

Tanana Chiefs Conference

HOUSING FIRST

FLOORING REPLACEMENT

May 21, 2026

TABLE OF CONTENTS

I.	SOLICITATION	3
II.	PROJECT OVERVIEW	3
III.	SCOPE OF WORK.....	4
IV.	SCHEDULE	6
V.	WORK CONSIDERATIONS/RESTRICTIONS	6
VI.	PREVAILING WAGE	7
VII.	BID SUBMISSION REQUIREMENTS	8
VIII.	BID EVALUATION	8
IX.	TERMS AND CONDITIONS.....	9
X.	APPENDICES	9
	• APPENDIX A - Bid Form	
	• APPENDIX B - Drawings & Supporting Documents	
	• Appendix C - Insurance Requirments	

I. Solicitation

Tanana Chiefs Conference (TCC) is soliciting bids from qualified contractors for a floor replacement project at the Housing First Facility located at 1521 South Cushman Street, Fairbanks Alaska.

Registration/Questions: Each IDIQ contractor must declare their intent to propose on project by May 29, 2026 via an email to Project Manager, Jeffrey Coghill; jeffry.coghill@tananachiefs.org. Include firm name, address, telephone, email address, and name of contact person.

Site Visit: A non-mandatory site visit will be held at 10:00am June 4, 2026 on site.

Written Questions and Addenda Publication: All questions must be submitted in writing to jeffry.coghill@tananachiefs.org on or before June 11, 2026, 2026 by 2:00 PM Alaska Time (AKT).

Bid Submission Deadline: Bids must be received by email no later than June 19, 2026, 2:00 PM (AKT), sent to jeffry.coghill@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.

Project Team:

Owner: Tanana Chiefs Conference
Project Manager: Jeffry Coghill jeffry.coghill@tananachiefs.org
Project Engineer:
Designer:

Project Delivery

Method: Design-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:** Reference Appendix B #1 for site specific drawings, and demo parameters.
- B. **New Construction:** Reference Appendix B #2 for site specific drawings and specified replacement flooring and cove base.

C. **Inspections**

A substantial completion inspection shall be carried out by TCC. At approval of TCC project manager, with 5 days notice from Contractor.

- D. **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. The Work Plan & Schedule will be used by TCC to notify building users of upcoming activities and coordination. The Contractor will provide 2-week look ahead schedules as work progresses and 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.

- E. **Close-Out:** Contractor will provide as built drawings denoting variation from design, O&M data as applicable to equipment, and provide any on site owner training required to operate and maintain the equipment safely and effectively.

IV. Schedule

Issue Request for Bids to Contractors	May 29, 2026
Site Visit (10:00 AM)	June 4, 2026
Deadline for Questions (2:00 PM AKT)	June 11, 2026
Receive and Open Bids (2:00 PM AKT)	June 19 2026
Issue Notice of Intent to Award (NOITA)	June 26, 2026
Execute Construction Contract/Notice to Proceed	July 6, 2026
Substantial Completion	August 28, 2026

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

V. Work Considerations/Restrictions

***The Housing First Program provides safe housing for the vulnerable homeless population in Fairbanks. As such it is a key part of the mission statement of Tanana Chiefs Conference. All scheduled activities relevant to this contract will be required to be coordinated with the Facilities Manager.**

- A. **Site Access:** Staff and Client access to building entrances/exits must be maintained for the duration of construction. Contractor shall clearly demarcate staff and client access paths, so they are easily recognizable and safe. All alterations of current access ways must be coordinated and approved by the Housing First staff.
- B. **Work Hours:** The facility is occupied by clients and TCC staff 24 hours a day, 7 days a week. Contractors will be encouraged to work during the day. After-hour shifts are at the discretion and approval of the facility managers and TCC. Noise above 70db will not be permitted unless previously scheduled with TCC Project Manager.
- C. **Contractor Staging Area:** A staging area will be designated by TCC and maintained by contractor. This will be coordinated with TCC project manager.
- D. **Construction Debris:** Contractor will not be allowed to utilize existing 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 TCC project manager.
- E. **Restrooms:** Restrooms inside Housing First will be available for Contractor use.

