



## **TANANA CHIEFS CONFERENCE**

### **REQUEST FOR BIDS FOR CHIEF PETER JOHN TRIBAL BUILDING SOUTH STAIRS AND RETAINING WALL REPLACEMENT**

**Issued By:**

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

May 5, 2021

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## I. SOLICITATION

Tanana Chiefs Conference (TCC) is soliciting bids from qualified contractors for the South Stairs and Retaining Wall Replacement work at the Chief Peter John Tribal Building (CPJTB) located at 122 1<sup>st</sup> Avenue, Fairbanks, Alaska 99701.

**Registration/Questions:** Each Proposer must register by 5:00 p.m. on May 12, 2021 to submit written questions and receive addenda notifications. To register, please send an email to Project Manager, Rodney Mohr at [Rodney.Mohr@arcadis.com](mailto:Rodney.Mohr@arcadis.com). Include firm name, address, telephone and name and 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 concrete stair and concrete retaining wall work.

**Mandatory Contractor Walk-Thru:** An on-site walk-thru will **NOT** be conducted. The work area is exterior and is readily accessible for inspection by bidders.

**Written Questions and Addenda Publication:** All questions must be submitted in writing to [Rodney.Mohr@arcadis.com](mailto:Rodney.Mohr@arcadis.com) on or before May 17, 2021 by 5:00 PM Alaska Time (AKT).

**Bid Submission Deadline:** Bids must be received by email no later than May 25, 2021, 2:00 PM (AKT), sent to [Rodney.Mohr@arcadis.com](mailto:Rodney.Mohr@arcadis.com). Bids received after the time announced will not be considered, unless otherwise determined by TCC.

Due to COVID-19 protocols:

- Emailed electronic proposals will be accepted. Recommend setting a delivery and read receipt.
- Proposals will not be opened publicly.
- Faxed proposals will not be accepted.

**Bid Form:** The Bid Form consists of one lump sum bid item for the replacement of the South stairs, retaining wall, and railing. TCC reserves the right to not award any Bids, award only certain bids, or award the full Bid. The Project will be awarded to one Contractor.

## 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 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

## III. SCOPE OF WORK

Scope: Demo and dispose of existing stairs, retaining wall, and railings, and replace per detailed drawings in Appendix C. Railings shall be painted to match existing railing on campus. This scope includes any required subgrade work needed to support the new stairs, as well as backfill, topsoil, and seeding at disturbed areas adjacent to the work. The bidder shall be responsible for verifying all quantities of materials before the bid.

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 it 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 of any contract document.

The scope of work includes the following activities:

A. **Demolition:** Activities include removal and disposal of existing South concrete stairs, railings, and retaining wall, as required for replacement. Contractor will be responsible for any and all damages associated with this work.

### **B. New Construction:**

- a. Perform any sub-grading, compaction, etc. as required to support new construction.
- b. Form, install reinforcing, place, finish, and cure new stairs and retaining wall, per detailed drawings.
- c. Cut existing anchors at removed railing flush with adjacent concrete and patch concrete with high strength grout, as required, at removed railing anchor locations. Install new railings.

- d. Remove forms and backfill/ grade as necessary to match adjacent material and contours. Topsoil and seed as required.
- e. Contractor is responsible for all miscellaneous matters necessary for completion of this work.
- f. All materials are to be installed per manufacturer's specifications and instructions.
- g. Abrasive nosings shall be priced as an Additive Alternate (Add Alt #1).

C. **Work Plan & Schedule:** Immediately after the Notice of Intent to Award, the Contractor is responsible for developing and submitting a formal Work Plan & Schedule based on procurement of the required materials and phasing of the project. Contractor shall also submit for approval, product data for all products incorporated into the work, including the concrete mix design proposed for this work. Contractor shall coordinate with window installation, roof replacement, and EIFS repair contractors, who's work will run concurrent with this project. The Work Plan & Schedule will be used by TCC to notify building users of upcoming activities and for coordination of moving furniture and equipment. The Contractor will update the document weekly during construction activities. The Work Plan & Schedule shall be submitted to TCC for review within 7 working days of the NOITA.

#### IV. SCHEDULE

The anticipated project schedule is as follows.

