



KENAITZE INDIAN TRIBE REQUEST FOR PROPOSAL

Transportation Building and Covered Parking Design-Build Issued: 11/11/2022

1 INTRODUCTION

1.1 ORGANIZATION

1.1.1 The Kenaitze Indian Tribe is a federally recognized tribal government, re-organized in 1971 under the statutes of the Indian Reorganization Act of 1934, as amended for Alaska in 1936. The Tribe serves over 5,000 community members, Alaska Natives, and American Indians in the central and upper Kenai Peninsula. The Tribe's Headquarters is located at 150 N Willow, Kenai, Alaska 99611. Nothing in this RFP is a waiver of the Tribe's sovereign immunity.

1.2 MISSION STATEMENT

1.2.1 To assure Kahtnuht'ana Dena'ina thrive forever.

2. OVERVIEW

The Kenaitze Indian Tribe ("Tribe") is seeking proposals from firms qualified and interested in providing design-build contractor services for a Transportation Building and Covered Parking to be used for transit vehicle cleaning and parking, located in Kenai, Alaska (the "Project"). The facility shall be designed to meet all applicable Tribal, Federal, State, and Local Laws and Regulations.

The purpose of this Request for Proposal ("RFP") is to solicit responses from competent and experienced firms that are capable of providing the goods/services as specified herein in a prompt, cost-effective, and efficient manner. The selected firm is expected to enter into a legally binding Agreement with the Tribe based on a relationship of trust and confidence. The selected firm is further expected to use its highest skill and judgment to design and build the Project while remaining in close consultation with the Tribe to ensure the successful completion of the Project. The selected firm shall provide for the professional oversight and delivery of all aspects of the services required to complete the Project successfully, on time, and within the Project's budget, in accordance with the terms and conditions of the Tribe's Standard Design-Build Agreement (Attachment B).

The Tribe is constructing the Project pursuant to its federal funding agreement (“Funding Agreement”) with the Federal Transit Administration (“Funding Agency”). Offerors are hereby advised that development of the Project is contingent upon the Tribe receiving funding from the Funding Agency. The Project shall be conducted in accordance with all applicable Tribal, Federal, State, and Local Laws and Regulations and the terms of the Funding Agreement.

Construction of the Project will be subject to prevailing wage rates under the Davis-Bacon Act, 40 U.S.C. §§ 3141–3148.

3. INQUIRIES

Questions regarding this RFP must be directed in writing to Tami Murray, Procurement Manager, TMurray@kenaitze.org. All emails must identify the RFP title in the subject line, include the contact information for the person submitting the question, and indicate the relevant RFP, Plan Page, or Specification Division section number.

All questions must be submitted using this format and must be received no later than 5:00 p.m. (Alaska Standard Time) on 11/28/2022. Responses will be posted on the Kenaitze website on or before the close of business on 11/30/2022 and emailed to inquiring parties.

The post will provide every question received and each accompanying response. This will ensure all potential Offerors receive the same information. Questions will only be answered in writing. Revisions to this RFP shall only be made through formal written addenda that will be made available to all interested Offerors as described above. Oral and other interpretations or clarifications will be without legal effect. It is the Offeror’s responsibility to ensure they are on the Tribe’s list to receive all addenda.

Offerors must read the RFP thoroughly. Any ambiguity, conflict, discrepancy, omission, or other errors in this RFP must be reported in writing. Any changes or corrections to the RFP will be made only by a written addendum issued by the Tribe. Failure to report ambiguities, conflicts, discrepancies, omissions, or other errors in a timely manner prior to submission of the proposals will result in a waiver of those issues.

4. PROPOSAL SUBMISSION DEADLINE

To be considered, a complete proposal package must be received by the Tribe by the deadline via either of the following methods:

Hand-delivered or mailed to: Kenaitze Indian Tribe
Attention: Tami Murray
Procurement Manager
150 N Willow St
Kenai, Alaska 99611

Electronically transmitted to: tmurray@kenaitze.org

The deadline for submission is 5:00 pm Alaska Time, 12/12/2022. Any proposals received after the deadline may not be accepted. Proposals sent via email should be sent in a single PDF document format, with the RFP title noted in the subject line. The **Notice of Award is anticipated on 12/19/2022.**

By submitting a proposal the Offeror represents that the Offeror has become familiar with local conditions and has correlated that knowledge with the requirements in this RFP. To make a site visit, please contact Tami Murray, Procurement Manager, TMurray@kenaitze.org.

