IHS PROJECT PH20-V81; WA19-25
CAMP VERDE COMMUNITY
Construction of Camp Verde Water Improvements
Pre-Bid Meeting Minutes

Owner: Yavapai-Apache Nation
Reservation: Camp Verde Community
Engineer: Indian Health Service
Bid Due Date: December 2nd, 2026 by 10:00 AM

I. Introduction and Sign-In Sheet

II. Project Description – The installation of water mains, gate valves, hydrants, water meters, service lines, air release valves, appurtenances, and asphalt repair. The removal of water meters, gate valves, hydrants and other appurtenances.

III. Tribe, Consultant and IHS Coordination	**Phone Numbers:**
A. Tribe Contact: Robert Mills	(928) 567-1090
B. IHS Engineer (Primary IHS POC): Joel Garcia cell	(480) 466-7840, (480) 217-0950
C. IHS Engineer (Secondary IHS POC): Darren Ausdemore	(928) 940-4825

IV. Administrative Items

A. Relationship between Tribe and IHS: IHS is technical advisor to Tribe.

B. Bids for the construction of the Project will be received at the **Yavapai-Apache Nations Administration Office at 2400 W. Datsi Street, Camp Verde, AZ 86322 within the Middle Verde Community**, until **Wednesday December 2, 2026 at 10:00 AM local time**. At that time the Bids received will be publicly opened and read at the Yavapai-Apache Nations Administration Office at **2400 W. Datsi Street, Camp Verde, AZ 86322. The location coordinates for the Yavapai-Apache Nations Administration Office is: (34.627478854099294, -111.89223539501135).** Contractor shall be responsible for making sure bids are received on time. The Owner is not responsible for delays in mail or courier services for bids.
Comment: A copy of the Invitation for Bids can be obtained at https://yavapai-apache.org/bidroom/. The package includes the EJCDC contract, Technical Provisions, and Planset.

C. All items discussed in the pre-bid conference are intended to highlight various aspects of the bid package. Bidders shall submit all questions about the meaning or intent of the Bidding Documents to Owner and Engineer in writing. Contact information and submittal procedures for such questions are as follows: All requests for information (RFI), questions and submittals should be directed through

email to **Robert Mills (rmills@yan-tribe.org) and a copy sent to Joel Garcia, Indian Health Service Field Engineer (joel.garcia@ihs.gov).** If any modifications to the bid documents are required, a formal bid addendum will be issued. Questions received less than seven days prior to the date for opening of Bids may not be answered.

D. Bid Items:

i. All seal bids shall be in a separate envelop marked "BID ENCLOSED";

ii. Properly Filled Out Bid Form with Bid Table (all blanks shall be filled in with unit price multiplied by estimated quantity);

iii. Bid Security (5% of total maximum bid)-Bid Bond Form;

iv. A copy of a valid CONTRACTOR's license for the state in which the work resides, at the time of bidding or Certification of Renewal;

v. A copy of the contractor's TERO Compliance Agreement;
Comment: TERO Officer contact information is located in the Invitation for Bids package. A copy of the TERO Compliance Agreement is provided as an attachment to the meeting minutes.

vi. Contractor's license number as evidence of Bidder's State Contractor's License or a covenant by Bidder to obtain said license within the time for acceptance of Bids;

vii. Bidders claiming Indian Preference must attach a properly completed "Indian Owned Economic Enterprise Qualification Statement" to the bid. Failure to submit this form will void the Bidder's claim for Indian Preference.
Comment: Bidders claiming Indian Preference must also meet with the TERO Officer and submit documentation.

viii. A list of major subcontractors and suppliers;

ix. A copy of Contractor's Business License issued by the Yavapai-Apache Nation;
Comment: Bidders must obtain a business license from the finance office located at Yavapai-Apache Nations Administration Office at 2400 W. Datsi Street, Camp Verde, AZ 86322. A copy of the business license application is provided as an attachment to the meeting minutes.

x. A completed qualifications statement form.

E. Qualifications of Bidders – To demonstrate Bidder's qualifications to perform the Work, after submitting its Bid and within 15 days of Owner's request, Bidder must submit items such as but not limited to the following: Written evidence establishing its qualifications, Contractor License information, subcontractor and supplier qualifications and other required information regarding qualifications.

