

## Request for Proposals

**Bid Number: 20-05-2311LE**

The Navajo Nation Office of the Controller - Purchasing Department and Navajo Nation Division of Transportation (Navajo DOT) are soliciting proposals and sealed bids for ROAD SAFETY AUDIT FOR THREE NAVAJO COMMUNITIES: MEXICAN SPRINGS, TOHATCHI, AND TWIN LAKES, NEW MEXICO.

Contacts for a bid packet are:

- 1) Lorita Etsitty, Navajo Nation Purchasing Department, [letsitty@nnooc.org](mailto:letsitty@nnooc.org), (928) 871-6317/6142.
- 2) Marlinda Littleman, Navajo DOT, [mlittleman@navajodot.org](mailto:mlittleman@navajodot.org), (505) 371-8319 or (928) 206-5465.

Closing date is **July 1, 2020**, at 3:00 p.m. Daylight Savings Time. Any proposal(s) received after this date and time will not be accepted and will be returned to the sender. No faxed or email proposals or bids will be accepted.

## PROPOSAL SUBMITTAL



All proposal **MUST** have the prospective respondent's name and contact information on the outside of the **sealed** envelope and **sealed** Proposal Cost (bids). If not included, it will be considered "Non-Responsive." All proposals are to be submitted to:

**Mailing Address:**

Navajo Division of Transportation – Department of Roads  
 Attention: Marlinda Littleman, Senior Programs/Projects Specialist  
 P.O. Box 4620, Window Rock, AZ 86515  
 Phone: (505) 371-8319 Cell: (928) 206-5465

**Hand Delivery:**

Navajo DOT Complex (Tse Bonito, NM) #16 Old Coalmine Road, Mentmore, NM 87319

**Hand Delivery: Driving Instructions from Gallup, New Mexico**

Take Exit 20 from I-40. Take US 491 from Gallup, New Mexico, North to Yatahey, NM, which is approximately 5.5 miles. Approach a Y-Intersection. Left lane goes to Window Rock, AZ, which is NM 264. Take NM 264 and go about 15 miles west. The Navajo Division of Transportation Complex will be on the north side of NM 264 (approximately MP 1.5) on Indian Route 54.

All proposals and bid form shall be sent in a sealed envelope, clearly marked with the following information:

RFP Bid Number: 20-05-2311LE

Description or Title: ROAD SAFETY AUDIT FOR THREE NAVAJO COMMUNITIES: MEXICAN SPRINGS, TOHATCHI, AND TWIN LAKES, NEW MEXICO.

Contact Persons: Lorita Etsitty, Buyer  
 Navajo Nation Purchasing Department  
 Phone: (928) 871-6317/6142 Website: [www.nnooc.org](http://www.nnooc.org)  
 Email: [letsitty@nnooc.org](mailto:letsitty@nnooc.org)

Marlinda Littleman, SPPS  
 Navajo Division of Transportation - Department of Roads  
 Work Cell Phone: (928) 206-5465  
 Work Phone: (505) 371-8319 Website: [www.navajodot.org](http://www.navajodot.org)  
 Email: [mlittleman@navajodot.org](mailto:mlittleman@navajodot.org)

**Please submit an Original and Two (2) copies of proposals.**

## PART I

### **INFORMATION ONLY – NO RESPONSE TO THIS SECTION IS REQUIRED**

- A. This Request for Proposal (RFP) provides the prospective respondents with sufficient information that will enable them to prepare and submit a proposal for consideration.
- B. This RFP contains the instructions governing the proposals to be submitted and the materials to be included. These are mandatory requirements which must be met to be eligible for consideration. Failure to adhere will result in a “Non-Responsive” Status.
- C. SCHEDULE OF ACTIVITIES AND TIMELINES:

