



**Sisseton Wahpeton Oyate
Long Hollow District
“Kaksiza Hanska”**

PO Box 555 • Agency Village, SD 57262

Phone: 605-698-4005

Fax: 605-698-7779

REQUEST FOR PROPOSALS

The Long Hollow District is presently seeking Planning/Contracting/Inspection services for the purpose of helping perform the following tasks for the Long Hollow District Center Renovation/Rehab Project:

Scope of Work

The tasks include and may not be limited to:

1. Development of Project Scope of Work and Bid Schedules
2. Complete and advertise Request for Proposals
3. Review, evaluate and recommend selection of bids from contractors for approval
4. Project management and oversight of work, submittals, pay requests & inspections
5. Complete updates and reports to the District
6. Complete any correspondence, reports, submittals and other required documentation to the Sisseton Wahpeton Oyate Tribe

Please submit the following in your proposal:

1. History and background of company
2. Cover letter and/or resume of experience of staff assisting with the project
3. Copies of any certifications, licenses and degrees
4. List of projects, description and pictures completed in the past
5. List of specific similar type projects completed in the past
6. Copy of SWO Tribal Business License and Liability Insurance Coverage if not a SWO Tribal Program or Entity
7. Required general documents (see Exhibit “A”)

Evaluation process will be conducted using the following criteria:

	Score
1. Price (30 pts)-----	_____
2. Qualifications & Experience (30 pts)-----	_____
3. Capacity to perform (30 pts)-----	_____
4. Indian Preference Required Documentation (10 pts)-----	_____
Total Score-----	_____

All acceptable proposals received by **3 September 2024, 3:00 PM CST** will be opened in the Vice Chairman’s office.

If you have any questions please contact Jessie Chanku, District Chairman (605) 956-0197 or jesschanku@hotmail.com.

Janelle DuMarce , District Coordinator

Long Hollow District Center

P.O Box 555

Agency Village, SD 57262

Submit proposals to:

SWO Procurement Office

Attn: Vern Vallie, Procurement Officer

P.O. 509

Agency Village, SD 57262

email: vvallie@swo-nsn.gov

All interested parties acknowledge that any agreement executed and performed within the Tribe's exclusive jurisdiction is subject to the exclusive jurisdiction of the Tribal Court of Sisseton-Wahpeton Oyate of the Lake Traverse Reservation. All interested parties acknowledge that they must comply with the Sisseton Wahpeton Oyate Ordinances: TERO Chapter 59 Requirements Wage Rates & Compliance Plan; Business License Ordinance Chapter 53 and Tax Ordinance.