



Kawerak, Inc. Request for Proposals

Pilgrim Hot Springs Master Plan

DUE FEBRUARY 10, 2023

KAWERAK ENVIRONMENTAL PROGRAM

Table of Contents

I. Document Purpose and Background	2
II. Summary of Deliverables	2
III. Project Information	3
IV. Evaluation Process	5
V. Additional Information	6
VI. Other	6

I. Document Purpose and Background

Kawerak, Inc., a non-profit tribal consortium located in northwest Alaska, provides a multitude of services to residents of the Bering Strait Region, in one of the most remote parts of the world. Kawerak represents 20 federally recognized tribes residing within 16 communities.

Kawerak, Inc. is a co-managing owner of Unaatuq, LLC., the consortium that owns U.S. Survey No. 565, known locally as “Pilgrim Hot Springs.” This 320-acre property is the only homestead on the Seward Peninsula of Alaska and has a rich and unique history of use. Specifically, Pilgrim Hot Springs was home to “Our Lady of Lourdes” Catholic mission, orphanage, and boarding school from 1917 through 1941. During its time of operation, the mission housed hundreds of Alaska Native children who were left without primary caretakers due to illness or other factors. As such, many residents of the Bering Strait Region have family ties to Pilgrim Hot Springs and are direct descendants of the children who lived there.

The entire property is listed on the National Register of Historic Places (NRHP), at a “state” level of significance. The property is important to the people of the region and is a popular recreational and wellness spot. During the summer, around two-thousand people visit the site to bathe in the hot springs pool, stay overnight in campsites or cabins, tour the historic buildings and cemetery, and explore the walking trails throughout the property.

The seven-mile road leading into the property from the Kougarok Road is a bumpy, slow-moving trail, which could benefit from significant improvements. Road improvements are a top priority for Unaatuq, LLC., and are a constant request from visitors who frequent the site. Interior roads and walking paths within the property are susceptible to flooding, erosion, and extreme weather, and require improvements, ADA-compliance, and better accessibility.

Kawerak, Inc.’s Environmental Program seeks a contractor to develop a site Master Plan for Pilgrim Hot Springs, on behalf of Unaatuq, LLC. Over the course of the 18-month project (approximately April 1, 2023, through July 31, 2024), the contractor will complete an overall master plan with a facility access assessment, a code study, an ADA-accessibility assessment and schematic designs for facility layout, water supply and distribution systems, wastewater collection and disposal, and a design estimate.

In addition, an aerial survey, a geotechnical investigation, an economic study, restoration planning, and an environmental overview with a complete list of requirements will be performed. The environmental aspect will include a preliminary wetland delineation, a hazardous waste site assessment, baseline environmental research summarizing the existing conditions for eventual National Environmental Policy Act (NEPA) approval, and shareholder and public outreach. Also, a cultural resources report will inform historic preservation and restoration planning, and the contractor will lead consultation with the State Historic Preservation Office (SHPO), National Park Service (NPS), and shareholders; resulting in the development of a Memorandum of Agreement (MOA) to proceed with historical restoration, as well as submit an update to the NRHP entry to move Pilgrim Hot Springs to the “national” level of significance.

Overall, the goal of this project is to develop a Master Plan for Pilgrim Hot Springs that is focused on sustainability, safety, accessibility, and enjoyment for the people of the Bering Strait Region, as well as the increasing number of tourists who visit Nome and its surroundings each year.

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, February 10, 2023, at 5pm Alaska Standard Time (AKST).**

Email responses to: Amanda Toerdal, Pilgrim Hot Springs General Manager, at 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 Master Plan Proposal”**

PROPOSAL PAGE LIMITS

The proposal shall include a maximum of 23 pages, in total, consisting of the following sections:

- Cover Letter: 2 pages maximum
- Narrative: 15 pages maximum
- Resumes: 6 pages maximum

III. Project Information

The contractor will complete a site Master Plan for Pilgrim Hot Springs (U.S. Survey No. 565) including the following scope of work elements, listed A-F:

- A. Facility Design:**
 - a. Facility Access Assessment
 - b. Code Study
 - c. ADA Accessibility Assessment
 - d. Schematic Designs for Facility Layout
 - e. Water Supply and Distribution Systems
 - f. Wastewater Collection and Disposal
 - g. Design Estimate
- B. Property Data**
 - a. Aerial Survey
 - b. Geotechnical Investigation
- C. Economic Study**
- D. Environmental Review**
 - a. Preliminary Wetland Delineation
 - b. Hazardous Waste Site Assessment
 - c. National Environmental Policy Act (NEPA) Approval
- E. Historic Restoration Planning**
 - a. Cultural Resources Assessment
 - b. State Historic Preservation Office (SHPO) Consultation
 - c. National Park Service (NPS) Consultation
 - d. Memorandum Of Agreement (MOA) To Proceed with The Historical Restoration
 - e. Updated National Register of Historic Places (NRHP) entry
- F. Outreach**
 - a. Public Involvement
 - b. Shareholder Consultation

FURTHER DESCRIPTION OF SCOPE OF WORK ELEMENTS

Note: All master plan elements should consider the installation and operation of the new geothermal power plant, to be constructed in 2024. The contractor will be expected to consult with the geothermal project team during their final design phase and construction planning, to inform the master plan elements.