<b>Schedule of Activities</b>	<b>Timelines</b>
Pre-Proposal Meeting will be held via Conference Call.  Dial In: (712) 451-0283 Access Code: 372547  Questions: (928) 206-5465	Pre-Proposal Meeting will be conducted by a Conference Call on June 8, 2020, at 10:00 a.m. (DST).  Contractors are encouraged to conduct a field visit on their own prior to submitting a bid proposal.
Prospective respondents “Inquiry Timeline.” All inquiries and questions will be answered prior to this date. Questions must be submitted in writing only. If needed, an Addendum will be issued to all vendors who requested for a copy of the RFP to ensure they all received the same information. No questions accepted after this date.	Wednesday, June 26, 2020, by 5:00 p.m.
Due date for all proposals	Wednesday, July 1, 2020, at 3:00 p.m. (DST)
Opening of proposals and evaluations by the Review Panel	The week of May 18, 2020
Award of Contract	By August 21, 2020
Estimated NTP Date	By August 28, 2020

- D. INQUIRIES: Prospective respondents may contact Navajo Division of Transportation (DOT) – Department of Roads staff via email in reference to this RFP in obtaining clarification of requirements. No inquiries will be accepted after the inquiring date listed in Section C.
- E. ADDENDUM OR SUPPLEMENT TO THIS REQUEST FOR PROPOSALS: In the event it becomes necessary to revise any part of this RFP, an addendum will be issued. Any respondents that already submitted a proposal will be notified.

- F. PROPOSALS SUBMISSION: Proposal must be received on [Wednesday, July 1, 2020, by 3:00 p.m., Daylight Savings Time \(DST\)](#). Respondents who are mailing their proposals should allow sufficient time for mail delivery to ensure receipt by the time specified. If mailed, it is recommended that proposals be sent by certified mail to the mailing address indicated on [Page 2](#) of this RFP.
- G. NUMBER OF PROPOSALS TO BE SUBMITTED: In the submission of all proposal, one original and three (3) copies must be enclosed in one sealed envelope. The outside of the envelope should be clearly marked with 1) Respondent's Contact information, and 2) the "[RFP Bid Number: 20-05-2311LE. Project Name: ROAD SAFETY AUDIT FOR THREE NAVAJO COMMUNITIES: MEXICAN SPRINGS, TOHATCHI, AND TWIN LAKES, NEW MEXICO.](#)"
- H. LATE RECEIPT OF PROPOSALS: Late proposal will not be accepted. It is the responsibility of the respondent to ensure that the proposal arrives at the Navajo Division of Transportation – Department of Roads on or before the date/time specified.
- I. REJECTION OF PROPOSALS: The Navajo Division of Transportation (Navajo DOT) – Department of Roads reserves the right to reject any or all proposals and to waive informalities and minor irregularities in the proposals received.
- J. PROPRIETARY INFORMATION: Any restriction on the use of the information, data, contents contained within the proposals must be clearly stated in the proposal itself. Each and every page of the propriety material must be labeled or identified with the word "Proprietary." Proprietary information submitted in response to this RFP will be handled in accordance with applicable procurement regulations.
- K. PROPOSAL MATERIAL OWNERSHIP: All material submitted in reference to this RFP shall become the property of the Navajo Nation and will not be returned to the respondent. Responses received will be retained by the Navajo DOT – Department of Roads and may be reviewed by any person(s) after the final selection has been made, subject to [Section J](#). The Navajo DOT – Department of Roads has the right to use any or all systems, ideas presented in this RFP, subject to limitations in [Section J](#). Disqualification or non-selection of a respondent does not eliminate this right.
- L. INCURRING COSTS: The Navajo DOT – Department of Roads is not liable for any cost incurred by the Respondent prior to issuance of service contract or a purchase order.
- M. ACCEPTANCE OF PROPOSAL CONTENT: The contents of the proposal of the successful Respondent will become contractual obligation, if acquisition action ensues. Failure of the successful Respondents to accept this obligation may result in

cancellation of the award and such Respondent may be removed from consideration for future solicitation.

