



Yavapai-Apache Nation

Tribal Housing

P.O. Box 3310 - 1500 E. Cherry Creek Rd. – Camp Verde, AZ 86322

REQUEST FOR PROPOSAL (RFP) – CONSTRUCTION SERVICES FOR THE YAVAPAI-APACHE NATION “Helping Hands” 3 New Homes Project

The Yavapai-Apache Nation Tribal Housing department (YANTH) continues to construct new homes and community amenities. Our newest project consists of three (3) 4-bedroom homes that will be built in the Tunlii area of the Yavapai-Apache Reservation. YANTH is soliciting proposals from qualified firms/individuals for Construction Services related to the following trades:

Concrete	Solar	Roof Drainage	Electrical
Rough Framing	Plumbing	HVAC	Windows
Roofing	Painting	Bathroom Mirrors	Stucco
Stacked Stone	Insulation	Interior Finish	Drywall
Flooring	Marble Surrounds	Garage Doors	
Rain Gutters	Landscape		
Appliance installation & blinds		Cabinets and Countertops	

The architectural drawings are available for printing at Lois Blueprints in Cottonwood, AZ or for review at the Tribal Housing office located at 1500 E. Cherry Creek Road in Camp Verde, AZ. If you prefer a link to the plans, please call or email Dave Helmericks. His contact information is listed below in the Important References section.

The background, proposal requirements, and timeline are as follows: Submission of bids required no later than 4:00 pm 7/28/25

I. PROJECT DESCRIPTION

The housing project is located on the Yavapai-Apache Nation Reservation near the intersection of Hwy 260 and E. Cherry Creek Road in Camp Verde, AZ. More accurately, the homes will be adjacent to Limited Partnership #9, which is currently under construction. Funding for this project is being provided through a State Housing Trust Fund administered by the Arizona Department of Housing. Construction of these homes is expected to begin in November, 2025.

II. SCOPE OF WORK

The submissions in response to the RFP ("the Proposal") must meet the objectives and the functional requirements of the Scope of Work. Below is a basic list of objectives that must be minimally met.

1. Roof drainage underground (4" schedule 20 5 per house to 6" main tie into existing drain for TC9)
2. Foundations, driveways, sidewalks as well as site concrete.
3. Framing, siding and exterior trims.
4. Window Subcontract (energy star rated with screens)
5. Tile roofing subcontract
6. Plumbing new construction subcontract
7. HVAC subcontract
8. Electrical and low voltage subcontract
9. Insulation subcontract
10. Stucco (synthetic) and stone subcontract
11. Drywall subcontract
12. Interior finish subcontract (includes: interior and exterior doors, closet shelving and rods, door stops, towel bars and ADA toilet and bathtub bars, all base and casing interior and exterior, rear door security door. Barn doors on master bath and laundry, all door hardware and Kwikset smart lock dead bolts)
13. Painting subcontract (interior and exterior)
14. Flooring (glue down vinyl)
15. Cabinetry subcontract
16. Synthetic marble surrounds, lavatories and shower subcontract
17. Mirrors (supply and install in all bathrooms)
18. Garage door subcontract
19. Rain gutter
20. Appliance & blind install (we will supply appliances and blinds)

21. Landscaping (includes: liner, rock, final grade, plantings and irrigation system all to match TC9)

Important References:

Current Architectural Helping Hands Bldg.#2 dwg's: Perlman dated 6/23/25

Current Structural Helping Hands Bldg. #2: building 2- Structural-plum-mech-elect.pdf 6/16/25)

Current spec book: Helping Hands 5/28/25

Current Civil dwg: Yan helping hands #3 lots by Sefton 3/14/25(digital copy: helping.pdf 4/23/25)

TERO compliance plan as per Title22(digital copy title 22.pdf 5/15/25)

Order of precedence: RFP, engineered dwg, spec book. Any conflict or concern please contact Dave Helmericks 928-274-9328, chelmericks@yan-tribe.org.

