

The Tulalip Tribal Federal Corporation

Notice to Bidders

Sealed bid proposals will be received by The Tulalip Tribes Federal Corporation, at the Consolidated Borough of Quil Ceda Village's Office located at 8802 27th Avenue NE, Tulalip, Washington 98271-9694 for the following Project:

QCCCC Annual Custodial Janitorial Service BID SOLICITATION No-TTFC-CP-22-003

The Construction Manager for the Project is:

Lukas Reyes
Quil Ceda Village Project Management
8802 27th AVE NE
Tulalip, WA 98271
Email: lreyes@tulaliptribes-nsn.gov
Phone; 360-716-5022

Scope:

The Work of this Bid Package consists of the Work as shown and indicated on EXHIBIT A-Request for Proposal. The Work is not restricted by division of drawing(s) or specification(s). Unless otherwise specifically noted, all Work to be performed shall consist of labor, materials, tools, equipment, supervision, insurance, bond, applicable taxes and all other associated provisions necessary to provide and install the complete scope of work of the Contract in its entirety in strict accordance with the Contract Documents.

The project is located on the Tulalip Reservation located at 6330 31st Ave NE Suite 101 Tulalip, WA 98271 Completion time is limited to 365 calendar days from the Notice to proceed.

Any Proposed Equal for a Standard shall be submitted to the Construction Manager no later than ten (10) days prior to the bid opening. If no Addendum is issued accepting the Proposed Equal, the Proposed Equal shall be considered rejected.

Since there is a reasonable expectation that two or more qualified Tulalip Tribal Member Native American Owned Businesses (NAOBs) are likely to submit responsive bids, the Request for Bid Proposals will be **restricted to qualified Tulalip Tribal Member Business and TERO certified Native America Business**. Bidders or persons and entities submitting bid proposals shall submit evidence of certification to The Tulalip Tribes' TERO office as being a certified Tulalip Tribal Member NAOB with their Bid. Lower-tiered contractors and or material suppliers are encouraged to submit their bid quotations to certified Tulalip Tribal Member NAOB.

Native American Preference related to contracting, subcontracting, and suppliers in the project is required. Bidders shall abide by The Tulalip Code, Chapter 9.05 – TERO Code which provides Indian preference in contracting goods and services. Additionally, The Tulalip Tribes' Board of Directors has the authority to require those employers subject to The Tulalip Code, Chapter 9.05 – TERO Code and applicable federal laws and guidelines, to give preference to Indians in hiring, promotions, training, and all other aspects of employment. Bidders shall comply with this Code and the rules, regulations, and orders of the TERO Commission. For more information about The Tulalip Code, Chapter 9.05 – TERO Code, contact The Tulalip Tribes' TERO Department at 6406 Marine Drive, Tulalip, Washington 98271, Office

(360) 716-4747 or Facsimile (360) 716-0249. The Tulalip TERO Code is available for review on the Tulalip TERO website: <http://www.tulaliptero.com/>

Sealed bids will be received for:

Bid Package No. TTFC-CC-22-003

Project Name: QCCCC Annual Custodial Janitorial Service

until **October 11, 2022 at 2:00 p.m.** at which time all bids will be opened and read aloud. All required bid documentation shall be submitted to the front desk receptionist at the QCV – Administrative Office located at **8802 27th Avenue NE, Tulalip, WA** by the scheduled bid date and times. **ORAL, TELEPHONIC, FAXED OR TELEGRAPHIC BIDS WILL NOT BE ACCEPTED.**

A non-mandatory pre-bid meeting will be held on September, __21st __, 2022 at 10:00 a.m., at the following location:

6330 31st AVE NE SUITE 101

Tulalip, WA 98271

All Bidders are encouraged to attend the pre-bid meeting and to visit the project site in order to acquaint themselves with the local conditions under which the work will be performed and to correlate personal observations with the requirements of the Contract documents. If requested by those Bidders attending the pre-bid meeting a site visit will be conducted immediately after the pre-bid meeting.

All pre-bid questions and clarifications should be made in writing to the Construction Manager no later than seven (7) days prior to bid opening. Any and all such clarifications and any supplemental instructions will be in the form of written addenda, if issued or responded to. Be sure to include in the address of the correspondence the words "PRE-BID QUESTION".

On the Internet – Free of Charge:

Plans, specifications, addenda, bidders list, and plan holders list for this project are available through the Consolidated Borough of Quil Ceda Village – Tulalip Tribes' online plan room. Free of charge access is provided to Prime Bidders, Subcontractors, and Vendors by going to: **<<http://www.quilcedavillage.org>>** and clicking on: "**Contracts and Procurement**" and "**Bidding Opportunity**". This online plan room provides Bidders with fully usable online documents; with the ability to download and print to your own printer. Contact The Tribes' Construction Manager listed above should you require assistance.

1. For review at the following locations during normal business hours:

Consolidated Borough of Quil Ceda Village
8802 27th Avenue NE
Tulalip, WA 98271-9694
(360) 716-5022 office

Exhibits:

A: Site Plan

Attachments:

Request for Proposal

Bid Proposal Form

Contract Agreement

Confidentiality Agreement

The Tulalip Tribal Federal Corporation

REQUEST FOR PROPOSAL

QCCCC Annual Custodial Janitorial Service Bid Solicitation No. TTFC-CP-22-003 September 12,2022

1.0 INTRODUCTION

The Tulalip Tribal Federal Corporation ("TTFC") are soliciting Tulalip Tribal Business to submit a Proposal for the QCCCC Custodial Janitorial Service Bid Solicitation No. TTFC-CP-22-003 located at 6330 31st Ave NE Suite 101, Tulalip WA 98271

The contractor will be liable to provide (not limited to): Contractor will be responsible to provide Custodial and Janitorial Services as described in section 5.0-Scope of Service of this Request for Proposal.

All submissions will be required to include evidence of experience in projects of similar scale and complexity along with bonding capability in excess of the estimated cost of Service.

The Tulalip Tribes of Washington is a federally recognized Indian Tribal government with a constitution and bylaws approved by the United States Secretary of the Interior. See: 65 Federal Register 13298, 13301 (March 13, 2000). As a recognized tribal government, the Tulalip Tribes of Washington and all of its governmental agencies, is a tax-exempt entity. See: 26 USC §7871, and Washington Administrative Code Excise Tax Rule 192 (WAC 458-20-192). A citation of this code can be viewed at the Washington State Department of Revenue's "Doing Business in Indian Country" website at the following address <https://dor.wa.gov/taxes-rates/retail-sales-tax/doing-business-indian-country>. This project is Tax Exempt from all Sales and/or Use Taxes for all materials and supplies incorporated in construction of the Work that become a permanent part of the Project. Upon request a Tax Exemption form may be obtained from the Construction Manager.

Native American Preference related to contracting, subcontracting and suppliers in the project is required. Proposers shall abide by The Tulalip Code, Chapter 9.05 – TERO Code which provides NAOB preference in contracting goods and services. Additionally, The Tulalip Tribes' Board of Directors has the authority to require those employers subject to The Tulalip Code, Chapter 9.05 – TERO Code and applicable federal laws and guidelines, to give preference to Indians in hiring, promotions, training, and all other aspects of employment. Bidders shall comply with The Tulalip Code and the rules, regulations, and orders of the TERO Commission. For more information about

The Tulalip Code, Chapter 9.05 – TERO Code, contact The Tulalip Tribes' TERO Department at 6406 Marine Drive, Tulalip, Washington 98271, Office (360) 716- 4747 or Facsimile (360) 7160249. The Tulalip TERO Code is available for review on the Tulalip TERO website: www.tulaliptero.com.