- N. ACCEPTANCE TIME: The Navajo DOT – Department of Roads, in coordination with the Navajo Nation Business Regulatory Department and the Navajo Nation Office of the Controller, intends to select the successful Respondent in the time specified in [Section C](#), after the closing date of receipt of proposals.
- O. AWARD OF SERVICE CONTRACT OR ENGINEERS JOINT DOCUMENTS COMMITTEE DESIGN AND CONSTRUCTION (EJDCDC) RELATED DOCUMENTS INSTRUCTIONS AND LICENSE AGREEMENT: Upon selection, Navajo DOT – Department of Roads will initiate the Engineers Joint Documents Committee Design and Construction Related Documents Instructions and License Agreement in the name of the successful respondent; and the contents of the proposal submitted by the respondent will become part of the contract.
- P. JOINT PROPOSALS: Nothing in this RFP shall be construed to prohibit respondents from entering into a consortium for the purpose of offering a proposal in response to this RFP. Parties to a consortium will not be permitted to submit independent proposals in response to this RFP.
- Q. EVALUATION PROCEDURE AND CRITERIA:
- a. Review Panel: A Review Panel, with specific related technical background, will be selected and evaluate the proposals received in accordance with general criteria used herein. The review panel may request for a meeting for purposes of proposal clarification and the respondent should be prepared to provide any additional information the Review Panel feels necessary for a fair evaluation of the proposals.
  - b. Failure of a respondent to provide any information, requested in this RFP, may result in the proposal being disqualified. All proposals must be endorsed with the signature of a responsible official having the authority to bind the respondent in the execution of a contract.
  - c. The sole objective of the review panel is to select the respondent most responsive to the needs of the Navajo Nation, Navajo DOT, and the Department of Roads. The qualifications in this RFP represent the minimum performance necessary for a response. On the basis of the evaluation criteria established in this RFP, the Review Panel will select and recommend the respondent who best meets the objective in the Scope of Work in Part II.
  - d. The Technical Proposal Factors will be used to evaluate the proposal(s) based on a 100 points-scale system. Additional points are awarded to Priority #1 or Priority #2 owned businesses. The definitions and latest source list can be found at: [http://navajobusiness.com/pdf/SourceList/Source\\_List.pdf](http://navajobusiness.com/pdf/SourceList/Source_List.pdf).

**Evaluation Sheet**

<b>Proposal Factors</b>	<b>Requirements</b>	<b>Maximum Points Awarded</b>
<b>Proposal Format</b>	15 pages, single-sided pages; and proposal spiral bound.	5
<b>Scope of Work</b>	Describe in the proposal the steps, methods, and or approach to completing the following: <ul style="list-style-type: none"> <li>- Roadway Permit</li> <li>- Become familiar with the project.</li> <li>- Select the Road Safety Audit Team.</li> <li>- Conduct a Pre-Audit Meeting.</li> <li>- Perform field observations and assess various conditions.</li> <li>- Conduct audit analysis and prepare reports of findings for each project location.</li> <li>- Present audit findings to all Project Owners/Design Team:</li> <li>- Coordinate with Project Team to prepare a formal response.</li> <li>- Incorporate findings into the project report.</li> <li>- Prepare Final Audit Report.</li> </ul>	65
<b>Communication</b>	Explain how consultant will communicate with Navajo DOT and New Mexico Department of Transportation about the progress of the project.	10
<b>Experience</b>	References: List references of FIVE projects of similar nature from FIVE different projects/sources. Past performances will be highly considered.	20
	<b>TOTAL</b>	<b>100</b>
<b>Additional Points</b>	<b>Priority # 1</b>	<b>6</b>
<b>Additional Points</b>	<b>Priority #2</b>	<b>3</b>
	<b>Priority #1 Proposal</b>	<b>106</b>
	<b>Priority #2 Proposal</b>	<b>103</b>

- R. **TERM:** The term of the Service Contract will be a period of one year from the date of *Notice to Proceed*, with an option to renew the contract for continued services, which will be based upon the availability of funds. Renewal of the contract will be made only upon mutual agreement of both parties.
- S. **COMPLIANCE WITH THE NAVAJO NATION OPPORTUNITY ACT:** Proposal will be opened and evaluated in compliance with the Navajo Nation's Business Opportunity Act, 5 N.N.C., Chapter 2, Subsection 201 – 215 and the Navajo Nation Procurement Rules and Regulations.