- 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, if applicable, prior to start of construction.
- H. **Inspections:** Contractor will be responsible for coordinating substantial completion and final completion inspections with the appropriate entities and TCC Project Manager. A minimum of five (5) days advance notice prior to the inspection is required.
- I. **Weekly Coordination Meetings:** Contractor is required to hold weekly construction coordination meetings with TCC. Time and place to be determined. Online or conference call format is acceptable (Teams)
- J. **Protection:** Contractor is responsible for protecting and maintaining existing finishes and equipment within the structure in addition to roads, concrete, asphalt, curbs, landscaping, etc. at the exterior.
- K. **Safety Considerations:** Contractor shall limit dust, excessive noise, aromas, and provide traffic controls as needed to provide a safe work environment for the project site. 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. Alaska Native or American Indian (AN/AI) Requirements

TCC endeavors for its projects to contribute to the growth and development of Alaska Native community we serve. Therefore, providing employment to AN/AI individuals during the project is required.

The prime contractor and its subcontractor firms are required to employ AN/AI workers in sufficient numbers to equal, at minimum, 25% of the project's total workload hours. Project's total workload is defined as the sum of prime contractor and subcontractor hours reported between mobilization and substantial completion.

It is at the contractor's sole discretion the extent of AN/AI employment required of its subcontractors as long as a minimum 25% of the project's total work load hours can be reported to AN/AI. However, TCC encourages local labor be sought first to meet AN/AI requirement.

Contractor is required to provide written notice in the event AN/AI requirements cannot be met, local labor shortages exist, or other AN/AI issues arise.

VII. Prevailing Wage

NOT APPLICABLE

VIII. 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 project including the name, scope of work and construction cost. Each bidder shall submit their bid in email with the subject line:

“BID – Housing First Flooring 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 jeffry.coghill@tananachiefs.org no later than the bid submission deadline stated on page 1 of this solicitation.

IX. 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.

X. 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.

XI. Appendices

- APPENDIX A - Bid Form
- APPENDIX B - Drawings & Supporting Documents
- APPENDIX C - INSURANCE REQUIREMENTS

APPENDIX A

Bid Form

XII. BID FORM

PROJECT:
TANANA CHIEFS CONFERENCE
HOUSING FIRST FLOORING
REPLACEMENT

- _____
(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 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.

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

APPENDIX B

Supporting Documents & Drawings

APPENDIX B

SUPPORTING DOCUMENTS

DEMOLITION / INSTALLATION

- 1) Prior to any work complete submittals for ALL materials to be used on the project must be provided to the TCC Facilities Department.
- 2) All of the existing tile floor must be removed, and disposed of.
- 3) Any structural repairs to the existing stairs are the responsibility of the contractor.
- 4) Repairs to the existing subfloor are the responsibility of the contractor.
- 5) The contractor will install luan above the existing subfloor.
- 6) A floor leveling agent will be used to bring the floor within three eighths of an inch (3/8") level across the entire surface being re floored.
- 7) Any damage to the existing drywall caused by removing the existing tile floor is the responsibility of the contractor to repair.
- 8) The contractor will follow the manufacturers recommendations regarding installation of the new flooring.
- 9) The contractor is to mirror the installation of the flooring installed during the HF 1 Project.

