

Siletz Management, LLC



2120 NW 44th Street, Suite D
Lincoln City, OR 97367
541-994-2142 • 877-564-7298
www.siletzmanagementllc.com

Lincoln Shores Office Building Siding Paint & Repair RFP No. 2018-03 Reissue

Request For Proposal
July 18, 2018

2120 NW 44th Street
Lincoln City, OR 97367

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1. Background

The Siletz Management, LLC's purpose is the help secure the future for Siletz Tribal members by investing in and managing financially sustainable business enterprises and properties. To this end, SMLLC is seeking bids from qualified vendors to paint and repair vinyl siding and trim, replace old rusty fasteners with new stainless steel fasteners and repair any damaged soffit as applicable for the 8,892 square foot Lincoln Shores Office Building located at 2120 NW 44th Street, Lincoln City, OR 97367.

Vendor must measure square footage of building in relation to project and include in their estimate. Please see Exhibit 1 for blue print including elevation control for reference.

2. The RFP Process Creates No Obligation

This Request for Proposal (RFP) is not an offer to contract made by SMLLC. In that regard, SMLLC explicitly reserves the absolute discretion to, among other things:

- Reject any proposal for any reason and with no obligation, financial or otherwise;
- Require clarification where a proposal is unclear;

Further, SMLLC is under no obligation to proceed through contract negotiation or any other stage, or to undertake any other duties. SMLLC (and any of its employees or agents) does not guarantee that the RFP process will continue, or that this RFP process will result in a contract with SMLLC.

3. Contact with Siletz Management, LLC regarding this RFP

This RFP represents the only source for bid submittal for the Lincoln Shores Office Building Siding Paint & Repair RFP No. 2018-03. All questions and inquiries related to this RFP shall be directed to:

Siletz Management, LLC
Attention. Michael Phillips
2120 NW 44th Street, Suite D
Lincoln City, OR 97367
Phone: (541) 994-2142
Fax: (541) 994-8973
mphillips@stbcorp.net

4. Final Date and Time for Receipt of Proposals

SMLLC will only accept sealed proposals that are clearly marked on the outside of the envelope with the name and address of the respondent and the words "**Lincoln Shores Office Building**

Siding Paint & Repair RFP2018-03” at the office of SMLLC, 2120 NW 44th Street, Suite D, Lincoln City, OR 97367 until: 4:30pm PST, Friday September 14, 2018. SMLLC will not accept faxed or late proposals. Proposals will not be opened publicly.

5. Proposal Requirements

To be deemed eligible for review, each proposal must meet the following basic requirements:

- Must be timely submitted;
- Must be signed by the respondent’s authorized representative;
- Must be complete at the time of submission; and,
- Must contain firm fee amount.

6. Proposal Expense and SMLLC Liability Release

Respondents are solely responsible for all the expenses they may incur in connection with preparing a proposal and any subsequent discussions or contract negotiations (if any) with SMLLC. In rejecting any or all proposals, and/or in ending any contract negotiation, SMLLC has no liability to any respondent for any claims or damages whatsoever. Each respondent expressly releases and discharges SMLLC from any such liability.

7. Tribal Preference

STBC welcomes proposals from all interested persons and businesses. However, in evaluating the relative merit of each proposal and ultimately awarding the contract, STBC will give a tribal preference as follows: first to enrolled Siletz tribal members, and secondly to enrolled members of other federally recognized Indian Tribes. Tribal preference is not the only factor in the evaluation process but it is an important one.

8. SMLLC Has No Liability for Errors

While SMLLC has used considerable efforts to ensure an accurate representation of information in this RFP, the information contained in this RFP is supplied solely as a guideline for respondents. SMLLC does not guarantee the accuracy of such information, nor is it necessarily comprehensive or exhaustive. Accordingly, SMLLC does not assume any liability or legal obligation in connection with the information contained in this RFP. Nothing in this RFP is intended to relieve respondents from forming their own opinions and conclusions with respect to the matters addressed in this RFP.

9. Respondent's Acceptance of All Terms and Conditions

By submitting a proposal, a respondent indicates its complete understanding of, and expressly agrees to, all the terms and conditions of this RFP, and warrants that all information contained in its proposal is true and accurate.

10. SMLLC May Modify Terms of RFP

SMLLC reserves the right to modify the terms of the RFP at any time within its sole discretion.

11. Confidentiality

Any information pertaining to SMLLC that a respondent obtains as a result of participation in this RFP, including without limitation this document, is confidential and shall not be disclosed or used for any purpose other than the submission of proposals without the express written authorization of SMLLC.

12. Summary of Qualifications

SMLLC is seeking candidates who have experience performing painting and sealing of exterior buildings including wood staining.

13. Contents of Submission

In responding to the RFP, respondents should be aware that the fee amount is a key consideration for SMLLC. However, it is not the only consideration, as the other factors below will influence SMLLC's evaluation as well. In that regard, respondents must submit a proposal that provides the following information:

1. Describe the reason for your interest in this contract;
2. Describe your experience in painting and sealing of buildings including wood staining
3. Confirm that you have a valid driver's license with no restrictions;
4. Confirm that you have a valid Contractor's license;
5. Provide proof of liability insurance and;
6. Describe your tribal affiliation, if any, and supply supporting documentation.

14. Proposal Scope

Respondents should base their proposals on the following description of the scope of the Resort manager's duties to include coordinating with Cearley Construction who may still be installing Emergency Exits at the building during the project timeline:

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- Inspect and determine all vinyl siding and trim areas that are damaged and need replacement
- Replace siding and trim areas
- Replace all rusty fasteners with new stainless steel fasteners
- Inspect and replace any damaged soffit
- Power wash building (to include cleanser)
- Paint the vinyl siding. Paint should contain acrylic and urethane resins, be the same shade or lighter than current color or equivalent
- Utilize primer when necessary
- Minimum two coats or recommend other amount

Price: \$ _____

Warranty Information: _____

Exhibit 1: Blue Print

