



Yavapai-Apache Nation

Phone: (928) 567-3649

Fax: (928) 567-3994

REQUEST FOR PROPOSALS **Transit Facility Design for** **Yavapai-Apache Nation** **Transit Operation**

April 7, 2025

KEY DATES: (SCHEDULE IS SUBJECT TO CHANGE)

Deadline for Request for Clarification/Information	May 2, at 5:00 PM
Deadline for Submittal	May 30, 2025, at 5:00 PM
Selected Consultant notified	By June 20, 2025

The Yavapai-Apache Nation is a federally recognized tribe located in the Verde Valley of Central Arizona. The Yavapai-Apache Nation has operated a Public Fixed Route Transit System since 2010. During this time the transit system has operated under the direction of the Public Works Department of the Yavapai-Apache Nation and shared the facility for vehicle maintenance and storage.

This RFP is requesting proposals for the design of a stand alone transit facility. This facility would include:

- Maintenance space, equipment and vehicle lifts
- Adequate storage space for transit vehicles
- Drivers Break room
- Office space
- Best location for facility

For all RFP questions contact:

Robert Mills
Contracts & Grants
Yavapai-Apache Nation
928-567-1090
rmills@yan-tribe.org

Proposal can be submitted by email to Mr. Robert Mills at email stated above or by regular mail to:

Robert Mills
Contracts & Grants
Yavapai-Apache Nation
2400 West Datsi Street
Camp Verde, AZ 86322

All proposals whether by email or regular mail must be received by May 30, 2025

Submitted proposals must be clear, concise and complete, and adhere to the following required formatting structure.

- Proposal shall be single-spaced, using a legible font such as Times New Roman or Arial in 12-point size, on 8.5x11 pages with 1” margins.
- Proposals must be in pdf.
- Include “Yavapai-Apache Nation Transit Assessment” in the e-mail subject line if submitted by email.
- The proposal must be signed by a representative legally authorized to bind the firm and enter into a contract.

The Tribe reserves the right to reject any or all bids and waive irregularities. The Tribe will select the consultant based on the best value to the project. Selection will be based on the following evaluation criteria. Only complete proposals in accordance with this RFP will be considered.

1. Experience of firm in providing similar services for similar projects (20%)
2. Qualifications and experience of key personnel (20%)
3. Experience working with Tribe and/or other Native American communities (10%)
4. Scope of Work (20%)
5. Fee (20%)

6. Tribal Preference (10%).

1. Questions Regarding RFP

Companies may submit questions pertaining to this RFP to the Nation's POC email. Questions received after the deadline may not be answered. All oral communications will be considered unofficial and nonbinding on the Tribe.

2. Selection Process/Interviews

The Tribe will conduct an evaluation of all proposals that are received in accordance with the provisions of this RFP and reserves the right to obtain clarification at any point in the review process on the proposal or to obtain additional information. The Tribe reserves the right to award the Contract solely on the written proposal.

Interviews with proposers may be held at the option of the Tribe. An interview process may be used to clarify information contained in the Proposal but not to modify the proposal.

are responsible for monitoring subrecipient submissions of the lower tier certification and for maintaining them at the State level.