Facility Access Assessment, Code Study, ADA Accessibility, Schematic Designs for Facility Layout

The facility access assessment will determine the needs for safe ingress and egress to the existing buildings, parking lot, trails, and access road, including emergency access. An investigation is required to address the existing code deficiencies and prepare the site as it goes through the project development phase to meet code requirements, and provide a safe commercial facility when restoration is complete. Plans will be prepared to determine best ADA routes and allow for the greatest mobility as the site is redeveloped. A schematic plan set for the layout of the site will be prepared, including buildings, existing and proposed dry utilities, fire protection, parking lots, and trail network.

Water Supply and Distribution Systems, Wastewater Collection and Disposal

A schematic plan set of the layout of the existing and proposed water supply, and distribution system, including any required improvements should be prepared. A schematic plan set of the layout of the wastewater collection and disposal system is necessary to plan for future needs. This section should also include initial sanitary sewer system planning needs.

Design Estimate

A preliminary cost estimate for improvements and future projects should be developed as part of the master plan, which will aid in the future planning and grant funding for the site.

Aerial Survey, Geotechnical Investigation

Aerial Lidar survey and mapping of the existing topographic features of the site will be required to prepare the plans and reports for the project. An updated boundary survey will also be required. Geotechnical investigation will study the quality of the soil and ground properties of the site, to determine appropriate restoration techniques, methods for building stabilization, and to assist with planning for future building development and construction.

Economic Study

An economic consultant should be utilized to provide an economic feasibility study on the tourism aspect of the property, and financial sustainability of the project.

Preliminary Wetland Delineation, Hazardous Waste Assessment, NEPA Approval

The contractor will provide basic information to begin the NEPA procedure to ensure minimal environmental impact due to the project, including preliminary determination of any possible wetlands to be impacted by the project near and around proposed and existing buildings and other areas to be improved with the project. A hazardous waste site assessment is required and will determine the presence of any hazardous waste on the project site and determine mitigation. An initial existing baseline condition study will provide general environmental studies to be presented to the appropriate government agencies to begin the NEPA process.

Cultural Resources Assessment, SHPO & NPS Consultation, MOA, Update NRHP

The project scope and deliverables should comply with the National Historic Preservation Act. The project will require a cultural resources assessment which will study the project site and any potential impacts of future development. The project has large elements that require restoration planning. Significant studies of the current state of the buildings have already been completed, most recently a structural engineering report in 2021. The plan should outline the future use of the site, as determined by the property owners. SHPO clearance is required for the project. As such, the contractor will arrange and lead consultation with SHPO, NPS, and stakeholders to begin work on the project, and to formulate an MOA to proceed with historic restoration. As part of this planning process, the contractor should also assist Kawerak with submitting an updated entry to the NRHP to move Pilgrim Hot Springs to the “national” level of significance.

Public and Shareholder Outreach, Shareholder Consultation

Community, shareholder, and public outreach is key to the success of this planning project. During the 18-month project, the contractor will work directly with Kawerak, the member owner organizations of Unaatuq, their shareholders, and the public of the Bering Strait Region to gain input and advice on the planning process. Extensive stakeholder coordination will be required for the project since it is owned by multiple tribes and native corporations and impacts several outside government stakeholders. At least two community meetings should happen during the project period, to allow for public comments to be heard and considered in development of the master plan. The draft plan should also be reviewed quarterly during its development, by the Unaatuq and Kawerak boards of directors, as well as the Unaatuq Cultural Advisory Committee, and the final plan presented for review in conclusion of this project.

IV. Evaluation Process

Proposals will be evaluated based on the contractor's narrative, public involvement plan, historic consultation plan, preliminary budget, previous experience, specialized experience, and the overall feasibility of the proposal.

1. The general narrative will outline how the contractor proposes to develop this project, including an overall timeline (approximately April 1, 2023-July 31, 2024), an activity matrix including major projects and deadlines for the milestones outlined in this RFP, and ideas for working with Kawerak staff. The narrative should detail the overall approach to providing the services and should address who, what, when, where, how, and in what sequence the work will be performed. **30 points**
2. A public involvement plan, included as part of the general narrative (not in addition to the 15-page maximum), will outline how the contractor plans to perform the Public Outreach activities, including community meetings, shareholder consultation, accepting public comments, and addressing public concerns. The public involvement plan should include at least two "community meetings" during the project period. **10 points**
3. An historic consultation plan, included as part of the general narrative (not in addition to the 15-page maximum), will outline how the contractor plans to consult with the State Historic Preservation Office, the National Park Service, and any other applicable organizations to complete the cultural resources assessment and restoration plan. As part of the historic consultation effort, the contractor should also explain how they will assist Kawerak staff with preparing and submitting an update to the National Register of Historic Places, to move Pilgrim Hot Springs to the "national" level of significance. **10 points**
4. A preliminary budget will include staff time, supplies, travel, and other expenses. Please note that the contractor will undergo budget negotiations, if selected, to fit into the budget guidelines at Kawerak, Inc., as outlined by the Economic Development Association grant that supports this contracted work. **10 points**
5. Previous Experience: Provide a summary of projects similar in size and complexity that demonstrate relevant experience, preferably in rural Alaska. Resumes of the main team members should be included for review, not to exceed 6-pages in total, as an addendum to the proposal. **20 Points**
6. Specialized Experience: Working knowledge and preferably previous experience within the fields of facility assessments, accessibility, water systems, environmental review, NEPA compliance, historic preservation and restoration, shareholder consultation, and public involvement. **20 Points**

Contractor Selection Criteria	Weight
1. Narrative, general	30
2. Public involvement plan	10
3. Historic consultation plan	10
4. Budget, preliminary	10
5. Previous Experience	20
6. Specialized Experience	20
Total	100

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 by **February 8, 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.