



Request for Proposal (RFP)
For Pre-Qualification of Contractors for Construction Services

Purpose:

Comanche Nation is seeking proposals from qualified contractors interested in being included on a pre-approved list for future construction services. This list will serve as a pool of qualified vendors that Comanche Nation can invite to submit bids on upcoming construction and renovation projects. Being selected for this list does not guarantee work but qualifies the contractor to bid on future projects.

Company Overview:

Provide a brief introduction to Comanche Nation, including the types of construction projects that are typically undertaken (e.g., residential buildings, commercial renovations, infrastructure improvements).

Scope of Services

General Overview:

Contractors included in the pre-qualified list will be eligible to provide construction services for home renovations, HVAC, and general home repairs. Specific scopes of work will vary depending on individual project requirements.

Categories of Work:

Contractors may be selected for one or more of the following categories:

1. General Construction
2. Electrical
3. Plumbing
4. HVAC
5. Roofing
6. Concrete and Masonry
7. Specialty Trades (e.g., landscaping, painting)

Deliverables:

Contractors on the approved list will be required to submit competitive bids for individual projects as they arise.

Contractor Qualifications

Minimum Qualifications:

Contractors must meet the following minimum qualifications to be considered:

1. Valid contractor's license in Oklahoma.
2. Three (3) years of experience in the construction industry.
3. Demonstrated experience in projects of similar size and scope.
4. Bonding and insurance coverage meeting Comanche Nation requirements.



Key Personnel:

Include qualifications of key personnel who will be responsible for overseeing future projects (e.g., project managers, foremen).

Safety Record:

Provide details on the contractor's safety record, including any OSHA violations or safety awards.

Financial Stability:

Contractors must demonstrate financial stability and ability to undertake projects of varying sizes. Provide relevant financial statements, bonding, insurance certificates and references.

Proposal Requirements

Proposal Submission Format:

Proposals should be formatted as follows:

1. Cover Letter: Briefly introduce the company and its interest in pre-qualification.
2. Company Overview: Include details about the company's history, services, and areas of expertise.
3. Experience and Qualifications: Provide details of relevant experience and qualifications, including completed projects.
4. Key Personnel: Provide resumes or bios of key staff.
5. Licensing and Insurance: Provide copies of relevant licenses and insurance certificates.
6. Financial Stability: Include financial statements or references from banks or financial institutions.
7. Safety Record: Provide safety documentation, including any relevant certifications.
8. References: Provide references from at least three recent projects.

Submission Deadline:

All proposals must be submitted by **September 30, 2024**, to be considered. Late submissions will not be reviewed.

Submission Instructions:

Proposals should be submitted via [email, online portal, or physical delivery] to the following contact:

Contact Name: Adam RedElk

Email Address: adam.redelk@comanchenation.com

Phone Number: (580)-492-3291

Mailing Address: P.O. Box 908 Lawton, Oklahoma 73507

Evaluation Criteria

Proposals will be evaluated based on the following criteria:

1. Experience and Qualifications: Demonstrated ability to perform work in the relevant construction categories.
2. Safety Record: Evidence of a strong safety program and clean safety history.



3. Financial Stability: Ability to meet financial requirements for future projects.
4. References: Positive feedback from previous clients and stakeholders.
5. Licensing and Insurance: Compliance with all licensing and insurance requirements.

Pre-Qualification Process

Review Process:

Proposals will be reviewed by Comanche Nation, and contractors who meet the qualifications will be added to the pre-approved vendor list for future projects.

Notification of Selection:

Contractors will be notified of their acceptance to the list by **October 7, 2024**. Contractors who are not selected will also be notified.

Term of Pre-Qualification:

Contractors will remain on the pre-approved list until the projects are completed. Comanche Nation reserves the right to remove contractors from approved vendor list for any reason.

Invitation to Bid:

Pre-qualified contractors will be invited to bid on future projects as opportunities arise. Inclusion on the list does not guarantee work but ensures that the contractor will be considered for relevant opportunities.

Terms and Conditions

Contractual Obligations:

Contractors selected for future projects will be required to sign a standard construction contract with Comanche Nation and abide by all applicable terms and conditions.

Non-Disclosure and Confidentiality:

Contractors may be required to sign non-disclosure agreements related to certain projects.

Compliance with Laws:

All work must comply with federal, state, and local laws and regulations, including labor laws and building codes.

Contact Information

For any questions or clarifications related to this RFP, please contact Administration at (580) 492-3240.