2.0 SUBMITTAL DEADLINE

- Two (2) bound copies in a sealed envelope. Submission containing the information and documentation requested in this RFP must be received at the **Quil Ceda Village Administration office located at 8802 27th Ave NE, Tulalip WA 98271 no later than 2:00 p.m. on 10-11-2022. Submittals sent by mail or courier shall be sent to the address below. Faxed or e-mailed submittals will not be accepted.**

Lukas Reyes
Quil Ceda Village Project Management
8802 27th Ave NE
Tulalip, WA 98271

3.0 INFORMATIONAL MEETING

Quil Ceda Creek Counseling Company
6330 31st AVE NE Suite 101
Tulalip WA, 98271
Date: 09-21-22
Time: 10am

The purpose of the pre-submission meeting is to address any questions regarding the project.

All interested Tulalip Contractors are encouraged to attend the Pre-submission Meeting and visit the project site in order to acquaint themselves with the local conditions under which the work will be performed and to obtain personal observations of the project site.

4.0 PROJECT DESCRIPTION

Contractor will provide custodial and janitor services for the Quil Ceda Counseling Company located at: 6330 31st Ave NE Suite 101. Contractor will coordinate with the QCCCC Office Manager as described in section 2.0 Of this Request for Proposal.

5.0 SCOPE OF SERVICES

This Request for Proposal is for an annual custodial and janitorial services for Bid Solicitation No. TTFC-CP-22-003. The following outline of services to be provided is not a complete listing of services. The Contractor selected shall be responsible for providing all necessary equipment, tool and project scope experience. During preconstruction the Contractor shall actively participate as a member of the project team with the Owners representative.

The Contractor will work collaboratively and proactively with the Owner to proceed with scheduling, of the Work in a manner which supports the Owner's efforts to keep costs within the Owner's budget. The contractor shall provide services, including but not limited to:

5.1 CONTRACTOR USE OF SITE

1. Perform Work at site in areas permitted by law, permits, and Contract Documents.

2. Do not unreasonably encumber site with materials or equipment, and do not load structure with weight that will endanger structure. Storage of any materials or equipment shall be coordinated with the Construction Manager prior to delivery on-site. Materials shall be delivered to site on an as needed basis.
3. Assume full responsibility for protection and safekeeping of products stored on-site. Obtain and pay for use of additional storage or work areas needed for operations.
4. Site access: Access to the site for deliveries and operations shall be coordinated with Construction Manager and shall be performed in accordance with all local, city and county and or township requirements.
5. Contractors' normal working hours shall be between 4:00 PM to 10:00 PM Monday thru Saturday. Work performed outside of these hours is possible, subject to the approval of the Company's representative. Request by Contractor for working after hours shall be made at least 72 hours prior to requested period.

5.2 SCOPE OF WORK

The Site Plan is furnished (EXHIBIT A) for the convenience of the Contractor in preparing a proposal for this Project. The Summary of Work and related descriptions should in no way be construed as being all-inclusive. It is issued as a guide to aid in the assignment of responsibility of Work. If conflicts regarding the assignment of work exist between the Site Plan and the descriptions outlined herein, THE SCOPE OF WORK AS DEFINED HEREIN SHALL TAKE PRECEDENCE. EACH CONTRACTOR IS RESPONSIBLE TO REVIEW THE COMPLETE SET OF CONTRACT DOCUMENTS TO ASSURE THAT WORK REQUIRED TO BE INSTALLED TO COMPLETE ITS PHASE OF THE WORK IS INCLUDED IN ITS PROPOSAL.

It is recommended that all Bidders should become thoroughly familiar with the site, consult records and drawings of adjacent structures and of existing utilities and their connections, and note all conditions, which may affect or influence the Work of their respective bid package. By submitting a bid, Bidder affirms they have carefully examined the site and all conditions affecting their Work. No claim for additional compensation will be allowed based upon a lack of full knowledge of existing conditions.

1. Each Bidder shall submit their respective bid proposal based on the scope of work outlined in the respective this Bid Package as stated herein and as required by the Contract Documents. Submitted bid proposals shall provide for all labor, materials, tools, equipment, supervision, insurance, bond, applicable taxes and all other associated items necessary to furnish the complete scope of work for the respective bid package as it relates to the QCCCC Custodial and Janitorial Services Bid Solicitation No TTFC-CP-22-003. All Work shall be performed in strict accordance with the Contact Documents.
2. No work shall be performed by any Contractor unless a minimum of two persons are present on-site. This is for safety reasons and refers primarily to after-hours work or weekend work when other Contractors may not be present. It is recognized that there may be times when a Contractor may only need one (1) person on-site; however, this shall only be permitted during normal working hours.
3. Contractors shall follow ALL OSHA requirements. At a minimum, all personnel shall wear a sleeved shirt, long pants, work boots.
 - i. Horseplay and other unsafe conduct are strictly prohibited.

- ii. Alcoholic beverages, non-prescription (illegal) drugs, firearms, fireworks, explosives, or weapons are not allowed on the property.
 - iii. No workers are to smoke in the building or within the confines of the site during any phase of construction. This policy also applies to all smokeless tobacco products.
 - iv. Theft, abuse, or destruction of property, tools, equipment or materials will not be tolerated.
 - v. Contractors and all of their employees, including those of subcontractors and suppliers, shall abide by any and all rules the Construction Manager or the Owner may have in effect or hereinafter put into effect at the site of the Work including those pertaining to worker and Owner personnel safety, use of cameras, and security procedures or requirements. Contractor shall remove from the Project site any employee violating these rules at the request of the Owner or Construction Manager.
 - vi. Contractor shall distribute a copy of work rules and shall periodically review with tradesmen in weekly Safety meetings. All Contractors shall daily monitor the project to assure that all rules are complied with.
4. No Contractor shall interfere with automobile and or pedestrian traffic around the Project site. All Contractors will coordinate any disruptions with the Company's Representative(s) a minimum of 72 hours in advance. All Contractors will be responsible for supplying all temporary signage, barricades, flagmen, etc. in accordance with local, city, county, and or township requirements required to conduct this work.
5. All Contractors shall minimize disruption to the local traffic patterns during the performance of the Work and conform to all tribal, local, city and or county requirements for traffic disruption, deliveries, etc.
6. DAILY CLEANUP of each Contractor's trash & debris IS MANDATORY for this Project and is included in the Contract. Each Contractor shall remove all debris created by the performance of their Work to a dumpster provide by the Owner. Failure to clean up the site and building on a daily basis will result in the performance of this activity by the Contractor or other designated Contractor as requested by the Construction Manager at a unit rate of \$100.00 per man-hour plus equipment and associated costs. THIS CONTRACT PROVISION WILL BE STRICTLY ENFORCED.
7. Contractors shall be responsible for the care and storage of all materials delivered to the jobsite with acknowledgement of requirements of each Contractor's Work. All storage of material on-site must be coordinated in advance with the Construction Manager.
8. Contractor shall be responsible for the protection and security of their equipment, tools, materials, and finished work. Damage to or theft of any tools, equipment, or materials, whether incorporated into the work or not, prior to Contract Completion, shall be repaired and or replaced at Contractor's expense. Contractors shall provide protection and security of all Work at all times. Notify Company's Representative(s) immediately of any damage or theft incidents.
9. Should any damage occur the damage will be corrected and the Contractor causing the damage shall be held responsible for any and all incurred costs, in accordance with the provisions of the Contract Documents.

10. Office Areas, Lab, and Meeting Rooms:

Daily:

“Cleaning” or “cleaned” for foreign and organic material and then disinfect all desks and tables. Carpets should be vacuumed, preferably using a steam vacuum cleaner. Hard flooring should be mopped for cleaning (foreign and organic) and then disinfecting solution. High contact areas such as door handles, cabinet hardware, light switches, IT equipment, keyboards, and anything else which is likely to have been touched should be sanitized. Waste bins and sharps containers should be emptied and bin liners replaced.

Weekly:

Dusting down window sills, skirting boards, signs or pictures on the walls. Spot clean walls as often as necessary.

