 2026. NTUA will not accept any mailed (FedEx/UPS) proposals. Submittals received after the specified time and date will not be considered and will be returned unopened to the sender. **THIS SUBMISSION DEADLINE WILL BE STRICTLY ENFORCED.**

Preference will be applied in accordance with the Navajo Business and Procurement Act (12 N.N.C.1501 et seq.); the Navajo Nation Procurement Act (12 N.N.C. 301 et seq.); the Navajo Nation Business Opportunity Act (5 N.N.C. 201 et seq.). and other applicable statutory and regulatory requirements.

1. Proposers must submit evidence of their Preference Priority Certification, if applicable.
2. In the subject line of the proposal electronic submittal, include by indicating whether the proposer is a Priority #1, Priority #2 preference business.
 - a. Subject: "name of RFQ project – PROPOSAL (Priority #1)"

Rejection of Proposals: NTUA reserves the right to reject any or all proposals and to waive informalities in the proposals received, including (without limitation) waiving the deadline for proposals, whenever such rejection or waiver is in the best interest of NTUA. NTUA reserves the right to reject any proposal based on deficient past performance, including projects conducted with NTUA, other Navajo Nation agencies, the federal, state or local governments, or any commercial project.

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The following Prequalification Approval Checklist is for contractor's use. A complete Prequalification Submittal Package consists of **ALL** of the following:

- _____ Contractor Information form;
- _____ Contractor Qualifying Experience and Expertise form with attachments;
- _____ Statement of Unique Construction Challenge;
- _____ Completed Documents with Attachments:
 1. Organization's Financial Statements (Attachment 1a)
 2. Organization's Bonding Capacity (Attachment 1b) – *Must be Notarized*
 3. Declaration of Non-Surety Completion (Attachment 2)
 4. Certification Regarding Debarment and Suspension (Attachment 3)
 5. Proof of Indian Ownership, if seeking Indian Preference, with required supporting documentation.

CONTRACTOR INFORMATION

1. ORGANIZATION INFORMATION

Name: _____

Address: _____

Name of Primary Contact: _____

Principal Office Address: _____

() Corporation () Partnership () Sole Proprietorship () Joint Venture

() Other: _____

a. Indicate number of years organization has been in business as a Contractor:
_____ years.

b. Indicate number of years organization has been business under its present name
_____ years.

c. Under what former name(s) has the organization operated:

d. Organization's Communication Information:

Phone Number: _____ Fax Number: _____

Email address/Website: _____

2. LICENSING

a. Name of License Holder (or qualifying party) exactly as on file with the State of Arizona, New Mexico, or Utah:

b. License Number: _____ c. Classification: _____

d. License Code: _____ e. Issue Date: _____

f. Expiration Date: _____

3. KEY PERSONNEL EXPERIENCE

Please note more consideration will be given to those meeting or exceeding the required qualifications below:

- a. Does your Project Superintendent/Project Foreman have the following minimum qualifications and experience? (Attach resume(s) if Superintendent and Project Foreman are two different people).

1.) At least ten (10) years experience in the construction industry?

☐ Yes, Number of Years: _____ ☐ No

2.) Experience on at least one (1) construction type similar to the one proposed?

☐ Yes, Number of Projects: _____ ☐ No

3.) Experience as a Project Superintendent/Project Foreman on one (1) or more construction projects of 50,000 square feet or more?

☐ Yes, Number of Projects: _____ ☐ No

- b. Does your Organization have a Quality Control/Quality Control (QA/QC) Manager?

☐ Yes ☐ No

Name: _____

Yrs. w/Organization: _____

Present Position: _____

Yrs. at Position: _____

- c. Does your Organization have a written Quality Assurance Program?

☐ Yes ☐ No

If yes, please provide a copy of the written Program.

- d. Does your Organization have a written Construction Safety Program?

☐ Yes ☐ No

If yes, please provide a copy of the written Program.

4. PROJECT MANAGEMENT PLAN

Provide a written statement on your organization's intended staffing (organizational chart), technical approach, and hiring plan.

5. OFFERER'S COMMENTS

Additional written explanation(s) or comments required for clarification of items contained in the Statement of Qualifications.

CONTRACTOR QUALIFYING EXPERIENCE AND EXPERTISE

Experience on similar projects valued at \$ 12.0 million or more since 2016

Complete one form for each project.