F. Evaluation of Bids (Responsible Bidder) – In evaluating whether a Bidder is responsible, Owner will consider the qualifications of the Bidder and may consider the qualifications and experience of Subcontractors and Suppliers proposed for those portions of the Work for which the identity of Subcontractors and Suppliers must be submitted as provided in the Bidding Documents.

G. Evaluation of Bids (Indian Owned Firms)- In evaluation of the bids, the Owner may, within funding limitations, give preference in the amount of five (5) percent above the lowest total bid, to qualified Indian owned firms.

H. Contract Time/Performance Period – 270 calendar days from Notice to Proceed Date to Substantial Completions with Liquidated Damage's - $500/day.

I. Contract Start/NTP: The Contract Times will commence to run on the day indicated in the Notice to Proceed. A Notice to Proceed may be given at any time within 30 days after the Effective Date of the Contract.
Comment: The Nation will coordinate with the successful bidder to issue the NTP as the project requires an encroachment permit from ADOT.

J. Performance and Payment Bonds for Full Contract Amount Required.

K. Insurance Requirements.

L. Days of the week/Hours of work – Normally no work on weekends & holidays.
Comment: The contract allows for contract adjustment due to weather delays.

M. Permits, Taxes & Fees shall be the responsibility of the contractor and be incidental to the overall bid cost.

N. Correction Period (Warranty Period): ~~1-year~~ warranty after Substantial Completion Date.
Comment: The correction period for this project is 2 years. Refer to Supplementary Condition 15.08.G.

O. Contractor Responsibilities-Contractor is required to perform at least 33 1/3% of the Work, measured as a percentage of the Contract Price, using their employees and equipment.

P. Owner's Responsibilities- Owner shall issue all communications to Contractor.

Q. No provision of this Agreement will be construed by any of the signatories as abridging or any sovereign powers of the Tribe; affecting the trust-beneficiary relationship between the Secretary of the Interior, Tribe, and Indian Land Owner(s); or interfering with the government-to-government relationship between the United States and the Tribe.

R. Federal Requirements-This Contract is expected to be funded in part with funds provided by the EPA.

General Comments:

- The project is subject to Davis-Bacon Wage Rates. Refer to Appendix F and Appendix G of the Invitation to Bid. The successful bidder will coordinate with the TERO Officer for submission of Davis-Bacon Wage Rate documentation.
- The successful bidder will provide a 2-week notice prior to start of construction activities.
- The Nation will coordinate with the successful bidder to regarding staging areas.
- Upon issuance of the NTP, the Nation and successful bidder will coordinate with the Irrigation Ditch Owners. The irrigation ditch is typically dry from December to January. If there is water in

the ditch at time of the construction of the applicable sections of the water main, then the sections of the watermain will need to be installed via horizontal directional drilling.

- IHS will not provide staking of the proposed watermain. Per Technical Provision TP-01.18 "The Contractor shall be responsible for staking out pipeline centerlines with a lath every 200 feet or line-of-sight whichever is less."

V. **Tour of Project Site –** Travel to Camp Verde Community. 876 Smiley Ave, Camp Verde, AZ 86322. (34.55658567774045, -111.8536524287288)

VI. **Adjourn Meeting and Site Visit**

PRE-BID MEETING **November 3, 2026 10:00am**

IHS PROJECT PH20-V81; WA019-25
CAMP VERDE COMMUNITY
Yavapai-Apache Nation
Construction of Camp Verde Water Improvements

Printed Name	Company	Title/Position	Phone Numbers	Email
Joel Garcia	IHS	Field Engineer		joel.garcia@IHS.gov
Tim Meek	IHS	CCI-Inspector	480-975 7217	timothy.meek@IHS.gov
Scott Canty	YAN	Atty. Gen	928-301-9160	acanty@YAN-Tribe.org
LARRY JACKSON	YAN	TERO COMPLIANCE	928-567-1035	L.JACKSON@YAN-TRIBE.ORG
RYAN ADAMS	TIFFANY CONST.	ESTIMATOR	928-499-1773	RADAMS@TIFFANYCONST.COM
Fnu Nagaraj	MERIDIAN	Assistant Project Manager	480-674-7399	f.nagaraj@meridianron.net
Robert Mills	YAN	Contracts-Grants Supervisor	928-567-1096	rmills@yan-tribe.org
Stacy Bates	Mulcaire & Sons		928-592-3204	Jess@mulcaire&sons.com
Charlie Baca	YAN	Vice Chairman	928-848-2397	CharlieBacaIV@yan-tribe.org
Buddy Rochi Jr.	YAN	Chairman		brochier@yan-tribe.org
IRVIN BEDONIE	KEYAH CONSTR. INC.	PROJ. MGR.	480-742-7657	ibedonie@keyahinc.com