11. Break Room:

Daily:

Sink, faucets, countertops should be disinfected. Cups and mugs should be rinsed and placed appropriately in dish washer. Cupboards should be wiped clean while handles should be cleaned and then disinfected. High contact areas such as light switches, door handles, refrigerator handles, coffee makers, drawer/cupboard hardware cleaned and then disinfected. Garbage should be collected and disposed of and bin liners replaced. Floor should be mopped using clean and then disinfectant methods.

Weekly:

Dusting down window sills, skirting boards, signs or pictures on the walls. Spot clean walls as often as necessary.

12. Restrooms/Showers:

Daily:

Toilets, sinks, faucets, shower, soap dispensers, garbage bins, light switches, door handles, sanitary bins and hand dryers/paper towel dispensers need to be cleaned and then disinfected. Garbage and sanitary bins should be emptied and taken to the designated location, replace bin liners. Mirrors and glass should be cleaned. Floors require mop cleaning and then disinfecting. Walls should be spot cleaned as needed.

13. Reception Area:

Daily:

Reception desk surfaces requires cleaning and then disinfecting, including any IT equipment, phones, countertops, door handles, light switches, and any other area that is likely to have been touched by people. This may include seating, coffee table, vending machine, coffee machine for visitors, etc. Mop for cleaning and then disinfecting hard flooring or steam vacuum carpets. Empty garbage bins and replace bin liners.

Weekly:

Spot clean walls and dust both high and low surfaces, such as pictures, light fittings, and skirting boards weekly or as deemed necessary.

14. Hallways/Front Entryway:

Daily:

Clean then disinfect doors, door frames, door handles, and light switches. Wipe down doors on both sides. Mop to clean and then disinfect hard flooring or steam vacuum carpets. Front entryway should be swept and kept free of any debris (i.e. leaves) or garbage.

Weekly:

Dust both high and low areas, including clocks, photo frames, artwork, and skirting boards.

15. Entire QCCCC Interior Site:

Monthly:

Complete dusting of all exposed surfaces, and wipe down/sanitization of walls and cleaning and disinfecting of all floors in interior of entire building once per month. Monthly or Bi-Monthly steam vacuum carpets.

6.0 SELECTION AND AWARD PROCESS

The intent of this RFP is to solicit interest from the Tulalip contracting community for Annual Custodial and Janitorial Service of the Quil Ceda Creek Counseling Company Located at 6330 31st Ave NE Suit 101, Tulalip WA, 98271. Selection will be made based upon the evaluation of the contractor's or team's capability and cost of the project.

The process for selection of the Contractor, commencing Preconstruction Services, and negotiating the Guaranteed Maximum Price Contract ("Contract") is anticipated to be as follows:

1. The Tulalip Contractors submitting a proposal will be scored and ranked on the basis of the evaluation criteria set forth in this RFP as a LUMP SUM.
2. The Tulalip Tribal Federal Corporation reserves the right to check references of the Contractor(s) at any time during the selection process. Should the information obtained during the reference checks cause concern regarding the firm's past performance or their ability to successfully perform the contracts to be executed based on the requirements of this RFP, the Tulalip Tribes has the sole discretion to determine a Contractor is not qualified for the Project. References can include The Tulalip Tribes, provided the Contractor has performed past project with the Tulalip Tribes, and others whether specifically listed by the proposing firm or not.

7.0 SUBMISSION FORMAT

Every Proposer must reply to each of the evaluation criteria set forth below in a clear and concise manner. Responses must be in the same order as listed, clearly separated and labeled by response. Brevity is preferred. Do not duplicate information presented in the Submission. Pay attention to specific requests for information. Organize the Submission in a manner that enables the selection committee to quickly access the requested, and pertinent, information. Submissions shall be submitted on 8 ½ x 11 pages unless otherwise requested and in a sealed envelope.

1. TERO Certification: Native American Owned Businesses (NAOBs) submitting proposals shall submit evidence of certification from the Tulalip Tribes' TERO (Tribal Employment Rights Ordinance) office as being a certified NAOB or Tulalip Tribal Member NAOB with their Submission in order to obtain the preferences provided for in this RFP.

2. Proof of Bond and insurance

3. Washington State Business License

4. Tulalip Tribes Business License

4. Bid Proposal Form

5. Confidentiality agreement

6. Proof of training for:

a. Bloodborne pathogens

b. Hazardous material handling

8.0 FINAL SELECTION

The Tulalip Tribal Federal Corporation intend to select the Contractor that meets the criteria set above from the Submission of this RFP. Final selection shall be at the sole discretion of the Quil Ceda Village Project management team.

9.0 PHASE WORK PLAN

Within seven (7) days of notification of its selection, the Contractor will be required to submit a Phase Work Plan for Work. Contractor shall coordinate with the owner's representative for scheduling work plan.

If the Preconstruction Phase Work Plan is not satisfactory the Owner will advise the Contractor of the shortcomings in the Preconstruction Phase Work Plan. The Contractor will not be entitled to any compensation under this paragraph until a Preconstruction Phase Work Plan, satisfactory to the Owner, is provided and an Agreement for Preconstruction Work is executed. Failure to submit a Preconstruction Phase Work Plan within fourteen (14) calendar days of the Contractor selection, that is acceptable to and approved by the Owner, may result in the Owner canceling the Contractor selection. The Owner may then, at its discretion, begin discussions with the next highest Contractor.

10.0 RIGHT OF REJECTION

The Tulalip Tribal Federal Corporation reserves the right to reject any and all Submissions and the right to elect not to proceed with the project.

11.0 PRODUCT OWNERSHIP

Any documents or drawings or reports resulting from the contract will be the property of the Tulalip Tribal Federal Corporation.

12.0 LICENSING REQUIREMENTS

All individuals, businesses, entities, and organizations engaged in business activities on the Tulalip Indian Reservation shall obtain a Tulalip Tribal Business License. This applies to all contractors, subcontractors, materialmen, suppliers, and consultants, regardless of tier or location, working on the project.

Contractor shall be licensed by the State of Washington.

Note: Any professional or business licenses required will be the sole cost and responsibility of the Contractor

13.0 SUBMISSION DEVELOPMENT COSTS

The cost of preparing and submitting a Submission is the sole responsibility of the proponent and shall not be chargeable in any manner to the Tribes.

14.0 SCHEDULE

The Tulalip Tribes anticipates the Contractor selection schedule will be as follows:

RFP Issued	09-12-2022
Questions Due	09-20-2022
Informational Meeting	09-21-2022
Response to Questions Issued by	09-26-2022
Submissions Due	10-11-2022
Selection	10-13-2022
Notice to proceed	Estimated 11-7-22 (subject to change)

Questions may be delivered by electronic mail. All requests for interpretation shall be brought to the attention of the Construction Manager in writing no later than Question Due date, indicated above. Questions should be addressed to:

Lukas Reyes
Quil Ceda Village Project Management
8802 27th AVE NE
Tulalip WA 98271
Email: lreyes@tulaliptribes-nsn.gov
Phone: (360)716-5022

