



# TNHA

TAGIUGMIULLU NUNAMIULLU HOUSING AUTHORITY

## REQUEST FOR QUALIFICATIONS

**Area-Wide Housing and Facility Maintenance Services on the North Slope of Alaska**

Issued June 19, 2020 – Return Date August 31, 2020

## ORGANIZATIONAL BACKGROUND

Tagiugmiullu Nunamiullu Housing Authority (TNHA) is a regional Native housing authority located in the northernmost region of the United States. It was organized under Alaska state law on September 18, 1974 within the service area of the Arctic Slope Native Association. Since the implementation of the Native American Housing Assistance and Self-Determination Act of 1996, TNHA has served the remote and predominantly Iñupiaq villages of Anaktuvuk Pass, Atqasuk, Kaktovik, Nuiqsut, Point Lay, and Wainwright as their tribally designated housing entity (TDHE).

TNHA also manages “grandfathered” affordable housing units developed under the 1937 Housing Act in all eight villages of the North Slope Borough, as well as 112 units of market-rate public rental housing in the hub community of Utqiagvik (formerly Barrow). As of 2020, TNHA manages an inventory of approximately 360 total housing units across a service area nearly the size of Wyoming. Since 2009, TNHA has become known for its commitment to resilient, adaptive, energy-efficient construction and sustainability in the fastest-warming climatic region on the planet.

## PROJECT BACKGROUND

TNHA is soliciting qualifications to support multiple aspects of our foreseeable general housing and facility maintenance operations. In response to these anticipated needs, we have developed this Request for Qualifications (RFQ) to identify the leading service providers and contractors who specialize in areas relevant to our rural and remote Alaska Native communities.

As the recipient of federal Indian housing dollars for several federally recognized tribal governments, and as an institution culturally aligned with and accountable to these sovereign Indigenous nations, TNHA seeks to uplift qualified local Alaska Native- and American Indian-owned enterprises and individuals through its business and hiring practices wherever practicable. Additionally, TNHA encourages submissions by small business enterprises, minority-owned business enterprises, and women-owned business enterprises. For this work, previous experience with rural or Native communities, or with businesses owned by representatives of these communities, is highly desired.

If your qualifications and proposed rates are accepted, you will be considered for specific assignments for which your skills and experience are needed. Rates may be subject to negotiation. All accepted providers will be qualified for a period of at least 2 years. Costs for preparing the RFQ are the sole responsibility of the respondent. TNHA will not be responsible for reimbursement of time or expenses incurred in the preparation of responses to this RFQ.

## DESCRIPTION OF TECHNICAL SERVICES

Providers are expected to have: exceptional subject matter expertise; working knowledge of rural housing issues and/or the affordable housing sector; case studies of project success; sound judgment; good time management; and a track record of conscientious and timely communication with clients.

Areas of subject matter expertise may include one, several, or all of the following, to be clearly indicated by the vendor within their RFQ response:

- **Snow Removal Services**
- **Heavy Equipment Operation**
- **Heavy Equipment Repair**
- **Heating and Mechanical Repair**
- **Janitorial Services**
- **Electrical Services**
- **Painting**
- **Plumbing Services**
- **Asbestos Testing and/or Abatement**
- **Fire, Water and Mold Remediation**
- **Bed Bug Remediation**
- **Gravel Supply and Property Grading**
- **Solar Energy Design and Installation**
- **Fleet Maintenance and Repair Services**

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### Snow Removal Services

TNHA seeks local service providers experienced in snow removal with access to appropriate, reliable equipment to clear lots and roadways at TNHA facilities and residential multiplexes.

Due to the nature of TNHA winter operations, **response time** to site must be assured to be **within one (1) hour** from when the service provider receives the request from TNHA.

### Heavy Equipment Operation

TNHA seeks to rent certain pieces of heavy construction equipment, with qualified operators, in order to augment its own equipment and workforce on various projects, on an as-needed basis.