The submitted proposal shall remain valid for at least sixty (60) days after the closing date for receipt of proposals. Modifications to or withdrawals may be allowed only if received prior to the deadline for receipt of the proposal. No changes to or withdrawals of the proposal will be permitted after the time for receipt specified.

5. SCOPE OF WORK

The selected design-builder will provide complete design-build services, including but not limited to general contractor, architectural, geotechnical, civil, structural, mechanical, electrical, and special inspections services, as well as such other additional services as may be required, for a 7,000 square-foot Transportation Building and Covered Parking. These services will be provided in accordance with the Tribe's objectives as stated in Section 5.1.

The Transportation Building must include two (2) bus bays, two (2) wash bays, two (2) staff offices, and one (1) multi-use room/classroom. The Tribe prefers, but does not require, that the Transportation Building be a pre-engineered metal building and include the following additional design elements:

- In-floor radiant heat
- Concrete stoops and aprons with snow melt systems
- Insulated metal wall panels with the following basis of design: AWIP DM40 Mesa wall panels, three-inch (3") thickness
- Insulated metal roof panels with the following basis of design: AWIP SR2 Standing seam roof panels, five-inch (5") thickness

The Tribe has developed the attached conceptual drawing (Attachment A) that satisfies the above requirements. The Tribe prefers that proposals for design of the Transportation Building and Covered Parking adhere to this conceptual drawing. However, the Tribe is open to alternative design proposals that satisfy the Project specifications described above and that result in time or cost savings for the Project.

5.1 Objectives – The Tribe has identified the following objectives and services for the selected design professional for the Transportation Building:

- a. Conduct design meetings with the Tribe's Representatives, as needed, to determine the Tribe's needs and the Tribe's project requirements.

- b. Provide expert advice and assist in determining the most cost-effective building system and components to adhere to budget constraints and comply with the terms and conditions of the Funding Agreement, including Buy America standards.
- c. Provide building code analysis.
- d. Incorporate Tribe-approved Draft Alaska renderings into the design (Attachment A).
- e. Incorporate the Tribe's special equipment into the design.
- f. Incorporate Tribe-furnished, Tribe-installed equipment into the design.
- g. Incorporate Tribe-furnished, Design-Builder-installed equipment into the design.
- h. Incorporate into the specifications and drawings the Tribe's preferred Special Systems vendors' scopes of work. Convergent Technologies LLC is a preferred vendor.
- i. Consult with Homer Electric Association (HEA) and Enstar, as needed, and complete all engineering and service applications. The Tribe will pay HEA and Enstar fees.
- j. Fill out and submit Federal Aviation Administration (FAA) required documents (study and other required forms) on behalf of the Tribe.
- k. Value engineering, as necessary, to meet budget restraints.
- l. 35% Design Documents with Cost Estimate.
- m. 65% Design Documents with Cost Estimate.
- n. 95% Design Documents with Cost Estimate.
- o. 100% Design Documents with Cost Estimate.
- p. Submit Building Permit Applications to the City of Kenai on behalf of the Tribe. The Tribe to pay building permit fees.
- q. Construction administration for the duration of the Project.
- r. Construct facility and provide Certificate of Occupancy at substantial completion.
- s. Utilize the Tribe's cloud-based, Autodesk program for document tracking.
- t. Provide an electronic set of as-built drawings at project closeout to include but not limited to the following: Design-Builder's redlined field set, RFI's, Addenda, ASI's, and all final product & color selections. Design-Builder has the option to utilize Autodesk and maintain as-builts as Project progresses.
- u. Provide an electronic set of operation manuals and warranties for all components of the build.

6. SCHEDULE

Interested Offerors are requested to give careful consideration to their workload and capability of meeting Project schedules. This schedule is inclusive of any change orders or modifications.