ATTACHMENTS

1. Site Plan
2. Contract agreement
3. Bid Proposal Form
4. Confidentiality Agreement

Exhibit - A

Site Plan

DRAFT
 NOT FOR CONSTRUCTION

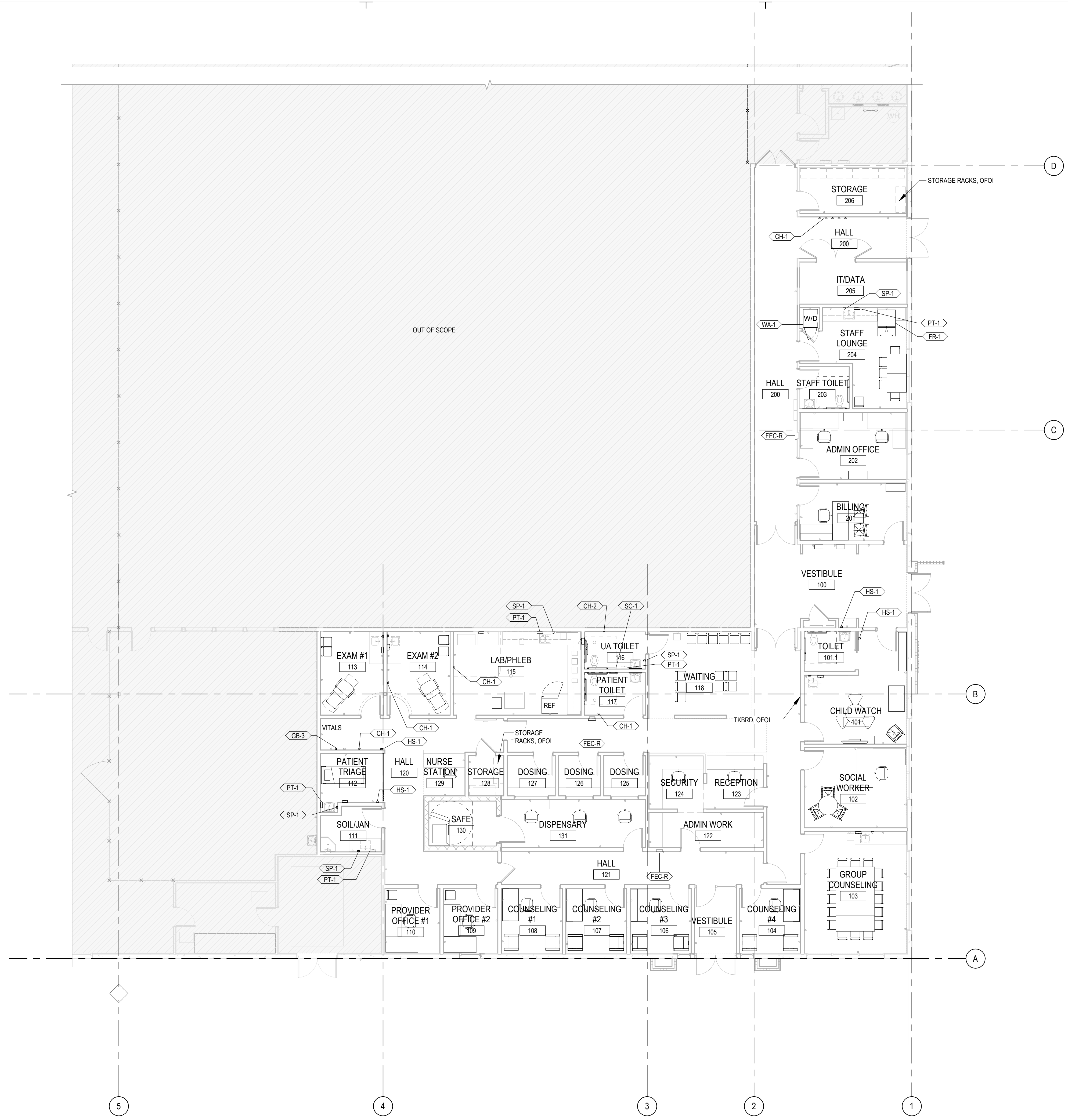
QUIL CEDA CREEK COUNSELING
 TULALIP TRIBES FEDERAL CORPORATION
 6330 31ST AVE NE
 TULALIP, WA 98271

PROJECT #	2016106.11
60% PERMIT SET	
ISSUE DATE	MAY 7, 2021
REVISION SCHEDULE	

UPDATE

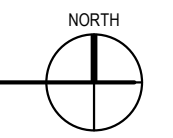
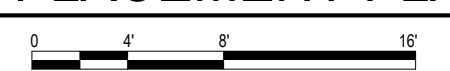
FF&E PLACEMENT
 PLAN

SHEET #
A80.01



DATE/TIME PRINTED: 5/5/2021 4:22:58 PM
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1 FF&E PLACEMENT PLAN
 1/8" = 1'-0"



The Tulalip Tribal Federal Corporation

BID PROPOSAL FORM

Project Name: QCCCC Annual Custodial Janitorial Service
Bid Solicitation No. TTFC-CP-22-003

Date of Bid: _____

Location of Project: 6330 31st Ave NE Suite 101, Tulalip WA 98271

COMPANY NAME OF BIDDER: _____

CERTIFIED "INDIAN-OWNED" ENTERPRISE OR ORGANIZATION:

YES _____ If Yes, Percentage (%) of Indian Ownership: _____ **NO** _____

Having read and examined the Contract Documents, including without limitation the Drawings and Specifications, prepared by the Architect and the Tulalip Tribes of Washington for the above-referenced Project, and the following Addenda:

ADDENDA ACKNOWLEDGED (Enter Addenda Number and Date of Addenda below):

- 1. _____ 2. _____

The undersigned Bidder proposes to perform all Work for the applicable Contract, in accordance with the Contract Documents, for the following sums:

BASE BID FOR PACKAGE No. TTFC-CP-22-003

BASE BID: _____ **Dollars\$** _____
(Write in Words Above Base Bid Amount) (Write in Number Form Above)

Bid Clarification: The Tulalip Tribes of Washington's exemption of Washington State Sales Taxes related to Project.

BIDDER'S CERTIFICATION

The Bidder hereby acknowledges that the following representations in this bid are material and not mere recitals:

1. The Bidder has read and understands the Contract Documents and agrees to comply with all requirements of the Contract Documents, regardless of whether the Bidder has actual knowledge of the requirements and regardless of any statement or omission made by the Bidder which might indicate a contrary intention.
2. The Bidder represents that the bid is based upon the Standards specified by the Contract Documents.
3. The Bidder acknowledges that all Work shall be completed within the time established in the Contract Documents, and that each applicable portion of the Work shall be completed upon the respective milestone completion dates, unless an extension of time is granted in accordance with the Contract Documents. The Bidder understands that the award of separate contracts for the Project will require sequential, coordinated and interrelated operations which may involve interference, disruption, hindrance or delay in the progress of the Bidder's Work. The Bidder agrees that the Contract price, as amended from time to time by Change Order, shall cover all amounts due from the Tulalip Tribes of Washington resulting from interference, disruption, hindrance or delay caused by or between Contractors or their agents and employees.
4. The Bidder has visited the Project site, become familiar with local conditions and has correlated personal observations with the requirements of the Contract Documents. The Bidder has no outstanding questions regarding the interpretation or clarification of the Contract Documents.
5. The Bidder agrees to comply with The Tulalip Code, Chapter 9.05 – TERO CODE and give preference to Indians in hiring promotions, training and all other aspects of employment contracting and subcontracting.
6. The Bidder agrees to comply with The Tulalip Code, Chapter 9.05 – TERO CODE and give preference to certified, qualified Indian-owned enterprises and organizations in the award of contracts and subcontracts.
7. The Bidder and each person signing on behalf of the Bidder certifies, and in the case of a joint or combined bid, each party thereto certifies as to such party's entity, under penalty of perjury, that to the best of the undersigned's knowledge and belief: (a) the Base Bid, any Unit Prices and any Alternate Bid in the bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition as to any matter relating to such Base Bid, Unit Prices or Alternate bid with any other Bidder; (b) unless otherwise required by law, the Base Bid, any Unit Prices and any Alternate bid in the bid have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to the bid opening, directly or indirectly, to any other Bidder who would have any interest in the Base Bid, Unit Prices or Alternate bid; (c) no attempt has been made or will be made by the Bidder to induce any other individual, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.
8. The Bidder will execute the Contract Form with the Tulalip Tribes of Washington, if a Contract is awarded on the basis of this bid, and if the Bidder does not execute the Contract Form for any reason, other than as authorized by law, the Bidder and the Bidder's Surety are liable to the Tulalip Tribes of Washington as provided in Article 6 of the Instructions to Bidders.
9. Bidder agrees to furnish any information requested by the Tulalip Tribes of Washington to evaluate the responsibility of the Bidder.

Any modification made to either the bid form or exception taken to the defined scope of work outlined in this bid package may result in the bid proposal being considered non-responsive.