Specific services may include provision and operation of the following equipment:

- Large rubber-tired front-end loader with a standard bucket of 4 cubic yards capacity
- Rubber-tired aerial bucket truck with a working height of 50 feet
- Track-mounted backhoe with minimum weight of 50,000 lbs and sufficient power to lift and operate a standard bucket having a minimum capacity of 1¼ cubic yards
- Other pieces of equipment as deemed necessary

### **Heavy Equipment Repair**

TNHA seeks qualified providers to repair and maintain pieces of heavy construction equipment in its service fleet, such as front-end loaders, Bobcats, aerial bucket trucks, and similar.

### **Heating and Mechanical Repair**

TNHA seeks licensed and qualified service providers experienced in the repair and maintenance of gas- and oil-fired residential heating and mechanical systems common throughout the region. All work shall be performed in a professional manner according to industry standards.

Specific services may include repair, replacement and maintenance of residential heating and mechanical systems of the following types:

- Boilers and domestic hot water systems
- Pipes, fittings, pumps, expansion tanks and valves
- Rinnai and Toyo-stove heaters
- Air handlers and heat-recovery ventilators (HRVs)
- Local exhaust ventilation (kitchen range or bath fans)

### **Janitorial Services**

TNHA seeks local service providers experienced with janitorial work for normal and on-call cleaning of TNHA administrative facilities and multiplex common areas.

In the performance of janitorial services, service provider should use environmentally preferable cleaning products, unless otherwise specified.

### **Electrical Services**

TNHA seeks qualifications from licensed local service providers for normal and on-call electrical maintenance services, including emergency work and repairs.

Specific services may include repair, replacement and maintenance of the following:

- Electrical conduit and wiring
- Lighting systems and lighting control systems
- Receptacles, switches, data and telephone wall jacks
- Emergency lighting equipment
- Power and conduit to other systems such as HVAC systems
- UPS's or equipment
- Solar photovoltaic and/or home energy storage systems
- Data and telephone cabling
- Conduit systems for communication and other electronic systems
- Motors, MCC panels, electrical breakers
- Low voltage wiring for DDC
- Refrigeration electrical equipment
- Air controls
- Generator systems

## **Painting**

TNHA seeks local service providers experienced with painting for routine and on-call painting of its facilities and residential units.

Service provider is to furnish all industry specific materials, tools and supplies necessary to perform the services in a safe and effective manner, such as scaffolding, ladders, brushes, rollers, tape, drop cloths, pans, buckets, etc. to utilize during application.

## **Plumbing Services**

TNHA seeks licensed service providers with plumbing expertise for routine and on-call plumbing repairs and maintenance in its facilities and residential units, including in the outlying villages.

Service provider's staff shall maintain an Alaska journeyman plumber license and certificate of fitness, and shall be able to demonstrate knowledge of Uniform Plumbing Codes, state and location building codes to the satisfaction of TNHA's mechanical superintendent or other appropriate supervisory employee. Specific plumbing services may include installation, maintenance, alteration, repair or replacement of piping, plumbing fixtures, plumbing appliances, boiler and plumbing appurtenances in connection with any of the following:

- sanitary drainage
- storm facilities
- venting systems
- public or private water supply
- boilers and heating systems
- refrigeration drainage
- liquid waste and sewage

## **Asbestos Testing and/or Abatement**

TNHA seeks licensed and qualified service providers experienced with the sample collection and testing of presumed asbestos-containing materials in accordance with all applicable regulations, laws, codes and industry standards.

TNHA is also interested in receiving submissions from firms that offer professional abatement of asbestos-containing materials in accordance with industry standards, particularly those that have experience with multifamily residential structures.

## **Fire, Water and Mold Remediation**

TNHA seeks qualified service providers experienced with assessment of and response to fire, water and mold growth damage in residential structures. Service providers shall have detail a comprehensive and integrated approach to preparedness, response and recovery. Specific tasks may include drying, containment, decontamination, removal, treatment, transportation, disposal and stabilization of building structures, finishes, and/or other impacted properties, whether resulting from an acute incident or chronic damage incurred over the long term.

