



TANANA CHIEFS CONFERENCE

REQUEST FOR BIDS FOR CHIEF PETER JOHN TRIBAL BUILDING RESTROOM UPGRADES FLOORS 2, 3, 4, AND 6

Issued By:

Tanana Chiefs Conference
122 First Avenue, Suite 600
Fairbanks, Alaska, 99701

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TANANA CHIEFS CONFERENCE REQUEST FOR BIDS

**Project: Chief Peter John Tribal Building
Restroom Upgrades Floors 2, 3, 4, and 6
Fairbanks, AK**

I. INTRODUCTION

The **Tanana Chiefs Conference** (TCC) is soliciting Bids from contractors to provide construction services in the Chief Peter John Tribal Building (CPJTJB) located at 122 First Avenue. The purpose of this project is to install new finishes and fixtures in community restrooms on floors 2, 3, 4, and 6, as well as a single user restroom on the 6th floor. Please note that construction shall begin in late October 2021.

RFB Posting: RFB documents have been made available for viewing and downloading at the following locations:

- The Plans Room: <http://www.theplansroom.com/>
- Associated General Contractors of Alaska Plans: <http://www.agcak.org/agc-online-plans.html>
- Tanana Chiefs Conference: <https://tananachiefs.org> - Refer to “Bid Information”
- Bidders may also request the RFB by contacting: Arcadis Project Manager, Rodney Mohr at rodney.mohr@arcadis.com

Mandatory Bidder Registration: To be eligible to submit a bid for this project, Bidders must formally register by emailing the Arcadis Project Manager, Rodney Mohr at rodney.mohr@arcadis.com. Include firm name, address, telephone and name/email address of contact person.

Minimum Contractor Qualifications: To be eligible to submit a bid for this project, Contractor is required to demonstrate they have a minimum of five years’ construction experience and have completed at least 3 projects of similar size and scope, preferably restroom or small interior renovations.

Mandatory Walk-Thru: A mandatory walk-thru will be conducted on Wednesday, May 19, 2021 at 6:00 PM (AKT). Please meet outside at the main entry on the North side of CPJTJB. Face coverings are required, and social distancing will be encouraged throughout the walk through.

Written Questions and Addenda Publication: All questions must be submitted by email to rodney.mohr@arcadis.com on or before Wednesday, May 26, 2021 no later than 4:00 PM (AKT). The last Addendum will be published no later than Wednesday, June 9, 2021. **Only those Bidders formally registered with Arcadis will be eligible to submit written questions and receive authorized addenda.**

Sealed Bid Submission Deadline: Bids must be emailed to the Arcadis Project Manager on or before June 16, 2021 2:00 PM Alaska Time (AKT). Bids received after the time announced will not be considered, unless otherwise determined by TCC.

Due to COVID-19 protocols:

- Only emailed electronic Bids provided on the Bid Form will be accepted. Setting a delivery and read receipt is advised.
- Proposals will not be opened publicly.
- Faxed proposals will not be accepted.

II. PROJECT OVERVIEW

The **Chief Peter John Tribal Building** serves as the headquarters facility for the Tanana Chiefs Conference (TCC). TCC is a non-profit Tribal Organization that provides health services, education, training, and work force development opportunities to more than 10,000 Alaska Natives located in 42 Villages throughout Interior Alaska. The restrooms on floor 5 have previously been renovated. The remaining restrooms on floors 2, 3, 4, and 6 are in need of renovations. The building houses various administrative functions and health services and must remain in operation during construction activities with minimal disruption to staff, visitors, and day to day functions.

Project Team:

Owner: Tanana Chiefs Conference

Project Manager: Arcadis

Architect: Kuna Engineering

III. SCOPE OF WORK

Work will be performed in phases that allow TCC employee access to restrooms on alternating floors. Work includes: demolition and disposal of current restroom finishes and fixtures, procurement and installation of new materials and fixtures to renovate floors, wall and ceiling finishes, built-in casework, and completing related mechanical/electrical/lighting connections.

Specific scope of work is described in the architectural, mechanical, and electrical drawings and specifications. Refer to Appendix B for specifications and Appendix C of this RFB for the construction documents. It is the contractors' responsibility to confirm all dimensions and existing conditions in the field.

Work Plan and Schedule: Immediately after the Notice to Proceed, the Contractor is responsible for developing and submitting a formal Work Plan & Schedule based on procurement of materials and phasing of the project. The Phasing shall be as follows; **Phase 1:** Single user restroom on 6th floor and community restroom renovations on

2nd and 4th floors. **Phase 2:** Community restrooms on floors 3 and 6. The Work Plan & Schedule will be used by TCC for coordination and to notify building users of upcoming activities. The Contractor will provide the owner and project manager with an updated schedule every week during construction activities. The Work Plan & Schedule shall be submitted to TCC for review within 10 working days of the NTP.

IV. **SCHEDULE**

The following is the anticipated schedule for the Project.

Issue Request to Bids	May 12, 2021
Contractor walk-thru (6:00 PM AKT)	May 19, 2021
Deadline for Questions (4:00 PM AKT)	May 26, 2021
Last Addendum Published	June 9, 2021
Receive and Open Bids (2:00 PM AKT)	June 16, 2021
Issue Notice of Intent to Award	June 18, 2021
Issue Notice to Proceed/Execute Contract	June 26, 2021
Work onsite to begin no sooner than	October 25, 2021
Complete Construction	January 14, 2021

Contractor walk-thru, NOITA, NTP, Contract, and Completed Construction dates are approximate and contingent upon the completion of previous activities.

