



## **Kawerak, Inc. Request for Proposals**

Pilgrim Hot Springs Emergency Summer Repairs

*DUE JUNE 30, 2023*

*KAWERAK ENVIRONMENTAL PROGRAM*

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## I. Document Purpose and Background

Kawerak, Inc.'s Environmental Program seeks a licensed construction contractor (or repair and maintenance professional with related skills) to perform immediate, emergency repairs to the structures, in response to a recent weather event on site. Stabilization work to historic structures is also requested, as well as roofing repairs and new construction of small structures and decking.

## II. Summary of Deliverables

To be considered, Responders must deliver proposals to the address below, on or before the deadline, and in the number of copies indicated below.

**Deadline:** Proposals will be accepted via email (preferred) or postal mail until **Friday, June 30, 2023, at 5pm Alaska Standard Time (AKST).**

*Email responses to:* Amanda Toerdal, Pilgrim Hot Springs General Manager, at [atoerdal@kawerak.org](mailto:atoerdal@kawerak.org)

*Address hard copy responses to:* Kawerak Environmental Program, Attn: Pilgrim Hot Springs Proposals, P.O. Box 948, Nome, Alaska, 99762

*Mark Proposals as Follows:* **“Pilgrim Hot Springs Repairs Bid”**

## III. Project Information

The construction project includes the items A-J listed below. Unless indicated, the supplies required for each project are **already at the project site**. It is expected that supplemental supplies will be required for some projects during the construction efforts, and Kawerak staff will work with the selected contractor to provide these items. Any tools or equipment needed for the work should be provided by contractor and included in the bid.

### A. Outhouse Repairs

- a. Double outhouse structure near hot springs pool has been relocated and destroyed by winds. Needs moved and complete re-build, as well as anchoring system.

### B. Outhouse Construction

- a. New single outhouse near staff quarters to be constructed (please quote lumber materials for this)

### C. Building Anchoring and Tie-Downs

- a. All small structures to be secured with new anchors and tie-downs to sustain strong winds (anchors to be procured by Kawerak before work)

### D. Roofing Repairs and Patching

- a. Historic nun's quarters staff housing roof to be repaired and patched with simple tar paper or sealing materials (Kawerak to order roof repair materials)

### E. Building Stabilization

- a. Historic Dormitory Building to be stabilized and shored-up to reduce risk of collapse (please quote beams and lumber needed for this)

### F. Igloo Structure Repairs

- a. Repair building and tie-downs after winter storm

### G. Igloo Laundry Station

- a. Set-up water-tank pumped laundry station in igloo; basic plumbing of washer to standing water tank with RV pump for off-grid laundry service

### H. Deck Staining and Painting

- a. Stain igloo decking, and paint interior igloo flooring

**I. New Deck Build (Hot Springs Pool)**

- a. Build decking around existing hot springs pool above sand (supplemental foundation and joists may be needed)

**J. Railing on Bridge**

- a. Add wooden railing to wooden bridge for safety measures

**FURTHER DESCRIPTION OF SCOPE OF WORK ELEMENTS**

The contractor should provide a bid estimate on any or all of the requested item tasks.

**IV. Evaluation Process**

Proposals will be evaluated based on the contractor’s experience, availability/timeline, and overall bid (budget) for the project.

- 1. Contractor’s experience should be detailed in a cover letter, and/or resume of work.
- 2. Timeline and availability for work should be outlined in cover letter, or in a project management matrix or spreadsheet. Contractors with better availability will be ranked higher.
- 3. The bid (budget) should outline each itemized task, the estimated hours of work, the rates of pay, any equipment or expenses needed, equipment rentals, any travel, etc.

**Ranking points possible:**

- 1. Experience: 20 Point
  - 2. Timeline: 30 Points
  - 3. Budget: 50 Points
- Total points possible: 100 points

If Kawerak cannot successfully negotiate a contract with the highest ranked Responder, staff will terminate negotiations with that Responder and initiate negotiations with the next highest ranked Responder. This process will be followed until Kawerak, and a Responder have reached agreement and a contract is executed, if at all, unless circumstances warrant otherwise.

**V. Additional Information**

- 1. Responders should be aware that the information presented in this document is preliminary, and subject to change.
- 2. Any costs incurred in response to this request are at the Responder’s sole risk and will not be reimbursed by Kawerak or any project funders.
- 3. Kawerak reserves the right to define and waive informalities, and to make a selection as deemed in its own best interest. This includes the right to decline to enter into any contracts based on this solicitation, withdraw, cancel or reissue this solicitation for any reason, or reject all proposals and proceed utilizing a different process, all at its sole discretion and without liability.
- 4. The successful Contractor must agree to comply with Kawerak’s Mandatory Vaccine Policy, which requires that any personnel of Contractor that will be performing the Scope of Work and who will be on site within Kawerak facilities or in physical contact with Kawerak staff or clientele while providing such services, will be vaccinated. Should the Centers for Disease Control (“CDC”) recommend that COVID 19 boosters are necessary, all such personnel will have received a booster to the extent recommended by CDC.



## Questions:

Interested firms may submit questions in writing to the address Kawerak, Inc. P.O. Box 948, Nome, Alaska, 99762 (attn.: Pilgrim Hot Springs, ENV PROGRAM), by fax at 907-443-4445 (attn.: Pilgrim Hot Springs, Amanda Toerdal) or by email (**preferred**) to [atoerdal@kawerak.org](mailto:atoerdal@kawerak.org) by **June 25, 2023**.

## VI. Other

### *Travel*

No additional travel funding can be requested. All travel costs for consultations, site visits, engineering, and architectural work, etc. must be outlined within the proposal's budget. Contractor and Kawerak staff can determine if it is appropriate to travel during the time of the contracted work, or if digital meetings can be conducted. Travel may not be possible due to COVID-19 restrictions or other travel restrictions due to weather or unforeseen circumstances. If this is the case, the contractor and Kawerak staff will work together to amend the proposal.

### *Vaccination*

According to Kawerak policy, all contractors of Kawerak and their agents must be fully vaccinated against the COVID-19 virus before performing work at any Kawerak job sites, properties, or buildings. Proof of vaccination may be requested by the organization.

### *Insurance*

Kawerak's policy requires all construction contractors to purchase and maintain the following insurance: Workers Compensation and employer's liability insurance as required by State law and as will adequately protect Contractor from claims under worker's compensation laws, disability benefit laws or other similar employee benefit laws; General liability insurance with limits of not less than one million dollars (\$1,000,000) per occurrence combined single limit for bodily injury and property damage and two million dollars (\$2,000,000) aggregate; Auto liability insurance with limits of not less than one million dollars (\$1,000,000) and physical damage limits of the stated value for all vehicles used by Contractor in performance of the Scope of Work; Professional liability (errors and omissions) insurance with limits of not less than one million dollars (\$1,000,000).

Kawerak shall be named as an additional insured in each policy herein provided, except for worker's compensation, professional liability, and employer's Liability insurance. All insurance policies shall be written as primary policies and shall not be contributing with, or in excess of, any insurance coverage that Kawerak may otherwise carry. Contractor shall furnish Kawerak certificates showing the type, amount, class of operation, effective dates and dates of expiration of policies. All insurance certificates must be delivered to Kawerak before work begins, and must confirm that each type of coverage extends to all services to be performed described in the Scope of Work in Section (3). All insurance certificates and policies shall not be cancelled or allowed to expire within the duration of this Agreement until at least thirty (30) days prior written notice has been given Kawerak. Such policies shall contain a clause pursuant to which the insurance carriers waive all rights of subrogation against Kawerak with respect to losses payable under such policies.