

Request For Proposal
Whippoorwill Chapter

PROJECT: TO DESIGN A MASTER PLAN FOR WHIPPOORWILL CHAPTER TRACT TO BEST SITUATE AND FULLY UTILIZE LIMITED CHAPTER ACREAGE

Whippoorwill Chapter is soliciting proposals for professional services (Consultant) to assist the Chapter Officials to updated plan that will serve as a guide in considering policy changes, land use planning, budget preparation and capital improvement planning for Whippoorwill's future. The Consultant shall investigate and design chapter tract to situate structures, building and align utility lines; water, wastewater, leech field, power line, fiber optic and gas line to fully utilize limited chapter space. If necessary, the chapter ground may require moving dirt/soil to add more useable space.

Whippoorwill Chapter is in the heart of Navajo Nation, two miles south on Indian Service Route 61 from junction N4 and Indian Service Route 61. The Whippoorwill Chapter was certified as chapter government by Navajo Tribal Council on August 31, 1979. The official land withdrawal was approved by then Navajo Tribal Council Advisory Committee on February 16, 1984. In 2014 of December 2nd, the Whippoorwill Chapter's Five Management System was approved by Resource and Development Committee as a Certified Local Governance Chapter as defined at 26 Navajo Nation Code.

Since the initial land withdrawal, the past Chapter officials immediately brought in infrastructure to chapter site and immediately began the governmental service for the people. Recently the chapter increased its land base only by five acres. With an approval from the landuser, the chapter planned to improve the increased acreage to utilizes available area.

The Master Plan shall provide a layout of land designed to accommodate all aspect of government or chapter operation, property, infrastructure, access, and outlet, and in details follow the list of goals and objectives that should be considered when developing the Plan. This outline is not complete, but the Consultant shall include in the proposal any tasks and services deemed necessary to satisfactorily complete the project:

1. Ability for future development and allow full range of development and planning.
2. Consideration of impacts to adjacent structures or residence
3. Avoid future unnecessary cost impact
4. Consider Dine traditional concept and practices
5. Landscapes and use of local natural plants or rocks
6. Ground leveling
7. Parking lot, street, open area for picnic/playground
8. Staff's Safety and Security
9. Easy access/exit for emergency (fire truck, police, ambulance, etc.)
10. Drainage and erosion control
11. Consider retaining walls to control slopes

12. Traditional concept design
13. Waste disposal site, public water point, storage area for construction supplies

The Whippoorwill reserves the right to reject any or all proposals, to waive any non-material irregularities or information in any RFP.

Proposal Evaluation and Selection

Proposals will be reviewed using a quality-based evaluation process. The Whippoorwill Chapter Official, Chapter Manager and Planner will evaluate each proposal based on the documentation requested herein, utilizing criteria, which includes, but not necessarily limited to or in the order of, the following:

- A. The proposal's responsiveness to the RFP (format, capabilities, work program, approach, clarity, ability to meet proposed schedule, etc.)
- B. Apparent specialized experience and technical competence of the firm and its personnel in the required disciplines, including a thorough knowledge of the legal, federal, state, and local land use statutes and regulations.
- C. The qualifications and experience of personnel committed to the project.

Once the highest quality proposals have been identified, the staff will contact, and schedule interviews. The Staff and Chapter Officials will recommend the highest-ranking firm for selection. The Staff and Chapter Officials reserve the right to hold a second interview with firms to discuss the bid price and negotiate the bids with prospective consultants.

To help us understand your proposals, the bidders are advised to be clear and to follow the suggested outline below in responding to our proposal. Proposals that do not follow the outline, or do not contain the required information, may be considered as unresponsive proposals.

Format for Proposals:

Proposal should be clear and concise, and should be structured in the following order:

- A. Letter of Transmittal
- B. Executive Summary
- C. Brief organizational profile, including background and experience of the firm.
- D. Summaries previous project include reference contact information which are similar to our scope of work.
- E. Explanation in detail of proposed services in sequences or order of Proposed Scope of Services in completing the Master Plan
- G. Personnel resumes who will be preparing the plan.

H. Cost estimates of the final Master Plan result and if possible, the construction cost associated in completion plan per Master Plan.

Proposal Submission

All responses to this RFP must be received in a sealed envelope and clearly marked “WHIPPOORWILL MASTER PLAN PROPOSAL” by 4:00 PM, on October 19, 2022, to be eligible for consideration. Proposals shall be submitted to:

ATTN: Mareita Denny, Chapter Manager
P.O. Box 279
Pinon, Az 86510
(928) 725-3728/3727

The proposal package should have an extra copy and bid opening will be on October 19, 2022, Wednesday at 4:00 PM in the Chapter’s Conference Room.

Contractor must be on latest Navajo Nation Business Opportunity Source List and certified by Navajo Nation Business Regulatory Department. Contractors are required to attach all documents to verify the firm is in Source List, i.e., Priority assignment, Insurance, and other supporting documents and to be included in the bid proposal.