PROJECT DESCRIPTION:

Project Name: _____ Building Area (SF): _____

Location: _____ Contact Name: _____

Owner: _____ Contact Phone: _____

Project Superintendent: _____

New Construction (___) Building Addition (___) Building Renovation (___)

Design Professional: _____ Contact Name: _____

The Contractor must submit at least three (3) comparable projects substantially completed in the last ten (10) years. Each project submitted must have at least one of the following, although additional points will be awarded if multiple projects exhibit these qualities:

- New office building containing administrative offices, quality architectural finishes and casework, conference spaces, and high technology components at a construction cost of \$ 12,000,000 or greater (current dollars).
- Demonstrates the Contractor's participation in development and successful delivery of innovative architectural and/or structural forms, systems, and/or procurement approaches.
- Equivalent level of technical complexity in special materials, mechanical, plumbing, and electrical systems, including sustainable designed systems and materials.

Failure to provide current Owner Contact information may result in the determination of the Contractor as NON-PREQUALIFIED.

A copy of the completed form may be sent to the Owner's contact to verify the information you have provided.

1. a. Did this project include at least 51% self-performed work? YES [] NO []

If yes, please explain _____

b. Was this project designed with sustainable features? YES [] NO []

c. Did this project involve a remote site? YES [] NO []

d. Did this project include extensive infrastructure buildout? YES [] NO []

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e. Did this project include specialized foundation systems? YES [] NO []

If yes, describe: _____

f. Were Davis-Bacon wages utilized? YES [] NO []

If not, qualifying scale for wages: _____

2. Provide a brief written description and photographs of this project including all typical conditions and elements of the project.

3. Contract Type: () Competitive Bid () Negotiated Lump Sum () Guaranteed Maximum Price () Design-Build () Other: _____

4. a. Contract Amount at award: \$ _____

b. Contract Amount at completion: \$ _____

5. a. Original Contract Completion Date: _____

b. Final Contract Completion Date: _____

6. Provide a percentage of work completed by Contractor's own forces and Subcontractors

a. Own Forces: _____ %

b. Subcontracts: _____ %

TOTAL: 100%

7. Were liquidated damages assessed on this project?

() Yes Days: _____ Amount Assessed: \$ _____ () No

8. Customer satisfaction: how was this measured?

() Survey () Not Measured

Results: (include copy of customer's written comments, if applicable).

9. Explain why this project meets one or more of the comparable project requirements.

ATTACHMENT 1

ORGANIZATION'S FINANCIAL STATEMENTS

Name of Contractor *(Name must correspond exactly with Contractor's License)*

1. Financial Statements and Supplementary Information

a. Information you must submit includes (Attachments 1a):

- 1) Annual Revenue for the years 2021 through 2025.
- 2) Schedule indicating contracts which have been awarded to you and reconciling the original award, any amendments, completed portion and uncompleted portion of such contracts. This is your backlog of work awarded but not yet completed construction of.

b. Surety and Bonding Requirements (Attachment 1b):

Attach a *notarized* statement from the bonding company your company proposes to use for this project, indicating their commitment to provide a performance and payment bond for the full amount of the contract.

ATTACHMENT 2

DECLARATION OF NON-SURETY COMPLETION

Submit this page for a certification declaring that the applying Contractor has not had a surety company finish work on any project within the last ten (10) years.

I, _____, authorized agent of _____,
(Name of Organization)

hereby certify, under penalty of perjury under the laws of the State of Arizona that the organization has not had a surety company finish work on any project within the last ten (10) years.

Signed: _____

Dated: _____

ATTACHMENT 3

Certification Regarding Debarment and Suspension

Applicant acknowledges that to the best of his/her knowledge that their company and principal participants on this contract:

1. Are not debarred, suspended, or otherwise slated for debarment, ineligible and/or excluded from participation of Federal, State, and Tribal Government contracts etc.
2. Are not presently nor have been under criminal indictment or civilly charged by a governmental entity (Federal, State, and Tribal Government) for fraud, forgery, falsification, theft, bribery, destruction of records, receiving stolen property and other criminal offenses in the administration of a government contract.
3. Have not been terminated for cause or convenience by a governmental entity in the administration of a government contract (Federal, State, and Tribal Government).
4. If the Navajo Tribal Utility Authority determines that the Certificate provided herein is not true, it will be grounds to terminate the contract and pursue other legal remedies.

Applicant's Address

Name & Signature of Applicant

Type or Print Name

Signature / Date