



**QUINAULT INDIAN NATION
Owner**

**PO Box 189, 1214 AALIS Drive
Taholah, WA 98587**

REQUEST FOR BIDS

Location and legal address:

TAHOLAH COMMUNITY CENTER
QUINAULT INDIAN NATION
124 QUINAULT AVENUE, TAHOLAH, WASHINGTON

The Quinault Indian Nation is seeking bids for Taholah Community Center Deep Cleaning.

Basic Scope

- Contractor shall visit the site to become familiar with the project.
- Deep Cleaning of Community Center 2 times during Fiscal Year 2023: 1) between June 1 and June 25, and 2) between September 1 and September 29 per detailed Scope of Work below, to include:
 - Vents.
 - Equipment.
 - Trim
 - Restrooms

Please send bids by **e-mail to bids@quinault.org** attention Ms. Ryan Allen. Bids must submitted by 3PM on Friday April 28, 2023. Late bids will be rejected.

Bidders should provide point-of-contact information including email to Mandy Hudson-Howard, Appointment for site visit or questions regarding this project can be made by calling the below contact.

Mandy Hudson-Howard
360.276.8211 Ext. 6271
360.590.1377
mhhoward@quinault.org

NOTE:

- **Detailed Scope of Work:**

KITCHEN DEEP CLEANING TASK LIST

1. All vents – pull out, clean and degreased, and replaced in storage area.
2. Metal Containers – pulled out and cleaned and replaced in storage area.
3. Soup Kettle – drained and washed and replaced in storage area.

4. Walls washed including behind griddle, grill, and Stack Vulcan Oven.
5. Equipment and Appliances – clean inside, outside, sweep and mop behind and under.
6. 2 - Dual Jet Burners and 12 - Food Trays, 2 – Plus Size Stove Burners – soak in warm soapy water, Scrub and clean.
7. 3 - Drain valves under sink, under hand washing sink, and under Soup Kettle; cleaned.
8. 4 - Ovens and 2 - racks – cleaned and wiped out.
9. Sinks scrubbed and wiped out.
10. Grill Food Tray dumped, wiped -out, and replaced.
11. Stove cast tops and caps – soaked in hot soapy water, scrubbed, washed, and heat dried.
12. Griddle Ovens – cleaned, degrease traps, wash, and dry.
13. Safety Water Drains – wiped down.

MAIN HALL

1. Vents – vacuum and wipe down.
2. Trim – Wash and wipe down.
3. Restrooms – Clean Stall Walls

SPECIAL INSTRUCTIONS:

Do Not unhook gas lines except areas appliances are not on wheels. Gas lines will need to be shut off, unscrewed, and unplugged. Community Center Superintendent will demonstrate.

- Contractor will work with Community Center Superintendent (Antonio Acosta)

This RFB does not commit QIN to award a contract, to pay any costs incurred in preparation of a response to this invitation, or to procure or contract for services or supplies. Bidders will not offer any gratuities, favors or anything of monetary value to any employee, officer, or agent of the Nation for the purpose of influencing favorable disposition toward either their proposal or any other proposal submitted as a result of this RFB. All proposals submitted hereunder become the exclusive property of the Nation. The Nation reserves the right to accept all or part of the bid, or to decline the whole bid.

The successful bidder will sign the attached Contract documents, sign a Certification and Debarment Form, provide a W-9, submit certifications of required insurance coverage, and obtain a Quinault Indian Nation business licenses for all firms/subcontractors doing work on the Quinault Reservation. Subcontracts must be approved by the Quinault Indian Nation.

Nation's Tribal Employment (TERO)

The Nation's Tribal Employment Right Ordinance (TERO) provides the Nation's Indian Preference policy that applies to this contract—see attached. Other TERO requirements include submission of a Compliance Plan and payment of a fee prior to commencing work on the Quinault Indian Reservation. Every Employer with five or more Employees working on the Reservation, or with gross sales or income on the Reservation of \$10,000.00 or more shall pay a quarterly fee of 1.75 percent of the gross quarterly payroll for those Employees Engaged in Work on the Reservation. Contact Evelyn Kalama 360-276-8211 ext. 4805 EKalama@quinault.org

BID SCHEDULE

NOTE: BIDS shall not include Washington State and local sales tax on all items delivered to the site on the Quinault Indian Reservation. Washington State B&O taxes do not apply to construction charges performed within the boundaries of the Quinault Indian Reservation. All other applicable taxes and fees may apply. BIDDERS ARE ADVISED TO REFER TO THE WASHINGTON STATE, DEPARTMENT OF REVENUE, INDIAN TAX GUIDE AT:

<http://dor.wa.gov/content/findtaxesandrates/retailsalestax/indians/indiantaxguide/default.aspx>.

The undersigned certify that they have examined the location of the project, and read and thoroughly understand the plans, specifications, and contract governing the work embraced in this improvement or as much thereof as can be completed with the money available, in accordance with the said plans, specifications, contract, and the following schedule:

BIDDER agrees to perform all the work described in the CONTRACT DOCUMENTS for the following lump sum: NOTE: BIDS shall include all other applicable fees.

ITEM	DESCRIPTION	AMOUNT
	Total	
	Calendar day to Complete	Days

Name of Firm _____

NOTE: *If bidder is a corporation, write State of Incorporation; if a partnership, give full names and addresses of all parties below.*

Signed by _____,

Officials Capacity _____

Print Name _____

Address _____

Federal Tax ID # _____ Email address: _____