Each bid shall contain the name of every person interested therein. If the Bidder is a corporation, partnership, sole proprietorship, or limited liability corporation, an officer, partner or principal of the Bidder, as applicable, shall print or type the legal name of the Bidder on the line provided and manually sign the Bid Form. If the Bidder is a joint venture, an officer, partner or principal, as applicable, of each member of the joint venture shall print or type the legal name of the applicable member on the line provided and signs the Bid Form. An unsigned or non-original signed Bid Form will render the Bid as non-responsive.

BIDDER'S NAME (PRINT): _____

Authorized Signature: _____

Title: _____

Company Name: _____

Mailing Address: _____

Telephone Number: (_____) _____ Facsimile Number (_____) _____

Where Incorporated: _____

Type of Business (circle one): corporation partnership sole proprietorship limited liability corporation

The Tulalip Tribes Business License Number: _____

State of Washington Contractor's License Number: _____

Federal ID Number: _____

Contact Person for Contract processing: _____

Bid Proposal Form

TERO Certification

Bond and Insurance

Washington State Business License

Confidentiality Agreement

Proof of Training

1. Bloodborne Pathogens
2. Hazardous Materials Handling

END OF BID FORM

The Tulalip Tribal Federal Corporation

CONFIDENTIALITY AGREEMENT

Upon award of a Contract the successful Bidder shall provide the Tulalip Tribal Federal Corporation with a completed and signed Confidentiality Agreement as setforth herein. Successful Bidder shall also provide the Tulalip Tribes of Washington with a Confidentiality Agreement completed and signed by all lower tier contractors and or suppliers whom may perform Work on the Project.

I / we, the undersigned, have been provided certain confidential and proprietary information (“*Confidential Information*”) regarding the Tulalip Tribes of Washington and the Tulalip Tribal Federal Corporation for the Project identified as **QCCCC Annual Custodial Janitorial Service Bid Solicitation No. TTFC-CP-22-003**. “*Confidential Information*” shall include, without limitation, all financial information, data, materials, products, manuals, business plans, marketing plans, Project design documents, or other information disclosed or submitted orally, in writing, or by any other media.

The undersigned acknowledges that this Confidential Information is sensitive and confidential in nature, and that the disclosure of this information to anyone not part of this agreement would be damaging to the Tulalip Tribes of Washington.

In consideration of the premises herein contained, I / we understand and agree that I / we will not disclose any “*Confidential Information*” regarding this “*Project*” to any person(s) not privy to this agreement. Furthermore, I / we will not disclose any of this information directly or indirectly to any competitor of the Tulalip Tribes of Washington and its entities.

Agreed to and accepted:

Signature: _____

Title: _____

Printed Name: _____

Date: _____



**THE TULALIP TRIBES OF WASHINGTON
TULALIP TRIBAL FEDERAL CORPORATION
CONTRACT AGREEMENT**

**For
Tulalip Tribal Federal Corporation
Bid Solicitation No TTFC-CP-22-003
Quil Ceda Creek Counseling Company
Annual Custodial Janitorial Service**

This agreement (the “Contract”) entered into this _____ day of _____, 2022, between the Tulalip Tribal Federal Corporation, located at 8802 27th Avenue NE, Tulalip, WA 98271, hereinafter referred to as the “Company” and **(Contractor name and address)** hereinafter referred to as “Contractor”. The Company is a federal corporation chartered under Section 17 of the Indian Reorganization Act, as amended.

WITNESSETH, that the Contractor and the Company for the consideration stated herein mutually agree as follows:

SECTION ONE: DESCRIPTION OF WORK

This Contract consists of this written agreement and all appurtenant “Contract Documents” described in Section Six of this Contract. Contractor shall perform the following described work in accordance with this Contract documents and the Request for Proposal- Exhibit A, incorporated as Bid Project# **TTFC-CP-22-003**:

The Contractor will perform all work as described in Exhibit B- Request for Proposal to include but not limited to; Custodial and Janitorial Services for the Quil Ceda Creek Counseling Company located at:

6330 31st AVE NE SUITE 101
Tulalip, WA 98271

The project is located on the Tulalip Tribes Reservation.

SECTION TWO: CONTRACT PRICE

The Company agrees to pay the Contractor for the work described with a total Contract price of **XXXXXXXXXXXXXXXX** (the “Contract Price”). Payment of this amount is subject to additions or deductions in accordance with the bid unit price amounts listed in the bid proposal, provisions of this Contract and of any other documents to which this Contract is subject. Contractor shall be entitled to full payment when Contract work is completed and approved by the Company. Progress payments shall be made to the Contractor in accordance with the provisions of Section Three of this Contract.



SECTION THREE: PAYMENTS

The Company shall make payment for a portion of the work to the Contractor no later than thirty (30) days after the Company' accounting department begins processing Contractor's invoice for that work. Such processing shall begin after Contractor presents the invoices and deliverables to the Company' Contract Officer and Construction Director and the Contract Officer and Construction Director submits written approval to the accounting department for payment based on an inspection of the work. Payment by the Company does not constitute a waiver of any claims by the Company against Contractor concerning or arising out of this Contract. Acceptance of final payment by Contractor constitutes a waiver of all claims by Contractor.

Contractor agrees to maintain for inspection by the Company for three years after final payment all books, records, documents, and other evidence pertaining to the costs and expenses of this Contract, hereinafter collectively called, "records", to the extent and in such detail as will properly reflect all net costs, direct and indirect, of labor, supplies, and services, and other costs of whatever nature for which reimbursement is claimed under the provisions of this Contract.

In the event payment for work performed under this Contract is made from federal or state funds, Contractor shall abide by all applicable federal and state laws and regulations governing such funds which laws and regulations are hereby incorporated by reference. Any rights of the Contractor are subject to the limitations on and availability of such funds to the Company.

Contractor shall not be entitled to any interest on any amount found due and owing hereunder, whether before or after judgment, but shall, at most, only be entitled to the amount specified in Section Two: **CONTRACT PRICE**.

SECTION FOUR: STARTING AND COMPLETION DATES

The date of commencement of the work shall be the date of this Contract unless a different date is made for the date to be fixed in a Notice to Proceed issued by the Company. This Contract shall become effective upon its signing by the Company' Board of Directors, Contract Officer and Contractor.

The Contract time (the "Contract Time") shall be measured from the date of commencement.

The Contractor shall diligently prosecute the work and shall complete all work so that Contract Completion can occur on or before **365 calendar days** from the date of the Notice to Proceed, unless the Contractor timely requests and the Company grants an extension of time in accordance with the Contract Documents.

It is understood and agreed that all work shall be completed within the established time for Contract Completion, and that each applicable portion of the work shall be completed upon the respective milestone completion date(s), unless the Contractor timely requests and the Company grants an extension of time in accordance with the Contract Documents.



SECTION FIVE: LIQUIDATED DAMAGES

Upon failure to have all work completed within the period of time above specified, or failure to have the applicable portion of the work completed upon any milestone completion date, the Company shall be entitled to retain or recover from the Contractor, as Liquidated Damages, and not as a penalty, the applicable amount set forth in the 2021 WSDOT Standard Specifications and the Special Provisions for each and every day or portion of a day thereafter until Contract Completion, unless the Contractor timely requests and the Company grants an extension of time in accordance with the Contract Documents.

The amount of Liquidated Damages is agreed upon by and between the Contractor and the Company because of the impracticality and extreme difficulty of ascertaining the actual amount of damage the Company would sustain.

SECTION SIX: CONTRACT DOCUMENTS

The Contract Documents includes the following, which are incorporated by reference as if fully set forth herein (not in order of precedence), on which the Contract between the Company and Contractor is based, in accordance with which the work is to be done, are as follows:

- a. This Contract, together with such supplementary agreements and conditions as are attached hereto;
- b. Proposal (Form of Bid);
- c. Request for Proposal
- d. The Tulalip Code, Chapter 9.05 – TERO Code;

These Contract Documents together form the Contract for the work herein described. The parties intend that the documents include provisions for all labor, materials, equipment, supplies, and other items necessary for the execution and completion of the work and all terms and conditions of payment. The documents also include all work and procedures not expressly indicated therein which are necessary for the proper execution of the project.