Issue Request for Bids to Contractors	May 5, 2021
Deadline for Questions (5:00 PM AKT)	May 17, 2021
Receive and Open Bids (2:00 PM AKT)	May 25, 2021
Issue Notice of Intent to Award (NOITA)	May 27, 2021
Execute Construction Contract/Notice to Proceed	June 9, 2021
Substantial Completion	August 27, 2021
Complete Construction	September 14, 2021

All dates are approximate and contingent upon the completion of previous activities.

#### V. WORK CONSIDERATIONS/RESTRICTIONS

A. **Building Access:** Pedestrian access to building entrances/exits must always be maintained for the duration of construction. Contractor shall clearly demarcate pedestrian access paths, so they are easily recognizable and safe.

B. **Work Hours:** CBJTB is operational during normal work hours 8:00am to 5:00pm,

Monday thru Friday and closed on weekends. Contractor work hours shall be limited to 7:00am to 8:00pm unless otherwise approved by TCC. Work can also be performed on weekends between the hours of 7:00am to 8:00pm.

- C. **Contractor Staging Area:** A staging area has not been designated. Possible staging locations include the west end of the Al Ketzler Sr. Building parking lot or adjacent to Chena Bingo and will be decided after award of the project.
- D. **Construction Debris:** Contractor will not be allowed to utilize existing CBJTB 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 PM.
- E. **Restrooms:** Restrooms in CPJTB will not be available for Contractor use. Contractor shall provide temporary on-site provisions for construction personnel use for the duration of construction.
- F. **Road Closures:** Contractor shall be responsible to coordinate any road closures with the appropriate entities. A minimum of seven (7) days advance notice prior to the shutdown is required.
- G. **Construction Permit(s):** Contractor will be responsible for procuring construction permit(s), including permit fees, as applicable, prior to start of construction.
- H. **Inspections:** Contractor will be responsible for coordinating substantial completion and final completion inspections with the appropriate entities. A minimum of five (5) days advance notice prior to the inspection is required.
- I. **Parking Lot Access:** A maximum of one parking lot access point is allowed to be closed at one time during construction activities. It is expected that access points and routes will change as construction proceeds and the Contractor must provide three (3) days advance notice of any changes and clearly demarcate new routes.
- J. **Protection:** The Contractor will be required to provide and maintain a construction barrier and signage around all ariel equipment and work areas used during construction. Protect concrete from damage until cured.
- K. **Weekly Coordination Meetings:** The Contractor is required to hold weekly construction coordination meetings with Arcadis and TCC. Time and place to be determined.
- L. **Protection:** The Contractor is responsible for protecting and maintaining existing roads, concrete, asphalt, curbs, landscaping, etc. throughout construction.
- M. **Safety Considerations:** Contractor shall limit dust, excessive noise, and provide traffic 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.

- N. **Warranty:** Contractor will be required to provide a one (1) year workmanship warranty. The warranty is to commence upon substantial acceptance of the work by TCC.

## **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.

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. Provide a qualifications summary sheet with the bid form to include years of experience and 3 projects including the name, scope of work and construction cost. Each bidder shall submit their bid in email with the subject line: "BID-CPJTB South Stairs and Retaining Wall Replacement".

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 bids to [Rodney.Mohr@arcadis.com](mailto:Rodney.Mohr@arcadis.com) no later than the bid submission deadline stated on page 1 of this RFB.

## IX. TERMS AND CONDITIONS

- A. **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 that have negligible effect on price, quantity, quality, delivery or contractual conditions and can be waived or corrected without prejudice to the other Proposers.
- B. **Bid Preparation:** By submitting a qualifications statement in response 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.
- C. **Questions:** Only questions answered by formal written addenda to the RFB will be binding; oral and other interpretations or clarifications will be without legal effect.
- D. **Bids:** TCC reserves the right to not award any Bids, award only certain segments, or award the full Bid. The Project will be awarded to one Contractor.

## X. APPENDICES

- A. Bid Form – TCC CPJTB South Stairs and Retaining Wall Replacement (2 pages)
- B. Photos of stairs, railing, and retaining wall to be replaced (2 pages)
- C. Detailed Drawings – TCC stairs, retaining wall, and railing to be replaced (3 pages)
- D. TCC Example Agreement Between Owner and Contractor (48 pages)
- E. AN-AI Preference Plan Template (3 pages)