Contract Award	December 19, 2022
Design phase milestone dates:	
35% design documents:	March 3, 2023
65% design documents:	TBD
95% design documents:	TBD
100% construction documents:	TBD
Construction commencement date:	At the earliest date possible in the construction season when weather conditions are appropriate for the construction activity, consistent with industry practices in the locality
Substantial Completion date:	September 1, 2023

7. PROPOSAL SUBMISSION REQUIREMENTS

All Offerors interested in submitting a proposal in response to this RFP must adhere to the following requirements. Failure to do so may result in the Tribe deeming the proposal to be non-responsive and therefore not eligible for consideration.

Cover Letter:	1-page maximum
Narrative:	10- pages maximum
Resumes:	2-pages maximum (each)
Rate Sheets and Attachments:	As required
Scope of Work:	As required

One page is defined as one side of a standard 8 ½” x 11” sheet of paper.

7.1 Proposal Submittal Items

Offerors must only submit one proposal, following the format outlined below, and clearly identifying each of the following four criteria within the submittal.

- a) Cover Letter** – submit a cover letter on company letterhead that is no more than one (1) page and includes the following:
1. The company’s legal name and contact information.

2. An overview of the company's qualifications and experience relevant to the scope of work defined herein.
3. The identity and qualifications of the person(s) who will be assigned to the job should the company be chosen.
4. The letter must be signed by a company representative who is authorized to make representations and commitments for the Offeror. Include that person's name and contact information, and include a statement that the signing individual has the authority to bind the Offeror to the proposal.
5. Confirmation that all addenda have been received and considered. Addenda can be found on the Kenaitze website: <https://www.kenaitze.org/about/procurement/>
6. Statement that Offeror agrees to the contract terms and conditions identified in Attachment B of this RFP or explain that it has provided specific redline edits to the Tribe's Standard Design-Build Agreement sufficient to allow it to execute the Agreement without further negotiation.

b) Scope of Work – submit a written, detailed description of how each component of Section 5 Scope of Work will be accomplished, which may be used as an exhibit to the Tribe's Standard Design-Build Agreement. Please refrain from using marketing information in this part of the proposal submittal. The Scope of Work document will not count toward the narrative page limit.

c) Price – the Tribe's total budget for the Project, including all design and construction costs, is two million dollars (\$2,000,000.00). Offerors may but are not required to submit a price estimate. However, no points will be assessed by the Tribe for price in the evaluation and selection process set forth in Section 8.

d) All proposals will become the property of the Tribe and may be returned only at the option of the Tribe. Any information marked as proprietary or confidential will be held in confidence to the greatest extent possible.

7.2 Proposal Preparation Cost

The issuance of this RFP, the submission of a response by any firm, and the acceptance of such response do not obligate the Tribe in any manner, prior to the award of an agreement to the Design-Builder selected as a result of the RFP process. The Tribe shall not be responsible for any costs incurred by any Offerors associated with preparing and/or submitting a proposal in response to this RFP, in any manner, for any reason. All proposal preparation costs shall be the sole responsibility of the Offerors, including the selected firm.

7.3 Proposal Validity

An Offeror's proposal will remain valid for sixty (60) calendar days from the RFP submission deadline or until an award is made to the successful Design-Builder, whichever is sooner.

8 EVALUATION AND SELECTION

Proposals will be evaluated by Tribal staff and committee based on the responsiveness to the submission requirements described in Section 7 and the following factors:

8.1 Capability & Experience – 50 Points

The Offeror's proposal will be evaluated on how well it demonstrates that it has the experience and expertise to perform the services required for the Project. Consideration will be given as to how effectively and successfully the Offeror has executed past projects. Consideration will also be given to Offerors with experience relevant to the type and use of the proposed project.

Describe the Offeror's past performance in successfully managing design-build (or a similar integrated delivery model) projects of similar scope and complexity that include management and communications of an integrated team of design consultants, specialty subcontractors, and trade contractors. Include Offeror's past performance in managing the design, permitting, engineering, and construction processes. Describe the Offeror's past performance in developing integrated design and construction schedules for projects of a similar scope and complexity. Describe the Offeror's past performance in developing and/or managing costs within a Firm Fixed Price.