This Contract and the Contract Documents, including its referenced appendices, represents the entire and complete agreement between the parties and supersedes all prior negotiations, representations, or agreements either written or oral and may be amended or modified only in writing signed by both parties. Nothing whatsoever in this Contract constitutes or shall be construed as a waiver of sovereign immunity of the Company, the Tulalip Tribes of Washington, or Tulalip Tribal Federal Corporation. This Contract shall not be valid unless each and every signature designated below is affixed.



SECTION SEVEN: AUTHORITY OF TULALIP TRIBES' REPRESENTATIVE(S)

The Company's representative designated as the Contract Officer and Construction Director authorized to administer and implement the terms and conditions of this Contract is,

Tanya Burns
Quil Ceda Creek Counseling Company
6330 31st AVE NE
Tulalip, WA 98271

The Company's representative designated as Inspector authorized to inspect Contract performance in detail is **Lukas Reyes**.

The Company's authorized representatives shall be allowed to observe any work done by the Contractor which is covered by this Contract.

SECTION EIGHT: RESPONSIBILITIES OF CONTRACTOR

Contractor's duties and rights in connection with the project herein are as follows:

- a.** Responsibility for and supervision of work. Contractor represents that he has inspected and is familiar with the work site and the local conditions under which the work is to be performed. Contractor shall be solely responsible for all construction and installation in accordance with the Contract, including the techniques, sequences, procedures, and means for coordination of all work. Contractor shall properly supervise and direct the work of the employees and subcontractors, and shall give all attention necessary for such proper direction. Contractor represents that he is bonded in sufficient amount to cover Contractor's liability occasioned by Contractor's performance of this Contract.
- b.** Discipline and employment. Contractor shall maintain at all times strict discipline among his workers and agrees not to employ for work on the project any person unfit or without sufficient skill to perform the job for which he was employed.
- c.** Furnishing of labor, materials, etc. Contractor shall provide and pay for all labor, materials and equipment, including but not limited to tools, construction equipment, machinery, utilities including water, transportation, and all other facilities and services necessary for the proper completion of the work on the project in accordance with the Contract Documents.
- d.** Manufacturer's instructions. Contractor shall comply with manufacturer's installation instructions and recommendations to the extent that those instruction and recommendations are more explicit or stringent than requirements contained within the Contract Documents.



e. Payment of taxes, procurement of license and permits. Contractor shall pay any taxes required by law in connection with work on the project and shall secure all licenses and permits necessary for proper completion of the work, paying the fees therefore.

The Tulalip Tribes of Washington is a federally recognized Indian Tribal government with a constitution and bylaws approved by the United States Secretary of the Interior. See: 65 Federal Register 13298, 13301 (March 13, 2000). As a recognized tribal government, the Tulalip Tribes of Washington and all of its governmental agencies, is a tax exempt entity. See: 26 USC §7871, and Washington Administrative Code Excise Tax Rule 192 (WAC 458-20-192). Portions of this project are Tax Exempt from all Sales and/or Use Taxes for all materials and supplies incorporated in construction of the work that become a permanent part of the Project. Upon request a Tax Exemption form may be obtained from the Tulalip Tribes. WAC 458-20-192(5)(a)(ii) states that retail sales tax is not imposed if the retail service (e.g. construction services) is performed for the member or tribe in Indian country. In the case of retail service that is performed on and off Indian country, only the portion of the Contract that relates to work done in Indian country is excluded from tax. The work done for a tribe or Indian outside of Indian country, for example a road work that extends outside of Indian country, is subject to retail sales tax.

f. Compliance with laws and regulations. Contractor shall comply with all applicable laws and ordinances, and rules, regulations, or orders of all public authorities relating to the performance of the work herein. If any of the Contract Documents are at variance therewith, he shall notify the Company, through the Construction Director, promptly on discovery of such variance.

g. Responsibility for negligence of employees and subcontractors. Contractor assumes full responsibility for acts, negligence, or omissions of all other persons doing work under a Contract with him.

h. Warranty of fitness of equipment and materials. Contractor represents and warrants to the Company that all equipment and materials used in the work and made a part of any structure thereon, or placed permanently in connection therewith, will be new unless otherwise specified in the Contract Documents, of good quality, free of defects, and in conformity with the Contract Documents. It is understood between the parties that all equipment and materials that are not so in conformity are defective.

i. Cleaning and protection. Contractor shall during handling and installation clean and protect in progress and adjoining materials in place. Contractor shall apply protective covering where required ensuring protection from damage or deterioration.

j. Clean-up. Contractor agrees to keep the work premises and adjoining way free of waste materials and rubbish caused by his work or that of his subcontractors, and further shall remove all such waste materials and rubbish on termination of the project, together with all his tools, equipment and machinery.

k. Indemnity and hold harmless agreement. Contractor agrees to indemnify and hold harmless the Company, its employees, and their agents from and against all claims, damages, losses, and expenses including reasonable attorney fees in case it shall be necessary for the Company to commence or defend any action arising out of or associated in any way with performance of the work herein, which is:

1. For bodily injury, illness or death, property damage including loss of use, or other



damage, and

2. Caused in whole or part by Contractor's negligent act or omission, or that of a subcontractor, or that of anyone employed by them or for whose acts Contractor or subcontractor may be liable.

l. Contractor shall defend, indemnify and hold harmless the Company, its employees, and their agents against all loss, damage, liability, claims, lawsuits demands, or costs arising in connection with this Contract. Contractor shall reimburse the Company for all costs reasonably incurred to defend the Company against such claims through attorneys of the Company's choice.

m. Contractor shall promptly notify the Company, through the Contract Officer and/or Construction Director, of any litigation arising from or affecting its operations under this Contract, including any bankruptcy or insolvency proceedings of Contractor or of its assignees or subcontractors. Contractor shall not assign its rights under this Contract without first obtaining the Company's written approval.

n. Payment of royalties and license fees; hold harmless agreements. Contractor agrees to pay all royalties and license fees necessary for the work and to defend all actions and settle all claims for infringement of copyright or patent rights, and to save the Company harmless therefrom.

o. The Contractor will be required as part of this Contract to provide weekly certified payrolls and be in compliance with the Tribal Employment Rights Office (TERO) requirements. The Contractor shall be required to schedule a meeting with TERO prior to the start of work on this project and provide a signed approved copy of their Compliance Plan to the Contract Officer and/or Construction Director.

p. Archaeological and Historical Objects. Archaeological or historical objects, which may be encountered by the Contractor, shall not be further disturbed. The Contractor shall immediately notify the Contract Officer and/or Construction Director of any such finds. The Contract Officer and/or Construction Director will contact the Tribal Natural Resource and Cultural Resource Department who will determine the nature of the object(s). The Contractor may be required to stop work in the vicinity of the discovery until such determination is made. If the Tribal representative determines that the object(s) are to be surveyed, the Tribal representative may require the Contractor to stop work in the vicinity of the discovery until the survey is accomplished.

q. Excess material. All excess material shall become the property of the Company.

r. The Contractor shall, whether or not federal or state funds are involved, without additional expense to the Company, comply with all applicable laws and obtain all required licenses and permits necessary to execute the provisions of this Contract. Contractor shall file all required returns and notices.

s. When working within the exterior boundaries of the Tulalip Indian Reservation, Contractor shall comply with all Tribal laws. Before commencing work, Contractor shall obtain all required Tribal licenses and permits. Contractor shall indemnify and hold the Company, its employees, and their agents harmless from any and all costs, liabilities, or obligations by reason of the failure of Contractor or his or her employees, agents, subcontractors or assigns to comply with any applicable law.



t. Contractor shall not discriminate against any employee or applicant for employment on the basis of race, color, religion, age, sex, national origin, or handicap, with regard to employment “upgrading, demotion, transfer, recruitment, advertising, layoff, termination, rates of pay, or other forms of compensation and selection for training. Notwithstanding the foregoing, Contractor shall provide preference in employment and subcontracting in accordance with The Tulalip TERO Code, Chapter 9.05 – TERO Code as it now exists or may be hereafter amended.