## PART II

### **PURPOSE:**

The **purpose** of this Request for Proposal (RFP) is to select a contractor to complete three Road Safety Audit for three Navajo communities located at Mexican Springs, Tohatchi, and Twin Lakes (Bahastl'ah), New Mexico.

On behalf of three Navajo Chapters, Navajo Division of Transportation (Navajo DOT) is seeking a consultant to complete Road Safety Audit and Report for three project locations:

- Mexican Springs, NM
- Tohatchi Chapter, NM
- Twin Lakes, NM (Bahastl'ah)

The funding will be used for planning and design, which includes a road safety audit to determine if **roadway lighting or traffic signal lighting are warranted**. Further to determine if any other road safety issues need to be addressed.

The road safety audit shall include a formal safety performance examination of an existing highway and intersections. The intersections include:

Mexican Springs	NM State Highway 491 and Navajo Route 30
Tohatchi	NM State Highway 491 and Local Turnouts
Twin Lakes	NM State Highway 491 and N9

The safety performance study shall be conducted by an independent multidisciplinary team. The study shall be qualitatively estimated and reported on potential road safety issues and identify opportunities for improvement and safety for all road users. The road safety study will be specific to the need of roadway lighting, but it can also address other road safety issues.

### **SCOPE OF WORK**

The RFP is to seek a **consultant** that will fulfill the following scope of work:

Be familiar with project:

- Become familiar with all of the conditions surrounding the project area including the availability of manpower, equipment, and safety of personnel.

Timeline:

- All three Chapters, Mexican Springs, Tohatchi, and Twin Lakes secured the Local Government Transportation Project Fund Grant Agreement and the expiration of funds is on June 30, 2022. The start and finish of the project will be no longer than eight months.



- With the most recent pandemic of the COVID-19, consultant shall be required to take all necessary precautions and adherence to the Centers for Disease Control and Prevention guidelines.

Specifications:

- The majority of the work is within the State of New Mexico highway right-of-way and therefore, the Federal Highway Administration Road Safety Audit Guidelines will be followed.

Traffic Control/Roadway Work Permit – New Mexico Department of Transportation

- The consultant will be responsible in obtaining the Roadway Work Permit from the New Mexico Department of Transportation (NMDOT), which required to conduct a road safety audit.

At minimum, the consultant will be expected to take the following steps:

- Identify the three projects locations:
  - o Mexican Springs
  - o Tohatchi
  - o Twin Lakes (Bahastl'ah)
- Select the Road Safety Audit Team for each project location.
- Conduct a Pre-Audit Meeting with each (three) team to review the project information.
- Roadway Permit
- Perform field observations and assess various conditions.
  - o The audit should extend as far as needed on all routes for issues such as site distance, etc.
- Conduct audit analysis and prepare reports of findings for each project location.
- Present audit findings to all Project Owners/Design Team:
  - o New Mexico Department of Transportation
  - o Bureau of Indian Affairs
  - o Navajo Division of Transportation – Department of Roads
  - o Navajo Division of Transportation – Highway Safety Department
  - o Mexican Springs Chapter
  - o Tohatchi Chapter and Schools
  - o Twin Lake (Bahastl'ah) Chapter
  - o Northwest New Mexico Council of Governments
- Coordinate with each Project Owners/Design Team to prepare formal response.
- Incorporate findings into the project when and where appropriate.
- Prepare Final Audit Report for all three projects.

## **PROJECT LOCATION DESCRIPTIONS**

### **Mexican Springs Chapter**

The Mexican Springs Chapter is located 18 miles north of Gallup, New Mexico on the Navajo Reservation. The chapter is requesting for a road safety audit to address safety concerns at the intersection of Navajo Route 30 and U.S. Highway 491. The intersection has no lighting and nighttime visibility is limited which has caused numerous accidents.

The chapter's plan is to share the finalized Road Safety Audit Report with stakeholders, such as the Navajo Division of Transportation (Navajo DOT), Bureau of Indian Affairs (BIA) – Branch of Roads and New Mexico Department of Transportation (NMDOT) to request the need for improvement and to address safety issues. The chapter will also use the report to request for funding.

