

Kiowa Tribe
Request for Proposal
Child Care Plumbing



RFP KT-26-014-CC

REQUEST

The Director of the Kiowa Child Care Program is requesting propose renovation to be completed at 1602 American Street, Anadarko, OK 73005. The proposed renovation will be a childcare facility to serve ages 0-13 years of age. The facility requirements and scope of work are listed below.

Project Description	Scope of Work
Provide all labor, materials, equipment, permits, supervision, and incidentals required to renovate an existing classroom by installing a code-compliant handwashing sink with hot and cold running water.	1. Demolition • Protect existing finishes, furniture, and equipment. • Remove portions of drywall, flooring, and ceiling as required to access utilities. • Remove and dispose of demolished materials in accordance with local regulations. • Patch and prepare adjacent surfaces for restoration. 2. Plumbing • Extend domestic cold and hot water supply lines from the nearest available source. • Install sanitary drain and vent piping to existing plumbing system. • Install shutoff valves, trap, cleanouts (as required), and water hammer arrestors. • Install ADA-compliant handwashing sink, faucet, drain assembly, and accessories. • Provide insulated piping where required. • Pressure test and commission plumbing system. 3. Electrical • Modify electrical systems as required to accommodate plumbing equipment. • Provide GFCI receptacle near sink location if required by code.

	• Relocate existing devices if impacted by construction. • Restore electrical finishes after installation. 4. Carpentry and Finishes • Frame wall modifications as necessary. • Repair and finish drywall to match existing. • Paint repaired surfaces to match adjacent finishes. • Patch or replace flooring affected by construction. • Install backsplash or wall protection at sink location if specified. 5. Cabinetry (if applicable) • Modify or install sink base cabinet. • Install countertop with sink cutout. • Seal countertop penetrations. 6. HVAC • Relocate or modify HVAC components only if affected by the plumbing installation. • Restore ceiling systems following work. 7. Accessibility • Install sink in accordance with ADA accessibility requirements. • Provide required knee clearance and accessible controls. • Ensure required clear floor space is maintained. 8. Testing and Commissioning • Test plumbing for leaks. • Verify proper operation of faucet, drain, and shutoff valves.
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	• Confirm hot water temperature meets applicable health and safety requirements. • Correct deficiencies prior to project closeout. 9. Cleanup • Remove construction debris daily. • Clean work area upon completion. • Leave classroom ready for occupancy.
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Proposals must be submitted to the Executive Director – Kiowa Education Agency (Toni Tsatoke) via email at ttsatoke@kiowatribe.org and Child Care Director -Jonna Beartrack at jbeartrack@kiowatribe.org, no later than August 26, 2026. These individuals expect to make a decision by August 31, 2026.

TERO Requirements:

Section 3-201(a) of the 2025 Tribal Employment Rights Office Ordinance Act (KL-CY-2025-011), Indian Preference in Contracting, requires the Tribe and all Government Commercial Enterprises, when awarding contracts or subcontracts for supplies, services, labor and materials in an amount of \$5,000 or more where the majority of the work will occur within the jurisdiction of the Tribe, to give preference to Entities certified by the TERO Director as 51% or more Indian-owned.

Section 2-201(a), Employment Rights Fee, requires every Entity or department with a construction or professional services contract in the amount of \$1,000 or more to pay the Commission a TERO Fee of three percent (3%) of the total contract amount. The TERO Fee is built into the contractor's bid total and is due in full prior to commencement of work. For good cause shown, the TERO Director may authorize payment in installments over the course of the contract.

PROPOSAL PREPARATION

In order to expedite the review process, your proposal should include the following information:

1. **Contact information** (Name of proposer's firm, address, telephone and fax numbers, name of contact person, email, and date of submission).
2. **Engagement letter** (A summary stating the proposer's understanding of the work to be done and expected time commitment).
4. **Qualifications and Experience** (Describe company experience that is relevant to the proposed services, such as recent experience with other tribal governments, including a list of tribal governments served if any).

5. **References** (Include references for three tribal governments or enterprises served by the firm in the last three years).

6. **Project Organization and Management** (Expected timeline of services).

Contractor Responsibilities

- Obtain required permits and inspections.
- Coordinate work to minimize disruption to school operations.
- Maintain a safe work site and comply with OSHA requirements.
- Protect existing building systems and finishes.
- Repair any damage caused by construction activities.
- Provide manufacturer warranties and workmanship warranty.

Deliverables

- Completed and operational handwashing sink.
- Passed plumbing and building inspections.
- As-built documentation identifying new plumbing routing (if required).
- Operation and maintenance information for installed fixtures.
- Final cleanup and owner walkthrough.

QUESTIONS

For questions on this RFP, please contact Jonna Beartrack at (405) 480-2668 or email jbeartrack@kiowatribe.org and Toni Tsatoke at (405) 648-0921 or email at ttsatoke@kiowaatribe.org.