V. **WORK CONSIDERATIONS/ RESTRICTIONS**

- A. **Building Access:** Access to and from all CPJTB building entrances/exits must always be maintained for the duration of construction.
- B. **Work Hours:** Contractor is required to work off-hours: 6:00 PM to 6:00 AM.
- C. **Contractor Staging Area/Parking:** Possible staging area locations such as at the southwest end of the CPJTB parking lot, will be discussed at the walk thru and be addressed by Addendum if required.
- D. **Construction Debris:** Contractor will not be allowed to utilize existing CPJTB dumpsters. All construction debris must be placed in a contractor-controlled dumpster at the end of every shift. Debris will not be allowed to accumulate on site. Coordinate location of dumpster with Arcadis Project Manager.
- E. **Restrooms:** Restrooms in CPJTB will **not** be available for Contractor Personnel. Contractor shall provide temporary on-site provisions for construction personnel use for the duration of construction.
- F. **Protection:** The Contractor will be responsible for protecting all floor/wall/ceiling finishes, furnishings, and equipment in the worksite and on the access path to the worksite from damage caused by construction activities.

- G. Disinfection:** Contractor shall have their own cleaning supplies such as Clorox wipes to disinfect surfaces at the end of each workday. Handles of all entry and exit doors in the path to the work area should be included in the disinfecting process.
- H. Construction Permits:** Contractor will be responsible for procuring all required construction permits, including permit fees, prior to start of construction.
- I. Inspections:** Contractor will be responsible for coordinating substantial completion and final completion inspections with TCC, Arcadis, and the City of Fairbanks Building Department.
- J. Coordination Meetings:** The Contractor is required to hold weekly construction coordination meetings with Arcadis and TCC. Time and place to be determined.
- K. Warranty:** Contractor will be required to provide a one (1) year workmanship warranty is to commence upon substantial acceptance of the work by TCC.
- L. General Safety Considerations:** Contractor shall limit dust, excessive noise, and provide controls and designated personnel as needed to provide a safe work environment for CPJTB users. Contractor shall follow all applicable OSHA requirements for this project and provide any applicable SDS sheets for all materials used on this project prior to commencing work.
- M. Other CPJTB Construction Projects:** Other construction projects scheduled to occur on the CPJTB concurrently with this project include, building-wide replacement of exterior windows, building-wide refurbishing the building's EIFS siding, replacement of the south retaining wall/entry stairs, building roof replacement, and code upgrades to the three stairwells.

VI. ALASKA NATIVE OR AMERICAN INDIAN (AN/AI) REQUIREMENTS

The Contractor and its subcontractors are required to demonstrate a good faith effort to employ AN/AI workers in sufficient numbers to equal, at a minimum, 25% of the firm's workforce for this project. Documentation of job postings and AN/AI recruitment efforts will be requested by TCC if the 25% AN/AI hire target is not achieved.

VII. PREVAILING WAGE

The Contractor is hereby notified that this project falls under the provisions of the

Davis-Bacon and Related Wage & Hour Requirements (DBRA). By submitting a bid, the Contractor acknowledges their understanding of these requirements for undertaking this construction project for the Owner. Rates will be based on the prevailing wage schedule in affect at the time of bid.

Under the DBRA, covered Contractors must maintain payroll and basic records for all laborers and mechanics for the course of the work and for a period of three years thereafter. Some of the records required to be kept under the law are also required under the Fair Labor Standards Act. See Wage and Hour Division Fact Sheet #21: Recordkeeping Requirements under the Fair Labor Standards Act (FLSA) (<http://www.dol.gov/whd/regs/compliance/whdfs21.pdf>).

The Contractor is **not** required to submit these records to the Owner unless requested.

VIII. BID SUBMITTAL REQUIREMENTS

Bidders shall complete the attached Bid Form (Appendix A) signed by an agent authorized to commit the company. Each Bid shall provide the Bid Amount in figures and in words. Each bidder shall submit their bid package in an email to the Arcadis Project Manager with the subject line: “BID-CPJTB Restroom Upgrades Floors 2, 3, 4, and 6”.

Each Bid shall include specific acknowledgment of receipt of all addenda issued during the bidding period. Failure to do so may result in the Bid being rejected as not responsive.

Delivery Instructions: Email bid packages to Arcadis Project Manager, rodney.mohr@arcadis.com no later than the bid submission deadline stated in this RFB.

IX. TERMS AND CONDITIONS

- A. Existing Conditions:** Each bidder shall thoroughly examine the work area and be familiar with the contract documents. The failure or neglect of a bidder to receive or examine any contract document or any part thereof shall in no way relieve the bidder from any obligations with respect to its Bid or to the contract. No claim for additional compensation shall be allowed which is based upon a lack of knowledge.
- B. Waiver of Minor Informalities:** TCC expressly reserves the right to waive minor informalities, negotiate changes or reject any and all proposals and to not award the proposed contract, if in its best interest. “Minor informalities” means matters of form rather than substance which are evident from the submittal or are insignificant matters and can be waived or corrected as determined by TCC.
- C. Bid Preparation:** By submitting a bid to this RFB, each Bidder acknowledges that TCC shall not be liable to any person, company or representative for any costs incurred in preparation of their bid or any costs incurred in anticipation of TCC action approving or disapproving any proposed agreement.