Include a listing of up to five (5) of Offeror's projects similar to the Project in size, scope, and complexity. For each project listed, the listing should provide the following information:

- The type of project, price or budget range, name, and location.
- The original bid/proposal price and the final contract price; if the project is on-going, provide the projected final price.
- The original date scheduled for completion of the project and the actual completion date; if the project is on-going, provide the projected final completion date.
- Contact information (name, address, and current phone numbers) for the owner of the project.

8.2 Project Delivery and Professionalism – 25 Points

Outline the approach of the Offeror for a successful project, including project delivery methods and relationships with owners, contractors, and sub-consultants. Indicate whether Offeror proposes to adhere to the design of the Transportation Building and Covered Parking in the conceptual drawing (Attachment A). If not, include a preliminary design. Include a construction schedule that clearly demonstrates an understanding of the targeted completion date and identifies distinct or unique approaches to completing the Project. Include general information on how sub-consultants will be selected and any proposed sub-consultants.

8.3 Management and Proposed Project Staff – 25 Points

Describe how the Offeror will staff and organize the Project. Describe the proposed Project staff. Demonstrate that the individuals who will be assigned to the Project have the experience and expertise to perform the services that will be required for a successful project. Emphasis will be placed on past performance and expertise in performing work on projects that are of similar scope and complexity.

Provide resumes for the key personnel that will be assigned to this Project, including but not limited to the following individuals:

- Person responsible for the overall management of the Project and design-build contract;
- Designer of record;
- Person responsible for overall construction management;
- Person responsible for on-site field supervision and direction and construction;
- Person responsible for safety;
- Person responsible for quality assurance;
- Person responsible for cost controls and budgeting;
- Person responsible for scheduling; and
- Person responsible for systems testing, configuration, and commissioning.

Resumes should include a description of the individual's proposed Project role, total years of relevant experience, years of relevant experience with the Offeror, education, current relevant professional registrations, and other relevant professional qualifications.

Native Preference: In accordance with 25 U.S.C. § 5307(b) and the Tribe's TERO, Ordinance No. 2017-01, the Tribe provides a preference for qualified Alaska Native/American Indian-owned businesses. Offerors do not need to qualify as an Alaska Native/American Indian Owned enterprise in order to submit a proposal.

The Tribe will give preference to proposals for covered entities in the procurement evaluation process by awarding additional points to Tribal and Native contractors in the evaluation of the proposal:

1. Fifteen (15) additional points for Tribal contractors; or
2. Ten (10) additional points for Native contractors

These criteria are intended to describe the qualities the Tribe is looking for in the selected Design-Builder but are not intended to constrain the Tribe's discretion in selecting the firm it determines will provide the best overall value to the Tribe in carrying out the Project.

At its sole discretion, the Tribe may ask questions of Offerors, seek clarifications, and conduct interviews with Offerors on Proposals. The Tribe reserves the right to waive any formalities in the selection process and may make its selection based on any factors deemed to serve its own best interest. This includes the right to reject any or all proposals and the right to proceed utilizing a different procurement process.

The anticipated date for Notice of Award is 12/19/22.

9. TYPE OF AGREEMENT

Within thirty (30) calendar days after the Notice of Award is issued, it is expected that the Selected Offeror will sign the Tribe's Standard Design-Build Agreement, which is included with the RFP information as Attachment B. Offerors are expected to carefully review the Tribe's Standard Design-Build Agreement and advise the Tribe in their proposal if any of the terms or conditions of the Standard Design-Build Agreement are objectionable. If any provisions are objectionable, the Offeror must provide in redline format alternative terms and conditions which are acceptable to it, along with the reasons for the proposed changes. These pages will not count against the proposal page limit. The Tribe reserves the right to reject any proposal that fails to indicate that the Offeror is willing to execute the Tribe's Standard Design-Build Agreement or fails to propose alternative terms and conditions that are acceptable to the Tribe.