The Mexican Springs Chapter proposes roadway lighting by at the intersection of mile post 18 and Navajo Route 30, however, this will depend on the audit and if it is warranted.

### **Tohatchi Chapter**

The Tohatchi Chapter is located approximately 24 miles north of Gallup, New Mexico on the Navajo Reservation. The chapter is requesting for a road safety audit to address safety concerns at the intersection of U.S. Highway 491 and turnouts to the school and businesses in Tohatchi, New Mexico.

The road safety audit will address the turnouts to the schools, bus stops, and community along U.S. Highway 491. Currently, there are no roadway lighting along Highway 491 and throughout the community of Tohatchi, NM. Yet, there is heavy traffic going through the community especially during the nighttime hours. Further, the road becomes congested and unsafe for communities, especially during school and church activities.

Road signage is an issue. The turn off to the High School needs a bigger sign and other signs need to be corrected or changed. There is speed limit signages, but the truck drivers and other commuters do not obey the required speed limits.

The community of Tohatchi is expected to grow as the local leaders are working on bringing in economic development. The Chapter has already withdrawn land for the purpose of economic development.

The Tohatchi Chapter proposes lighting by:

Mile Post 32, Buffalo Springs, NM

Mile Post 22 ¾ mile to 24 ½ mile, Tohatchi, NM

There are several schools within the community:

- Navajo Head Start
- Elementary School

- Middle School
- High School
- Ch'ooosh'gai Community School

There are also other local entities in the community such as:

- Indian Health Clinic
- Navajo Housing Authority
- Churches

### **Twin Lakes (Bahastl'ah) Chapter**

The Twin Lakes (Bahastl'ah) Chapter is located 13 miles north of Gallup, New Mexico on the Navajo Reservation. The chapter is requesting for a road safety audit to address three main safety concerns along U.S. Highway 491. The site locations are:

- 1) Mile Marker 9.8 to 10.3
- 2) Mile Marker 13 to 13.5
- 3) Mile Marker 15 to 15.5 – Navajo Route 9

One of the intersections is at Highway 491 and N9, which is the road that goes to Coyote Canyon, NM and Crownpoint, NM. This intersection requires roadway lighting.

All three areas have no lighting, so nighttime visibility is limited and as a result, accidents have occurred at all three locations.

The community also proposes street lighting and pedestrian crossings (markings and beacon lighting).

The chapter's plan is to share the finalized Road Safety Audit Report with stakeholders, such as the Navajo Division of Transportation (Navajo DOT), Bureau of Indian Affairs (BIA) – Branch of Roads and New Mexico Department of Transportation (NMDOT) to request the need for improvement and to address safety issues. The chapter will also use the report to request for funding.

### **Deliverables**

1. Roadway Permit
2. Road Safety Audit Report for all three project locations: Mexican Springs, NM, Tohatchi, NM, and Twin Lakes, NM
3. Safety Recommendations for each project location.
4. Cost Estimate to implement Safety Measures for each project location.

### Part III

#### FORMAT AND ORGANIZATION

**Requirements:** This section of the RFP specifies the format and organization of the proposal (not listed in priority or in any order).