SECTION NINE: TIME OF ESSENCE – EXTENSION OF TIME

All times stated herein or in the Contract Documents are of the essence hereof. Contract Times may be extended by a change order from the Company, through the Contract Officer and/or Construction Director, for such reasonable time as the Company may determine when in their opinion Contractor is delayed in work progress by changes ordered, labor disputes, fire, prolonged transportation delays, injuries, or other causes beyond Contractor’s control or which justify delay. Contractor shall be entitled to an equitable adjustment in the Contract Time for changes made in the time of performance directly attributable to the Force Majeure Event, as defined below, provided it makes a notice of claim in accordance with this Section. However, Contractor shall not be entitled to any adjustment in the Contract Price resulting from a Force Majeure Event.

As used herein, a “Force Majeure Event” is an event, circumstance or condition that was unforeseeable and beyond the control of either party or their respective contractors, subcontractors, or suppliers at any tier below them. Force Majeure Events include but are not limited to:

- (i) Acts of God or public enemy;
- (ii) Acts or omissions of any government entity;
- (iii) Fire or other casualty for which Contractor or its subcontractors at any tier were not responsible;
- (iv) Quarantine or epidemic;
- (v) Strike or defensive lockout; and
- (vi) Unusually Severe Weather Conditions which could not have been reasonably anticipated.

"Unusually Severe Weather Condition" as used in this Section means weather that is more severe than the adverse weather anticipated for the project site during any given season. Unusually Severe Weather Condition as used in the prior sentence means the atmospheric conditions at the definite time and place, as measured by the National Climatic Data Center station closest to the project site, that are unfavorable to construction activities. Unusually Severe Weather Conditions must actually cause a delay to the completion of the work and the critical path. The delay must be beyond the control and without the fault or negligence of the Contractor. For any Claims related to an Unusually Severe Weather Condition, the Contractor must comply with and make a notice of claim in accordance with this Section.

Any request by the Contractor for an extension of time shall be made in writing to the Company, through the Contract Officer and/or Construction Director, no more than ten (10) days after the initial occurrence of any condition which, in the Contractor’s opinion, entitles the Contractor to an extension of time. Failure to timely provide such notice to the Company shall constitute a waiver by the Contractor of any claim for extension, damages or mitigation of Liquidated Damages, to the fullest extent permitted by law.



SECTION TEN: CORRECTING NON-CONFORMING WORK

If a portion of the work is covered contrary to the Contract Officer and/or Construction Director request or to requirements specifically expressed in the Contract Documents, it must, if requested in writing by the Contract Officer and/or Construction Director, be uncovered for the Contract Officer and/or Construction Director's and or Architect's examination and be replaced at the Contractor's expense without change in the Contract Time.

If a portion of the work has been covered which the Contract Officer and/or Construction Director has not specifically requested to examine prior to its being covered, the Contract Officer and/or Construction Director may request to see such work and it shall be uncovered by the Contractor. If it is determined that such work has been performed in accordance with the Contract Documents all costs incurred by Contractor to uncover and replace the work shall, by appropriate change order, be reimbursed by the Company. If such work is found not to be in accordance with the Contract Documents, any and all required corrections shall be assigned to the Contractor unless the condition was caused by the Company or a separate contractor in which event the Company shall be responsible for payment of such costs.

When it appears to any authorized representative of the Company or Contractor during the course of construction that any work does not conform to the provisions of the Contract Documents, Contractor shall make necessary corrections so that such work will so conform, and in addition Contractor will correct any defects caused by him or by a subcontractor, appearing within one year from the date of issuance of a certificate of Contract completion by the Company, or within such longer period as may be prescribed by law or as may be provided for by applicable special guarantees in the Contract Documents.

SECTION ELEVEN: CHANGES IN THE WORK

The Company reserves the right to order changes in the work in the nature of additions, deletions or modifications, without invalidating the Contract, and agrees to make corresponding adjustments in the Contract Price and time for completion, if justified. Any such changes will be authorized by a written change order signed by an authorized representative of the Company. The change order will include conforming changes in the Contract and completion time. Work shall be changed, and Contract Price and completion time shall be modified only as out in the written change order. Any adjustment in the Contract Price resulting in a deductive credit or a charge to the Company shall be determined by the mutual agreement of the parties to the Contract.

SECTION TWELVE: TERMINATION

The Company may terminate this Contract on ten (10) days written notice and in such case Contractor shall only be entitled to payment for work performed prior to receipt of said notice. Additionally, the Company may immediately suspend operations under this Contract by written notice of any breach. Suspension shall continue until the Company's authorized representative certifies in writing that the breach is remedied. If Contractor is still in breach after seven (7) days from the notice of suspension, the Company may, without further notice, terminate all rights of Contractor under this Contract.

Any failure by the Company to suspend or terminate this Contract in case of breach shall not waive Contractor's duty to perform strictly in accordance with this Contract. Failure by



Contractor to perform on its part any duty, term or condition herein shall constitute a breach.

Any notice sent under this Section may either be sent by personally giving a copy thereof to Contractor or its agents, employer or contractors or mailing a copy to the address set forth herein.

SECTION THIRTEEN: DISPUTES

The Company's Limited Waiver of Sovereign Immunity; Consent to Jurisdiction. By signing this Contract, The Company neither waives, limits, nor modifies its sovereign immunity from any lawsuit, except as expressly provided in this Section Thirteen. The Company hereby expressly and irrevocably waives its sovereign immunity (and any defense based thereon) for arbitration of Claims arising out of or related to this Contract, but only pursuant to subsections (b), (c), (d), (e) and (f) below, and to that extent, irrevocably consents to and submits itself to the jurisdiction of the tribal court of The Tulalip Tribes ("Tribal Court") for the purposes of compelling arbitration of a Claim, confirming an arbitration award or collecting sums due and owing pursuant to an otherwise enforcing any award or judgment. This limited waiver and consent are expressly limited to the following limitations and qualifications:

- a. If the parties do not resolve any dispute through direct negotiation, either party shall submit the matter to mediation with a professional mediation service mutually agreed upon by the parties, as a condition precedent to arbitration. Persons with authority to resolve the dispute shall be present at the mediation. If the parties do not otherwise agree on a mediation service to conduct the mediation, the mediation shall be conducted in accordance with the Construction Industry Mediation Rules of the American Arbitration Association. The parties shall share the mediator's fee, filing fees and associated costs equally.
- b. If, within 30 days of any such submission by either party, the mediation has not resulted in a resolution of the dispute, either party may submit the dispute to binding arbitration in accordance with the Construction Industry Rules of the American Arbitration Association and the Federal Arbitration Act; provided, however, that the party demanding arbitration shall serve upon the other party, personally or by registered mail, a written notice of intention to arbitrate. Such notice must state in substance that unless within (20) twenty days after its service, the party served therewith shall file a motion to stay the arbitration, such party shall thereafter be barred from putting in issue the existence or validity of the Contract or the agreement to arbitrate.
 1. The Construction Industry Rules of the American Arbitration Association, R-51(c) shall be amended to read: "parties to these rules will be deemed to have consented that judgment upon the arbitration award may be entered in the Tulalip Tribal Court;"
- c. In the event arbitration to resolve a dispute is necessary, the party seeking arbitration shall send a written notice that shall contain a detailed written statement of the claim and the parties shall meet as soon as practicable but not less than thirty (30) days after receipt of the written notice and attempt to agree on an arbitrator to decide the matter at issue.
- d. Selection of the arbitrators shall be pursuant to the following:
 1. Any such arbitration shall take place before a single arbitrator if the aggregate value of the Claim and any counterclaim is less than \$200,000, exclusive of costs and attorney fees. The parties shall endeavor to mutually agree on the arbitrator. Either party may



specify and require that the arbitrator selected be an attorney licensed to practice law in the State of Washington and shall be experienced in the field of construction. If the parties are unable to agree upon the selection of an arbitrator within twenty (20) days of their first meeting, the parties shall each select an arbitrator and the two selected arbitrators shall together select a third arbitrator who alone shall decide the matter in dispute. For any Claim and counterclaim having an aggregate value of \$200,000 or more, a panel of three (3) arbitrators shall be appointed unless both parties mutually agree to a single arbitrator. Each of the parties shall designate one arbitrator and the third arbitrator, who shall be a lawyer with experience in construction disputes, shall be selected by the arbitrators designated by the parties. If the two selected arbitrators are unable to agree on a third arbitrator, the third arbitrator shall be appointed by the Chief Judge of the Tulalip Tribal Court.