This project has a projected vertical construction start date of November 2025

III. PROJECT CONSTRUCTION REQUIREMENTS

This project has been designed and engineered prior to this advertisement and all drawings and specifications provided outline the necessary requirements to successfully complete the project.

All finishes will be contracted out to other contractors, so coordination with others will be required. YANTH's Project Manager or Site Foreman shall be responsible for ensuring communication between necessary parties.

Please note that Yavapai-Apache Sand & Rock must be your sole source for concrete and shade materials.

IV. PROJECT TERMS & CONDITIONS

Please see the sample Contract that is included with this RFP. This contract outlines the agreement between the contractor and YANTH, including but not limited to the Scope of Work, Duties, Rights, and Responsibilities, Contract Sum, Insurance requirements, Retainage, Governing Law, Warranty, and TERO compliance.

Note: The following items constitute a general description of the terms and conditions applying to this project:

- Native American Preference. Preference in the award of contracts shall be given to Indian-owned firms.
- Notice of Award. YANTH will issue a Notice to Proceed after terms and conditions are finalized and the contract is approved by Resolution.
- Performance and Payment Bonds: are not applicable to this project.
- Start Date and Final Completion Date. YANTH will include in the Notice to Proceed.
- Materials Submission. The Construction Contractor will be required to forward proposed material to YANTH for final approval.
- Project Retainage. Per the Financial Procedures of YANTH, 5% of all construction contract payments will be withheld as assurance of proper performance of the contract.
- Change Orders. All change orders, including time and material change orders, must be approved by YANTH and must be in written format.
- Davis Bacon Labor Rates are not applicable to this project.
- Tribal Employment Rights Ordinance. The Construction Contractor agrees to comply with procedures set forth in the Tribal Employment Rights Ordinance ("TERO") of the Yavapai-Apache Nation, a copy of which is attached to this RFP.
- Eligible Workers. The Construction Contractor shall ensure that all employees complete the I-9 form to certify that they are eligible for lawful employment under the Immigration and Nationality Act (8 USC 1324a) shall comply with regulations regarding certification and retention of the completed forms.

V. SELECTION & EVALUATION CRITERIA

All bids will be opened by our staff at 9:00 am the day after the deadline for submission, with an impartial witness present. This will be a public opening, so attendance is optional. The location will be the Housing office located at 1500 E. Cherry Creek Road in Camp Verde, AZ. The lowest bid will then be qualified prior to the award announcement. Qualification will include Indian Preference (if applicable), references, history with tribal projects, and construction details (start date, length of construction, etc.)

For questions on the specs or drawings, please contact Dave Helmericks at 928-274-9328 or email at chelmericks@yan-tribe.org.

VI. SUBMISSION INFORMATION

Please follow the guidelines set forth below when submitting bids:

- Bids will be due at our Housing office, located at 1500 E. Cherry Creek Road in Camp Verde by Monday July 28, 2025 at 4:00 pm AZ time. Emailed bids will be accepted at the following email addresses:

chelmericks@yan-tribe.org and sbenson@yan-tribe.org

It is extremely important for you to confirm that we have received your email submission, as firewalls sometimes block emails from getting through.

- Job title should be “Yavapai-Apache Nation Helping Hands Home Construction”
- Each division/trade must be bid separately and clearly marked as such (only when applicable)
- Do not include any sales tax in your costs – the Nation does not pay sales tax on jobs within its boundaries. AZ Form 5000 will be provided to those contractors receiving construction awards.
- If you would like to be considered for Indian Preference, please submit documentation showing that your business is Indian-owned. To qualify for this preference, 60% of your business must be Indian owned and documented through tax returns and CIB.
- Do not include TERO fees in your bid – this will be determined at a later date
- All bids are to be sealed and submitted with the following information included:
 1. Contact name, address, telephone number, and e-mail address.
 2. Detailed description of skills, experience, and ability to meet project requirements.
 3. Estimated quantities of materials being used
 4. Statement of acceptance, ability, and willingness to enter into a Construction Services Contract
 5. Estimated duration for project completion
 6. Total price with all labor, materials, and miscellaneous included
 7. Available to start date
 8. List of client references including project type, dates, and description