### **Bed Bug Extermination**

TNHA seeks service providers to inspect, identify, treat and monitor housing units with the intent of delivering comprehensive professional exterminations of bed bugs. Services providers shall follow recommended industry standards and best practices to eliminate bed bugs and provide follow-up procedures and preventative measures to avoid repeat infestations.

### **Gravel Supply and Property Grading**

TNHA seeks qualified service providers to supply gravel fill material to maintain and/or repair grade level at its properties for establishment of proper foundation drainage, driveways, and parking areas. Responses shall specify the type of material and price per delivered cubic yard.

### **Solar Energy Design and Installation**

TNHA seeks licensed service providers with demonstrated experience designing and installing rooftop and/or ground-mounted solar photovoltaic systems in high wind zones, and integration of such systems into remote village diesel micro-grids. Specific experience with design and installation of bifacial arrays and/or arrays located at high latitudes is particularly desired.

### **Fleet Maintenance and Repair Services**

TNHA seeks qualifications from licensed automotive repair service providers interested in maintaining its fleet of approximately twenty-five (25) light- and medium-duty vehicles, including SUVs, vans and trucks spanning the 2006 to 2020 model years. Interested providers are invited to take a walkthrough of TNHA's fleet.

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## **SUBMISSION REQUIREMENTS**

Responses to this RFQ must be submitted to [info@tnha.net](mailto:info@tnha.net) by August 15, 2020 at 11:59 p.m. Alaska Time. Late responses, and responses submitted by other means will not be considered.

Responses must include the following materials:

#### **A. Lead Applicant Information**

1. Legal Name of Organization
2. Primary Contact Name
3. Primary Contact Title
4. Primary Contact Telephone
5. Primary Contact Email Address
6. Mailing Address
7. Legal Status of Organization (Sole Proprietor, LLC, Non-Profit, etc.)
8. Number of Employees
9. Organizational History

## **B. Narrative and Rates**

1. Identify key personnel includes names, titles and areas of expertise specific to those listed within the Description of Services
2. Describe your organization's specific expertise in the project descriptions listed in Question 1.
3. Upload the Rate Sheet listing rates for all individuals that will work on the project.

## **C. Qualifications**

1. Upload no more than five (5) resumes and bios for each individual on the team, including information about experience with similar projects and professional qualifications.
2. Upload a detailed overview of no more than three (3) projects on which the organization and/or team members have been involved in the last two years, illustrating current experience and capabilities relevant to this project.
3. Include contact information of clients for whom the services were provided.

## **SELECTION CRITERIA**

Submissions will be assessed using the following criteria:

- Subject matter expertise and key personnel capabilities related to TNHA programs
- Demonstrated recent success in applying subject matter expertise and these capabilities to the communities engaged in and affected by the projects
- Ability to produce quality materials as evidenced by submitted samples
- Reasonableness of rates in relation to respondents' skills and experience

## **Contract for Services and Notification**

If your qualifications and rates are accepted, we will include you on our list of vendors to be considered for specific assignments for which your skills and experience are needed. You will be notified by September 30, 2020. Rates may be subject to negotiation. Offers of assignments will depend upon needs identified by TNHA management.

Upon qualification, vendors will be issued a Master Contract and placed on TNHA's roster. This Master Contract does not obligate TNHA to retain Contractor for any award. Any such further contracting will be by Task Order. Contractor will periodically receive invitations to provide price quotations on specific scopes of work through verbal/written solicitation. Contractors will be expected to indicate their availability to perform the scope of work and timeline for submission of deliverables. Project deliverables and timelines shall be detailed for each individual scope of work. Contractors will be issued Task Orders for services awarded to them.

TNHA will provide its standard contract Terms & Conditions on request to allow potential Contractors the opportunity to review our contract terms prior to investing time into submitting qualifications. Additional funder-required provisions may be included in the final task orders, if necessary.

## QUESTIONS

Please contact Aireen Amad-Antes, Deputy Director/Chief Financial Officer, at [aireen.amad@tnha.net](mailto:aireen.amad@tnha.net) with any questions related to this Request for Qualifications.