



Tanana
Chiefs
Conference

Eagles Hall - Shipping & Receiving Fence

Solicitation

May 17, 2024

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I. Solicitation

Tanana Chiefs Conference (TCC) is soliciting bids from qualified contractors for supply and installation of chain link fencing systems within the shipping & receiving area of Eagles Hall located at 200 First Ave, Fairbanks, AK 99701.

Registration/Questions: Each Proposer must register by 5:00 p.m. on Tuesday, May 28, 2024 to submit written questions and receive addenda notifications. To register, please send an email to Project Manager, Corey Richardson (corey.richardson@tananachiefs.org). Include firm name, address, telephone, email address, and name 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 three years construction experience and have completed at least 1 projects of similar size and scope.

Written Questions and Addenda Publication: All questions must be submitted in writing to corey.richardson@tananachiefs.org on or before Tuesday, May 28, 2024 by 5:00 PM Alaska Time (AKT).

Bid Submission Deadline: Bids must be received by email no later than Friday, May 31, 2024, 2:00 PM (AKT), sent to corey.richardson@tananachiefs.org. Bids received after the time announced will not be considered, unless otherwise determined by TCC.

Additional bid submission details:

- Only emailed electronic bids will be accepted - recommend setting a delivery and read receipt
- Bids will not be opened publicly
- Faxed bids will not be accepted

II. Project Overview

Tanana Chiefs Conference is a non-profit Tribal Organization who provides health services, education, training, and work force development opportunities to more than 10,000 Alaska Natives located in 42 Villages throughout Interior Alaska. TCC's Chief Andrew Isaac Health Center provides health services to our beneficiaries throughout the region.

TCC is moving its corporate shipping and receiving space to Eagles Hall at 200 First Ave, Fairbanks, AK 99701. Securing an entrance for deliveries and providing secure storage for additional departments are the objective of this project.

Project Team:

Owner: Tanana Chiefs Conference
Project Manager: Corey Richardson (corey.richardson@tananachiefs.org)
Designer: N/A

Project Delivery

Method: Bid-Build

III. Scope of Work

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:** No demolition is anticipated for this project. Fencing will be installed in existing, available space within the structure.
- B. **New Construction:** Reference Appendix B for site specific drawings.
 - a. Fencing for the shipping receiving man door entrance will be anchored to the interior slab and secured with hardware to accept a BEST key core, coordinated with TCC Security's key tree.
 - b. Additional secure storage fencing will be self-standing, modular fence panels for future expansion or re-arrangement.
- C. **Inspections**

- a. A substantial completion inspection shall be performed by TCC. One-week minimum notice is to be provided prior to inspection date.
- D. **Product Data and Schedule:** Within 7 days of the Notice of Intent to Award, the Contractor is responsible for providing product data intended for use on the project and communicating schedule for completion of work based on procurement of the required materials.
- E. **Close-Out:** Contractor will provide O&M data as applicable to fixture and materials and provide any onsite owner training required to operate and maintain the equipment safely and effectively.

IV. Schedule

Issue Request for Bids to Contractors	May 17, 2024
Deadline for Questions (5:00 PM AKT)	May 28, 2024
Receive and Open Bids (2:00 PM AKT)	May 31, 2024
Issue Notice of Intent to Award (NOITA)	June 5, 2024
Execute Construction Contract/Notice to Proceed	June 14, 2024
Substantial Completion	July 31, 2024

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

V. Work Considerations/Restrictions

- A. **Site Access:** Work area is contained within the envelope of Eagles Hall. Access will be provided by TCC staff.
- B. **Work Hours:** Eagles Hall is typically open Monday – Friday 8am-5pm. Work will be allowed during normal work hours.
- C. **Contractor Staging Area:** A parking spot will be provided in proximity to the work area and staging area will be designated for the contractor.
- D. **Construction Debris:** Contractor will not be allowed to utilize existing dumpsters. All construction debris must be removed from work area the end of every shift. Debris will not be allowed to accumulate on site. Contractor will be responsible for removal of construction debris from site.
- E. **Restrooms:** Restrooms in Eagles Hall will be available for Contractor use.
- F. **Road Closures:** Road closures are not required for this scope of work.
- 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) business days advance notice prior to the inspection is required.
- I. **Weekly Coordination Meetings:** Not required for this scope of work.

- J. **Protection:** Contractor is responsible for protecting interior furniture and shelving during execution of the work. Should materials need moved for access to work site, TCC staff will be responsible for moving said materials.
- K. **Safety Considerations:** Contractor shall limit dust, excessive noise, and provide work isolation as needed to provide a safe work environment. Contractor shall follow all applicable OSHA requirements for this project.
- L. **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. Prevailing Wage

The Contractor is hereby notified 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.

VII. Bid Submission 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 1 projects including the name, scope of work and construction cost. Each bidder shall submit their bid in email with the subject line:

“BID - Eagles Hall Shipping & Receiving Fence”.

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 corey.richardson@tananachiefs.org no later than the bid submission deadline stated on page 1 of this solicitation.

VIII. Bid Evaluation

The Bid Form will be used to evaluate each bidder. TCC will evaluate bids and select the lowest qualified bidder. Lowest qualified bidder is defined as lowest price bid submitted and supported with evidence they meet minimum contractor requirements.

TCC reserves the right to not award any bids, award only certain portion(s) of the scope, or award the full scope of work. The project will be awarded to one Contractor.

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 solicitation, 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 solicitation 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

- APPENDIX A - Bid Form
- APPENDIX B - Drawings & Supporting Documents

APPENDIX A

Bid Form

BID FORM

PROJECT:

TANANA CHIEFS CONFERENCE

Eagles Hall - Shipping & Receiving Fence

(Bidder)

(Address)

(City, State, Zip)

(Phone)

(Date)

(AK Contractor License No.)

1) Pursuant to your notice to bidders inviting proposals for the construction described in the contract documents, of which this proposal is a part, the undersigned bidder hereby certifies and represents that it has examined and thoroughly understands the contract documents including the following: (If no addenda have been received, state "none").

Addenda No.

Date

2) The undersigned bidder, having made such examinations and reached such understandings:

- (a) Accepts the obligations of a bidder incurred by submitting this proposal, and
- (b) Proposes to furnish insurance certificate or insurance policies, lump sum bid breakdown and to execute the contract as set forth in the TCC Selected Contractor Agreement between the Owner and Contractor.

3) BID

In strict accordance with the contract requirements and existing conditions for the consideration of the following amount(s):

A. BID: Base Bid (Lump Sum)

All work associated with the project work including all materials, equipment and labor as described in the Request for Bids/Construction Documents.

<u>Location</u>	<u>Unit Cost</u>
Eagles Hall Man Door Fence & Secure Storage Fence	

_____ (\$ _____)
Total Cost (Words) Figure

The party by whom this proposal is submitted and by whom the contract will be entered into, if this proposal is accepted is a(n) _____, doing business at:
(Individual, Partnership or Corporation)

The listed address above, to which address notice of acceptance of proposal and all other written notices may be mailed or delivered until further written notice is given by the Tanana Chiefs Conference.

Legal Name of Bidding Organization

By: _____

Date: _____

Contractor Minimum Requirements

[a] Contractor is required to demonstrate they have a minimum of three years construction.
CONTRACTOR INPUT:

[b] Contractor is required to demonstrate they have completed at least 1 projects of similar size and scope.

CONTRACTOR INPUT:

[c] Contractor may provide additional information, attachments, resumes, etc. to support qualification to perform scope of work.

CONTRACTOR INPUT:

APPENDIX B

Drawings & Supporting Documents