FINISH SCHEDULE

STAIRS / WALK OFF CARPET / MANNINGTON COMERCIAL : FRIXION FORCE: VECTOR
COVE BASE / ROPPE: 194 BURNT UMBER / 6"

HALLWAY / LVP / SHAW CONTRACT: UNITE INLET PLANK 0926V / 5MM / REFUGEE /
26155
COVE BASE / ROPPE: / VERTICAL / #65 / BURNT UMBLER / 5.5"

HOUSING FIRST EXISTING FLOORS PHOTO #1
5/21/2026
JTM

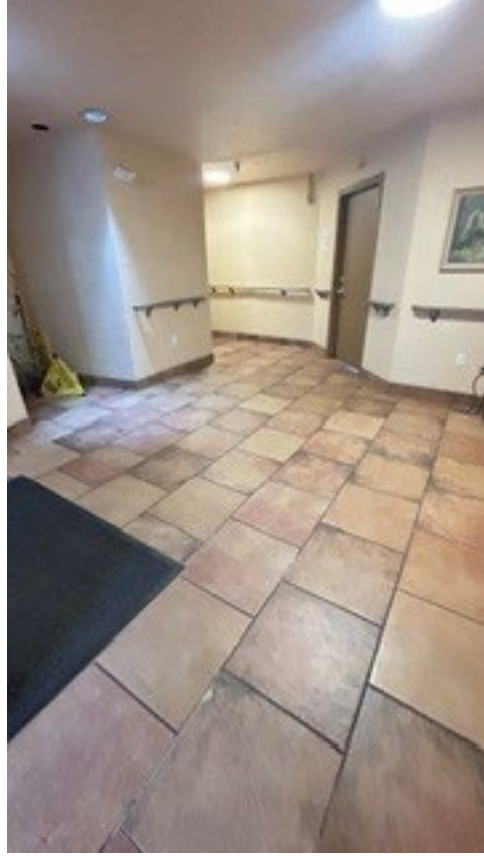


ENTRYWAY STAIRS



MAIN HALLWAY

HF EXISTING FLOOR PHOTOS
5/21/2026
JTM



REAR ALCOVE



REAR ENTRY

INDEMNITY AND INSURANCE

Article 1. Indemnification

The contractor shall indemnify, hold harmless, and defend the contracting agency from and against any claim of, or liability for error, omission or negligent act of the contractor under this agreement. The contractor shall not be required to indemnify the contracting agency for a claim of, or liability for, the independent negligence of the contracting agency. If there is a claim of, or liability for, the joint negligent error or omission of the contractor and the independent negligence of the contracting agency, the indemnification and hold harmless obligation shall be apportioned on a comparative fault basis. "Contractor" and "contracting agency", as used within this and the following article, include the employees, agents and other contractors who are directly responsible, respectively, to each. The term "independent negligence" is negligence other than in the contracting agency's selection, administration, monitoring, or controlling of the contractor and in approving or accepting the contractor's work.

Article 2. Insurance

Without limiting contractor's indemnification, it is agreed that contractor shall purchase at its own expense and maintain in force at all times during the performance of services under this agreement the following policies of insurance. Where specific limits are shown, it is understood that they shall be the minimum acceptable limits. If the contractor's policy contains higher limits, TCC shall be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the contracting officer prior to beginning work and must provide for a notice of cancellation, non-renewal, or material change of conditions in accordance with policy provisions. Failure to furnish satisfactory evidence of insurance or lapse of the policy is a material breach of this contract and shall be grounds for termination of the contractor's services. All insurance policies shall comply with and be issued by insurers licensed to transact the business of insurance under Alaska Statute.

Workers' Compensation Insurance: *The Contractor shall provide and maintain, for all employees engaged in work under this contract, coverage as required by the State of Alaska, and; where applicable, any other statutory obligations including but not limited to Federal U.S.L. & H. and Jones Act requirements.*

Commercial General Liability Insurance: *covering all business premises and operations used by the Contractor in the performance of services under this agreement with minimum coverage limits of \$1,000,000 per occurrence and \$2,000.00 in the aggregate.*

Commercial Automobile Liability Insurance: *covering all vehicles used by the Contractor in the performance of services under this agreement with minimum coverage limits of \$1,000,000 combined single claim*

Waiver of Subrogation. *Contractor waives all rights against TCC and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the above policies maintained pursuant to this agreement. Contractor shall obtain an endorsement to the above policies to affect this waiver.*