- A. NUMBER OF COPIES: Submit an Original and two (2) copies of proposal. (Total: three proposals)
- B. PROPOSAL FORMAT: Appearance of the proposal is important and professionalism in the proposal presentation should not be neglected. The proposal standards are as follows:
  - a. The proposal shall not exceed 15 single-sided pages (maximum 8 1/2" x 11"). Submissions exceeding the 15-page limit will be considered non-responsive and will be un-rated. All pages include proposal, photos, charts, graphs, exhibits, letter of interest, etc. are counted toward the 15 pages.
  - b. Bid Bond may be included as an attachment and not count towards the 15-page limit.
  - c. Proposals submittal should be plastic or metal spiral-bound only. **Please do not submit loose paper, these will be considered unresponsive and will be un-rated. No folders required, just spiral-bound proposals.**
- C. LETTER OF INTERST: Letter of Interest must be on a Company Letterhead and **signed** by the president, executive director or owner of the company/organization. The letter must be signed by the company representative who has authority to sign off on legal and contractual documents.
- D. PROOF OF CERTIFICATE OF INSURANCE: Provide proof your company's Certificate of Insurance and other insurances related this project.
- E. BONDS:
  - a. Bid Bond/Guarantee: Contractor shall provide to the Navajo Nation a Bid Bond/Guarantee utilizing GSA's form SF-24. The amount of the bid guarantee shall be ten (10) percent of the bid price per 12 N.N.C. §341 Bid Security.
  - b. Performance Bonds: The successful Contractor shall provide to the Navajo Nation a Performance Bond underwritten and executed by Surety Company that guarantees the Contractor's complete and satisfactory performance under Contract. The Performance Bond shall be equal to one hundred percent (100%) of the Original Contract Amount, unless otherwise provided in the *Lesser Bond Amounts*.

- c. The Payment Bond: The successful Contractor shall provide to the Navajo Nation a Payment Bond underwritten and executed by a Surety Company that will protect all persons, subcontractors, or other entities supplying labor and material to the Contractor or its subcontractors for the performance under this Contract. The Payment Bond shall be in an amount equal to one hundred percent (100%) of the Original Contract Amount, unless otherwise provided the *Lesser Bond Amounts*. The Payment Bond must be provided in addition to the Performance Bond required in Article E.a. herein.
  - d. *Lesser Bond Amounts*: The Navajo Nation, with the concurrence of the Navajo Nation Controller or his/her designee, may allow the Contractor to provide a Performance Bond or a Payment Bond, or both, in an amount equal to fifty percent (50%) of the Original Contract Amount, so long as either (1) the Navajo Nation withholds, as retainage, fifty percent (50%) of each invoiced amount; or (2) the Contractor provides an irrevocable Letter of Credit in amount equal to fifty percent (50%) of the Original Contract Amount. The fifty percent (50%) amount of the Original Contract Amount may be covered by a combination of Retainage and an irrevocable Letter of Credit, BUT IN NO CASE SHALL A PERFORMANCE BOND OR PAYMENT BOND EACH BE IN AN AMOUNT LESS THAN FIFTY PERCENT (50%) OF THE ORIGINAL CONTRACT AMOUNT.
  - e. Bonding documentation required. The Navajo Nation's Representative must receive written documentation of all required bonds prior to the issuance of a Notice to Proceed for the Project, and Contractor shall not commence any work or services under this Contract until such documentation is received by the Navajo Nation.
- F. SCOPE OF WORK: Respondent's approach to the scope of work, including the following:
- a. Become familiar with the three project locations.
  - b. Select the Road Safety Audit Team for each project location.
  - c. Conduct a Pre-Audit Meeting with each (three) team to review the project information.
  - d. Perform field observations and assess various conditions.
  - e. Conduct audit analysis and prepare reports of findings for each project location.
  - f. Present audit findings to all Project Owners/Design Team:
  - g. Coordinate with each Project Owners/Design Team to prepare a formal response.
  - h. Incorporate findings into the project when and where appropriate.
  - i. Prepare Final Audit Report for all three projects.

- G. **COMMUNICATION:** How respondents will communicate with Navajo DOT on the progress of the project(s). Face-to-Face meeting and on-site meetings are preferred during the project construction phase.
- H. **REFERENCES:** List references of **FIVE** projects of similar nature from **FIVE** different projects or sources. Provide the project name. Navajo DOT may contact references for performance appraisal of prospective bidder, and therefore, provide contact name, company name, and contact information. Failure to provide examples of related projects may result in disqualification or considered as “non-responsive.” See last page for an example.
- I. **CERTIFIED NAVAJO BUSINESS:** Provide proof that business is currently certified by the Navajo Nation - Business Regulatory Department and prioritized under Navajo Nation Council Resolution CAP-37-02 and also under the Section 204 (A) (1) and (2) of the revised Navajo Nation Business Opportunity Act.
- J. **TAXES:** All performance under this Contract within the territorial jurisdiction of the Navajo Nation is subject to the six percent (6%) Navajo Sales Tax (24 N.N.C. 601 et seq.).
- K. **BID FORM / PROPOSAL COST:** In a **separate** sealed envelope, clearly marked as “RFP Bid Number: 20-05-2311LE. Project Name: ROAD SAFETY AUDIT FOR THREE NAVAJO COMMUNITIES: MEXICAN SPRINGS, TOHATCHI, AND TWIN LAKES, NEW MEXICO” and with Respondent’s information. The sealed envelope will not be opened by the Review Team until after the proposals have been reviewed and ranked.