- e. Following the initiation of arbitration, the parties shall cooperate in the exchange of information relating to the Claim, being guided by the scope of the applicable rules of discovery under the Federal Rules of Civil Procedure for the Federal District Courts including the local rules adopted by the Western District of Washington. Discovery shall not include interrogatories or requests for admission. The parties shall freely exchange documents relevant to the Claim and depositions shall be limited to those reasonably necessary for each party to prepare for or defend against the Claim. Disputes regarding discovery shall be resolved by the arbitrator or, where there is an arbitration panel, by the Chair.
- f. Arbitration may include by consolidation, joinder or in any other matter, an additional person or entity who is, or may be involved in, the Claim, including but not limited to the Designer of Record, lower-tiered contractors and/or suppliers, and consultants retained by the Designer of Record or Contractor. In order to effectuate the purposes of this Section Eleven, (f), the Contractor shall incorporate by reference the provisions of this Section Eleven, (f) in each lower-tiered Contract.
- g. In the event of arbitration between the parties hereto, declaratory or otherwise relating to the Contract Documents, and notwithstanding any other provisions therein, (1) each party shall bear its own costs and attorneys' fees if the aggregate value of the Claim and any counterclaim is less than \$200,000 and (2) the losing party shall pay all costs and attorneys' fees actually incurred by the substantially prevailing party if the aggregate value of the Claim and any counterclaim is \$200,000 or more. The parties covenant and agree that they intend by clause (2) of the preceding sentence to award the amount of attorney's fees actually incurred by the prevailing party, and that said clause (2) shall constitute an instruction to the Arbitrator that such fees shall be deemed reasonable.
- h. A demand for arbitration shall be made within the time limits specified in this Section Thirteen as applicable, and in other cases within a reasonable time after the Claim has arisen, and in no event shall it be made after the date when institution of legal or equitable proceedings based on such Claim would be barred by the applicable statute of limitations as determined pursuant to subsections (h.1), (h.2) and (h.3) below:
 - 1. Before Substantial Completion. As to acts or failures to act occurring prior to the relevant date of Substantial Completion, any applicable statute of limitations shall commence to run and any alleged cause of action shall be deemed to have accrued in any and all events not later than such date of Substantial Completion;



2. Between Substantial Completion and Final Certificate for Payment. As to acts or failures to act occurring subsequent to the relevant date of Substantial Completion and prior to issuance of the final Certificate for Payment, any applicable statute of limitations shall commence to run and any alleged cause of action shall be deemed to have accrued in any and all events not later than the date of issuance of the final Certificate for Payment; and
3. After Final Certificate for Payment. As to acts or failures to act occurring after the relevant date of issuance of the final Certificate for Payment, any applicable statute of limitations shall commence to run and any alleged cause of action shall be deemed to have accrued in any and all events not later than the date of any act or failure to act by the Contractor pursuant to any Contract Warranty provisions, the date of any correction of the Work or failure to correct the Work by the Contractor under the Contract Corrections of the Work provisions, or the date of actual commission of any other act or failure to perform any duty or obligation by the Contractor or Tulalip Tribes, whichever occurs last.
 - i. Claims and Timely Assertion of Claims. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.
 - j. Judgment on Final Award. The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in the tribal court of The Tulalip Tribes of Washington.
 - k. This limited waiver of sovereign immunity is solely for the benefit of the Contractor (and Subcontractors whose claims are sponsored by the Contractor, if any) and surety, and The Company, by granting this limited waiver to the Contractor and surety, does not otherwise waive its sovereign immunity.
 - l. The award rendered by the arbitrator shall be final. Judgment on any arbitration award may be entered in and enforced by the Tribal Court as provided in this section. The Contractor and The Company shall comply with the arbitration award and shall not seek further remedy or appeal.

SECTION FOURTEEN: EMPLOYMENT PREFERENCE

Contractor recognizes and agrees that Contractor and Contractor's subcontractors are bound by The Tulalip Code, Chapter 9.05 – TERO Code.

SECTION FIFTEEN: CONTRACTING PREFERENCE

Contractor recognizes and agrees that Contractor and Contractor's subcontractors are bound by The Tulalip Code, Chapter 9.05 – TERO Code.



SECTION SIXTEEN: CONTRACT INSURANCE

CONTRACTOR'S LIABILITY INSURANCE

Contractor shall purchase and maintain such liability and other insurance as will protect the Tulalip Tribes, WSDOT, and the Contractor from claims or losses which may arise out of or result from the Contractor's performance or obligations under the Contract Documents, whether due to action or inaction by the Contractor or any person for whom the Contractor is responsible. Contractor shall provide insurance coverage and limits as indicated in the Special Provisions, Section 1-07.18 Public Liability and Property Damage Insurance.

CONTRACTOR'S WORKER'S COMPENSATION

All employees of Contractor and subcontractor(s) are to be insured, including qualified self-insured plans, under Washington State Industrial Insurance as well as in compliance with any Federal workers compensation regulations including USL&H and Jones Act Coverages. Employees not subject to the State Act are to be insured under Employer's Contingent Liability (Stop Gap) \$1,000,000 on accident and aggregate.

Such evidence of insurance shall be in the form of an Insurance Certificate issued by the State of Washington Department of Labor and Industries or an insurer satisfactory to the Company and shall provide for not less than thirty (30) days prior written notice to the Contacting Agency of cancellation or reduction in coverage.

SECTION SEVENTEEN: OTHER PROVISIONS

Any and all reports, data, findings or other materials or deliverables under this Contract shall become the property of and remain under the sole proprietorship of the Company. Contractor will keep all information learned under this Contract confidential and will not release any such information, either orally or in writing, to parties other than the Company, its agents, contractors or employees without the express written permission of the Company.

The Company and Contractor each binds themselves and their partners, agents, assigns, successors and legal representatives of such other party to this Contract and to the partners, successors and legal representatives of such other party with respect to all terms and conditions of this Contract.

Neither the Company nor Contractor shall delegate, assign, sublet or transfer their duties or interest in this Contract without the written consent of the other party. Any such assignment, sublet, delegation or transfer shall be subject to the same terms and conditions as this Contract.

The negotiation and execution of this Contract shall be deemed by the parties to have occurred within the exterior boundaries of the Tulalip Indian Reservation and any interpretation thereof shall be in accordance with the laws of the Tulalip Tribes of Washington.

The failure of the Company to assert any claim or right at any time under this Contract shall not waive its right to assert any claim or right at a later time.



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DRAFT



IN WITNESS WHEREOF, the parties have executed this Contract at the Tulalip Indian Reservation, Washington, on the date first above written.

APPROVED BY CONTRACTOR:

(Company Name)

(Print Name & Title)

By: _____
(Authorized Signature)

APPROVED BY THE TULALIP TRIBES OF WASHINGTON:

Tulalip Tribal Federal Corporation:

(Print Name & Title)

By: _____
(Authorized Signature)

Contract Officer:

(Print Name & Title)

By: _____
(Authorized Signature)

Exhibit - A

Bid Proposal

Exhibit B

Request For Proposal