Revisions to the Request for Proposal

If it becomes necessary to revise any part of the RFP, the addendum outlining the changes will be send to all those who received original proposal based on reference list. Any questions call (928) 725-3727/3728

- NOTES:
- All Ground Distances Around Tract.
 - All Distances and Bearings are in Feet.
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DATE	BY	REVISION	DESCRIPTION
11/28/22	ML	1	INITIAL SURVEYING DATA

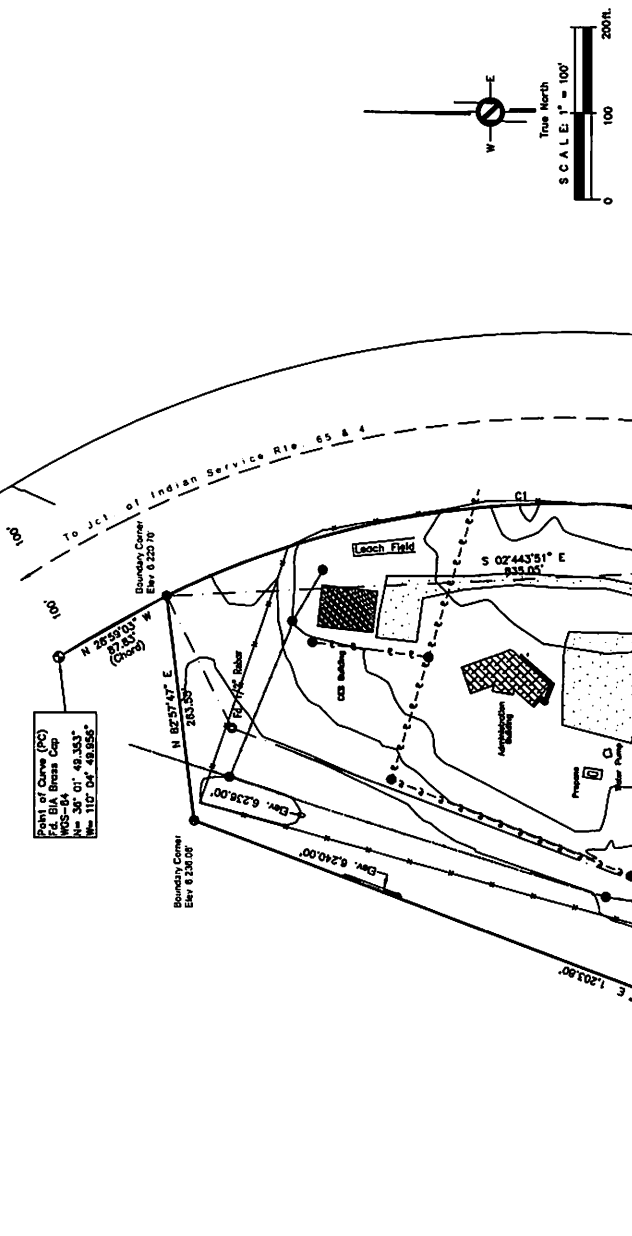
TNT (See Note 3)

LEGAL DESCRIPTION OF WHIPPOORWILL CHAPTER HOUSE TOPOGRAPHIC CONTOUR FOUR (4) FEET INTERVAL

A PARCEL OF LAND SITUATE WITHIN THE SOUTHWEST QUARTER (SW/4) OF SECTION 4, T30N, R21E, G&S.R.M. IN THE VICINITY OF WHIPPOORWILL, NAVAJO COUNTY, STATE OF ARIZONA AND WITHIN THE NAVAJO NATION LAND MANAGEMENT DISTRICT 10 AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEING 15.11 ACRES) MORE OR LESS, IN AREA AS CALCULATED BY COMPUTER SOFTWARE AND BEING SUBJECT TO ALL EXISTING EASEMENTS AND/OR OTHER EXISTING LEGAL RIGHTS OF POSSESSION LOCATED THEREIN.

SURVEYED: APRIL 8 & 17, 2022



Point of Curve (PC)
F.L. B.A. Brass Cap
N= 30° 01' 50.373"
W= 110° 04' 47.872"

Point of Curve (PC)
F.L. B.A. Brass Cap
N= 30° 01' 49.343"
W= 110° 04' 49.855"

Point of Beginning
Point of Tangent (PT)
F.L. B.A. Brass Cap
N= 30° 01' 49.343"
W= 110° 04' 49.855"

Point of Tangent (PT)
F.L. B.A. Brass Cap
N= 30° 01' 39.849"
W= 110° 04' 46.874"



L. Leonard L. Yozzo, Sr., a duly qualified Registered Professional Land Surveyor under the laws of the State of Arizona and the Navajo Nation, do hereby certify that this survey was conducted by me or under my direct supervision.

Expires: 8/30/2025

LEGEND

- U.S.B.L.M. Brass Cap
- Light Pole
- 1/2" Rubber (F.L.) Old Dimpled Corner
- Corner Inside Solid
- 1/2" Rubber (F.L.) New Dimpled Corner
- Corner Outside Solid
- M.B.A. Brass Cap with Old Cap
- Subdivided
- Lot Boundary
- 1/2" Rubber (F.L.) New Dimpled Corner
- Old View/Sign
- 1/2" Rubber (F.L.) Old Dimpled Corner
- Water Meter/Valve
- M.B.A. H/W M.B.A. Brass Cap
- Record
- Electric Box

EXHIBIT "A-1"

BOUNDARY SURVEY PLAT
WHIPPOORWILL CHAPTER HOUSE TOPOGRAPHIC CONTOUR
FOUR (4) FEET INTERVAL
15.11 ACRES) +/-
DISTRICT NO. 10, NAVAJO NATION
SOUTHWEST QUARTER OF SECTION 4
NORTHWEST QUARTER OF SECTION 9, SOUTHWEST QUARTER OF SECTION 3
NORTHWEST QUARTER OF SECTION 10, T30N, R21E, G&S.R.M.
WHIPPOORWILL, NAVAJO COUNTY, ARIZONA