**See Attachments in the Exhibit**

## **Attachments**

- 1) Bid Schedule
- 2) Addendum Acknowledgement
- 3) Relevant References Sample

### Bid Schedule

**PROJECT NAME:** \_\_\_\_\_

**BID NUMBER:** \_\_\_\_\_

**PROJECT LOCATION:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

Description	Unit Cost
Road Safety Audit as described in Part II.	**
Disbursement: Include all travel, accommodations, meals, per diem, out of pocket expenses, etc.	**
SUB-TOTAL	**
Navajo Nation Tax (6%)	**
New Mexico Gross Receipts Tax (NMGRT) 6.75%	**
TOTAL	**

**\*\*Provide separate cost for each project location.**

Project Location	% Budget	TOTAL
Mexican Springs RSA	<b>61%</b>	
Tohatchi RSA	<b>31%</b>	
Twin Lakes RSA	<b>8%</b>	
	<b>GRAND TOTAL</b>	

*Scope of Work: The proposed work consists of furnishing all labor, material, equipment, and incidentals necessary to conduct a road safety audit for Mexican Springs, Tohatchi, and Twin Lakes, New Mexico. The project will be in accordance to the Federal Highway Administration Road Safety Audit guidelines. The Unit Bid Price must include all overhead, profit, and bonding.*



**Addendum Acknowledgement**

**Addendum:**

In submitting this Bid, Respondent represents that: *Respondent has examined and carefully studied the RFP and attachments, and any data and reference items identified in the RFP documents, and hereby acknowledges receipt of the following Addenda:*

**Addendum No:**

**Addendum Date:**

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## SAMPLE TO PROVIDE FIVE RELEVANT REFERENCES

### **Reference One:**

#### **Include information about who you worked with:**

John Doe, Owner  
 Company Name: Cameron Chapter  
 P.O. Box 123  
 Cameron, AZ 86020  
 Phone: (928) 679-5892  
 Email: [jdoe@yahoo.com](mailto:jdoe@yahoo.com)

#### **Describe the project that you worked on for the referenced company:**

**Project Name:** “Cameron Road Safety Audit Project”  
**Type of Project:** Road Safety Audit Project  
**Project Location:** Cameron, Arizona  
**Project Description:** The Cameron Chapter requested a road safety audit to install roadway lighting and a round-about on Arizona State Highway 89. As a result of the assessment three round-about were constructed along with roadway lighting and under passage pathways with streetlights.

### **Reference Two:**

#### **Include information about who you worked with:**

Jane Doe, Owner  
 Company Name: Shiprock Chapter  
 P.O. Box 456  
 Shiprock, NM 87420  
 Phone: (505) 368-8146  
 Email: [janed@yahoo.com](mailto:janed@yahoo.com)

#### **Describe the project that you worked on for the referenced company:**

**Project Name:** “Shiprock Road Safety Audit”  
**Type of Project:** Road Safety Audit  
**Project Location:** Shiprock, New Mexico  
**Project Description:** The Shiprock Chapter requested a road safety audit on Highway 64 to assess the safety and needed for traffic lighting, beacon lighting, and roadway lighting near the Shiprock High School. The result is the road assessment warranted all three safety measures and the Chapter will be seeking funds for installation.

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*You may include photos.*

*Navajo DOT may contact references listed to determine past performances.*

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