



TANANA CHIEFS CONFERENCE REQUEST FOR QUOTE

**TO SERVICE THE SPRINKLER SYSTEM AT THE UPPER TANANA
HEALTH CLINIC (UTHC)**

LOCATED IN TOK ALASKA

JUNE 25, 2024

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I. SOLICITATION

Tanana Chiefs Conference (TCC) is soliciting quotes from qualified Contractors to provide labor, and materials to provide the yearly servicing of the sprinkler system at the Upper Tanana Health Center, located in Tok Alaska. Tanana Chiefs Conference will coordinate a site visit for any interested prospective bidder.

Questions shall be emailed to [Tanna Carter at tanna.carter@tananachiefs.org](mailto:Tanna.Carter@tananachiefs.org) no later than 3:00PM AST on July 19,2024.

The final Addendum responding to questions shall be released no later than July 24, 2024.

Proposals are required to be provided no later than 1:00 PM AST August 2, 2024.The service work must be completed by August 30, 2024.

II. SCOPE OF WORK

Provide labor, materials and equipment to meet the requirements of the Project Scope and any other items as shown on the Construction Documents dated June 25, 2024, and attached to this RFQ. The inspection will meet all requirements of NFPA 72. A photo copy of the inspection tags and inspection report listing any identified deficiencies will be emailed to Tanana Chiefs Conference for review prior to final billing.

Each bidder is encouraged to make a site visit to 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 quote or to the contract. No claim for additional compensation shall be allowed which is based upon a lack of knowledge of any contract document.

III. WORK CONSIDERATIONS/RESTRICTIONS

- A. **Work Hours/Days:** Contractor shall work within the normal work hours of 8:00 am to 5:00 pm, Monday through Friday. Alternative hours and days will be considered by TCC upon request.
- B. **Electrical:** Contractor shall not disrupt or shut down electrical power without providing a Two (2) day notice to TCC.
- C. **Excessive Disruptions:** Coordinate work with Project Manager a minimum 48 hours in advance. If during normal construction activity, it is determined by building personnel there is excessive disruption, the Contractor may be asked to temporarily cease work and reschedule to a new time by mutual agreement between TCC or the construction manager and the Contractor.

- D. **Debris:** All construction debris must be disposed of at the end of every shift or hauled off site. Debris will not be allowed to accumulate on site.
- E. **Restrooms:** Restroom(s) in the building will be available for Contractor use during construction activities.
- F. **Protection:** Contractor will be responsible for protecting and maintaining cleanliness of interior finishes and surrounding areas from equipment damage for the duration of the project.
- G. **Contractor Staging Area:** Contractor staging area if required, shall be in the parking lot on the North side of the building, where the work takes place. Contractor shall be responsible for securing the staging area with fencing or other means if required. Specific location to be provided after award.
- H. **Permits:** Contractor will be responsible for procuring construction permit(s), including permit fees, prior to start of construction. Provide Project Manager with a copy of all permits.
- I. **Inspections:** Contractor will be responsible for coordinating any required City inspections during construction, including substantial completion and final completion inspections with the appropriate entities. Provide the Construction Manager a minimum of three (3) days advance notice prior to the substantial and final inspections. Provide the Project Manager a copy of all tests and inspections within 48 hours after completion of test or inspection.
- J. **Contractor Access:** Contractor access to the building will be coordinated with the Project Manager after award of contract.
- K. **Coordination Meetings:** A kick-off meeting shall be scheduled and conducted by the Contractor prior to the start of the work to discuss the schedule, submittals, etc. to assure a mutual understanding of the work between the Contractor and the Owner. Construction coordination meetings to be held as needed with Subcontractors, Project Manager and TCC (time and place to be determined). Contractor shall provide progress updates weekly, at a minimum.
- L. **Submittals:** Submit submittals as required in Drawing Specifications, in electronic format, to the Project Manager for approval, prior to installation.

IV. SCHEDULE

The anticipated project schedule is as follows.

Deadline for Proposals	August 2, 2024
Issue Notice of Intent to Award (NOITA)	August 7, 2024
Execute Construction Contract /Notice to Proceed	August 19, 2024
Service Completion	August 30, 2024

All dates are approximate and contingent upon the completion of previous activities. Contractor shall submit a work schedule for approval, prior to the start of the work.

V. TERMS AND CONDITIONS

A. **Waiver of Minor Informalities:** TCC expressly reserves the right to waive minor informalities, negotiate changes or reject any and all quotes 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. **Quotes:** TCC reserves the right to not accept any Quotes.

C. **Contract Term:** The contract start date shall be approximately August 19, 2024 and expire on September 30, 2025, with the option to renew this contract for an additional One (1) year options under the same Terms and Conditions. Renewals to be mutually agreed upon between TCC and Contractor.

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

- A. The Contractor and its subcontractors are required to employ AN/AI workers in sufficient numbers to equal, at a minimum, 25% of the firm's workforce for this project.
- B. TCC recognizes that not all contractor and subcontractor firms will be able to comply with the 25% AN/AI hire requirement. In this case, the contractor will be required to demonstrate an effort of good faith.

VII. APPENDICES

- A. Upper Tanana Health Center Sprinkler Drawings
- B. TCC Insurance Requirements