

REQUEST FOR QUOTES:

Replace Propane Appliances With Natural Gas Appliances

Project overview:

The Saginaw Chippewa Housing Department is requesting quotes for the removal, disposition of propane furnaces, air conditioners, and hot water heaters and for the installation of new appliances in eight (8) of the Tribe's rental units. The Department is seeking a reputable firm to provide the following services and products only: New furnaces must be Energy Star Certified, efficient at 97% or above, single stage natural gas appliances. New central air conditioning appliances must be Energy Star Certified units. Work will include all pipefitting, sheet metal work, venting, electrical, condensate drain lines, and install and level AC pads. Start and test operation of all units installed. Service areas will include eight (8) separate addresses as listed below. Contractor must provide owner with the warranty information for all appliances.



Company background:

The Saginaw Chippewa Indian Tribe of MI (SCIT) is a federally recognized tribal government. The Saginaw Chippewa Housing Department (SCHD) is wholly owned and operated by the SCIT located on the Isabella reservation in Isabella County, MI. SCHD has been operating a low-income rental housing program for over 30 years, with funding from the Indian Housing Block Grant awarded through HUD and the NAHASDA legislation. The SCIT Housing Department is the owner of this project. This project is a federally assisted contract for replacement of propane operated appliances in single family residences.

Project goals:

- Remove and dispose of old appliances and install new appliances in a safe, timely, and professional manner.
- Vent appliances through the ceiling and roof as appropriate.
- Start and test appliances for proper functioning.
- Removal of debris and clean up at each of the 8 sites.
- Communicate with the owner in a timely and professional manner.

Project scope of work:

Scope of work will include all seven (8) locations as listed. Companies are encouraged to visit the locations to assess the areas to be covered. All required permits are the responsibility of the contractor. Permits can be obtained at the SCIT Planning Department 989-775-4014, <https://www.sagchip.org/Planning/Services.aspx/>. Please call Housing's front office reception at 989-775-4595 to inform us when you plan to be on site.

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| 1. 4522 Cedar Trail, Standish, MI 48658 | 5. 4283 Cedar Trail, Standish, MI 48658 |
| 2. 4542 Cedar Trail, Standish, MI 48658 | 6. 4271 Cedar Trail, Standish, MI 48658 |
| 3. 4256 Cedar Trail, Standish, MI 48658 | 7. 4259 Cedar Trail, Standish, MI 48658 |
| 4. 4272 Cedar Trail, Standish, MI 48658 | 8. 4545 Cedar Trail, Standish, MI 48658 |

Submission procedures:

- Submit information on sheets no larger than an 8½ x 11, clear and legible lettering.
- Quotes should be legibly printed on company letterhead.
- Email the requested information to: RoMaloney@sagchip.org and MiPelcher@sagchip.org or
- Send via US Mail or
- In-person delivery to the Saginaw Chippewa Housing Department, 2451 Nishnabeanon Dr., Mt. Pleasant, MI 48858. Business hours are M-F 8 a.m. - 5 p.m.
- Submissions must be received by the deadline listed below.
- Submissions received later than the deadline will not be considered.

Provide the following information:

- The principal address of the firm
- Contact information of key personnel, phone number(s), email
- An itemized cost estimate for all services and materials requested in this RFQ (Labor and Materials quoted separate)
- A copy of current business license
- Copy of the firm's certificate of insurance (indicate level of professional and general liability coverage)
- Signed statement indicating the firm is not on the federal government's debarred list of entities debarred from doing business with the federal government of the United States. For more information visit the official website of the US Government - System for Award Management at <https://sam.gov/content/home>
- Must use prevailing wages and fringe as determined by the U.S. Department of Labor (www.SAM.gov). See General Decision Number: MI20250008 dated 3/14/2025

Submission deadline:

Sept. 30, 2025 by 5 p.m.

Proposals must be dropped off or mailed to:

SCHD

2451 Nish-Na-Be-Anong Drive
Mount Pleasant, MI 48858

Or emailed to:

- RoMaloney@sagchip.org
- MiPelcher@sagchip.org

Contact:

• Rosalie Maloney

SCIT Housing Manager

RoMaloney@sagchip.org

989.775.4581

• Miranda Pelcher

Regulatory Compliance Specialist

MiPelcher@sagchip.org

989.775.4538

Evaluation metrics:

Evaluation metrics; a points system will be used to compile a total score for each submission based on the following:

- Total cost for services
- Better Business Bureau Rating, if available
- Must be willing to enter into a service agreement with the SCIT
- Native Preference shall be a consideration
- Small, woman, minority and service disabled veteran-owned business, if yes, provide documentation.

The SCHD will evaluate those companies that provides all the requested information listed above in this RFQ. The company with the highest rating will be notified via email.



Saginaw Chippewa Indian Tribe of Michigan

"Working Together for Our Future"

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