Attachments

BUSINESS LICENSE FORM

YAVAPAI-APACHE NATION
2400 West Datsi Street
Camp Verde, AZ 86322
Phone(928)567-3649 Fax(928)567-3994

OFFICE OF THE TREASURER
Application for Yavapai-Apache Nation Tribal Business License

Business Name: _____

Business Address:
(Physical and Mailing) _____

_____

Phone: _____ Fax: _____ Email: _____

Business Type (Sole Proprietor, Partnership, LLC, Corp., etc.): _____

Owner (Name of Sole Proprietor, Partnership, LLC, or Corp., etc _____

Owner's Address: _____

_____

_____

Owner's Phone No.: _____
Owners/Manager's

_____
Name email address

Description of Business Activities: _____

Business Start Date: _____

If this is a license renewal and no information has changed since your last application was submitted, please fill in the name of the business above and write "No Change." Then submit this form along with the appropriate payment.

_____

I hereby certify that the information provided in this application is true and complete and I understand that the license authorized by the Yavapai-Apache Nation under "Procurement Code" Chapter 4, Section 401, and issued to me in response to this application.

_____ _____
Signature of Sole Proprietor, General Partner, or Corporation/LLC Officer Date

_____
Print or type name and title of signer

FEES DUE with Application: New Application $100 and Renewal Application $50 (Pay by cash/check, or money order made payable to the Yavapai-Apache Nation). Return application form and payment to Yavapai-Apache Nation Finance Department.

TERO COMPLIANCE AGREEMENT

YAVAPAI-APACHE NATION
Tribal Employment Rights Office (TERO)

Phone: (928) 567-1035 **Fax: (928) 567- 1064**

COMPLIANCE AGREEMENT

Business License: _____

Contract Number: _____ Estimated Start Date: _____

If Applicable:

Contract Amount: _____ TERO Fee Amount: _____

CONTRACTOR

Company Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person: _____

Phone: _____ Cell: _____ Fax: _____

E-mail: _____

YAVAPAI-APACHE NATION
Tribal Employment Rights Office (TERO)

Phone: (928) 567-1035 **Fax: (928) 567- 1064**

CORE CREW PERSONNEL ON PROJECT SITE

	Employee Name	Classification & Job Title
1.		
2.		
3.		
4.		
5.		

GENERAL LABOR FORCE ON PROJECT SITE

	Employee Name	Classification & Job Title
6.	TERO Client	Laborer, Trainee, Apprentice
7.		
8.		
9.		
10.		

(If additional spaces is need, please provide a separate sheet)

Available Employment Positions for TERO Clients:

	Number of Positions
Laborer	
Trainee	
Apprentice	

(Minimum General Labor Force Requirement is one (1) position)

TOTAL EMPLOYMENT OPPORTUNTIES: _____

NOTE: With the exception of the Core Crew, preference shall be given to qualified American Indians in hiring, promotion, training and all other aspects of employment. Attach job description and justification for each Core Crew employee.

YAVAPAI-APACHE NATION
Tribal Employment Rights Office (TERO)

Phone: (928) 567-1035 **Fax: (928) 567- 1064**

Certified Payroll

A certified payroll or TERO Certified Payroll Form (copy furnished) will be provided to the TERO office for all payroll activities applicable to subject Contract on a weekly basis or at normal payroll intervals.

Contractor hereby certifies that it has received the Yavapai-Apache Nation Tribal Employment Rights Office Code, which is an addendum to the Compliance Agreement and incorporated herein by this reference and will make every effort to comply with the requirements of the Code. Contractor expressly consents to the jurisdiction of the Yavapai-Apache Nation Tribal Courts.

Dated this _____ day of _____, 20_____

_____ _____

Company Official Signature Printed Name & Title

Dated this _____ day of _____, 20_____

_____ _____

(Signature) TERO Compliance Officer