10. INSURANCE, CERTIFICATIONS, AND OTHER REQUIREMENTS

- 10.2 Insurance:** If Offeror is selected, Offeror must agree to maintain the level of insurance coverage specified in the Agreement throughout construction of the Project.
- 10.3 Certifications Required for Federally Funded Projects:** By submitting a proposal, the Offeror assures that:
- 10.3.1** Neither it nor any of its principals is presently debarred, suspended, proposed for debarment, or declared ineligible or voluntarily excluded from participation in this transaction by any state or federal department or agency;
 - 10.3.2** Neither the Offeror, nor any of its employees, agents, or representatives has violated the provisions of the “Anti-Kickback” Act (41 U.S.C §§ 8701-8707) which will be incorporated by reference and made a part of any contract;
 - 10.3.3** Neither the Offeror nor any of its representatives has been required, directly or indirectly, as an express or implied condition in obtaining or carrying out this contract, to employ or retain any organization or person or to make a contribution, donation, or consideration of any kind;
 - 10.3.4** It will comply with all applicable state and federal rules governing Equal Employment Opportunity and Non-Discrimination, including all applicable provisions of 41 C.F.R § 60–1.4(b); and
 - 10.3.5** Its prices were independently arrived at and without collusion.
- 10.4 License:** All Offerors are required to hold a valid Alaska Business License and valid Professional Licenses sufficient to perform the work required by the Project. All services performed under the Agreement resulting from this RFP which may require a professional license shall be performed by or under the supervision of a person licensed and registered in the State of Alaska to provide the services contemplated under the Agreement. Offerors must submit copies of all licenses, certificates, registrations, and other credentials required for performance under the contract when submitting proposals in response to this RFP. Documentation must be current and must have been issued by or under authority of the State of Alaska or, if documentation is from an outside jurisdiction, such documentation must be accepted as valid by the State of Alaska for performance in Alaska.

11. ADDITIONAL REQUIREMENTS:

The Offeror is responsible for conducting necessary research and becoming familiar with the organization as necessary. A site inspection is recommended but not required for submission of a proposal on this project to verify existing conditions and for Offeror to familiarize itself with the full scope of work. Contact Tami Murray, Procurement Manager to arrange an inspection, at 907-335-7213 or TMurray@kenaitze.org.

12. GENERAL REQUIREMENTS

12.1 Term of Service

The agreement resulting from this RFP shall be effective from the date of execution of the agreement through the completion of services. The Tribe anticipates that the Project will be completed by Dec 31, 20/23.

12.2 RFP Modification

Offerors should be aware that the Project information presented in this document is preliminary. Descriptions of the Project and proposed schedule are subject to refinement and change to meet the ongoing needs of the Project. The Tribe reserves the right to accept or reject any or all submittals, consider alternatives, waive informalities in evaluation procedures and RFP requirements, and may make its selection based on any factors deemed to serve its own best interest. This includes the right to reject any or all proposals and the right to proceed utilizing a different procurement process. The Tribe in its sole discretion may cancel the solicitation at any time if such cancellation is in the best interest of the Tribe.

12.3 Sub-consultants

The Selected Offeror must disclose to the Tribe the use and identity of sub-consultants it intends to use in carrying out the requirements herein. The Tribe reserves the right to approve all sub-consultants if it so chooses. The Selected Offeror is solely responsible for the satisfactory performance of and compensation to any sub-consultants.

The Tribe has adopted a Tribal Employment Rights Ordinance (TERO), Ordinance No. 2017-01. In accordance with the TERO, the Selected Offeror shall make best efforts to employ and subcontract with Tribal members, Tribal members' spouses, and other Alaska Native and American Indians. The Selected Offeror shall review and consider the Tribe's preferred vendor list and index of Tribal members and eligible Indians seeking employment that is maintained by the TERO office.

12.4 Other

The Tribe may require, seek, and utilize all information it deems appropriate to assess the qualifications of individual Offerors. Unless otherwise specified by Offeror in writing, all proposal information submitted in response to this RFP shall be considered public information and may, at the Tribe's sole discretion, be released to the public at the conclusion of the procurement process, except for the rate information submitted in response to the pricing criteria. Any other information related to pricing or capacity that Offerors consider confidential or proprietary must be clearly identified in writing, as part of the Proposal response.

ATTACHMENTS:

Attachment A – Kenaitze Indian Tribe Transportation Building Conceptual Drawings
(August 2, 2022)

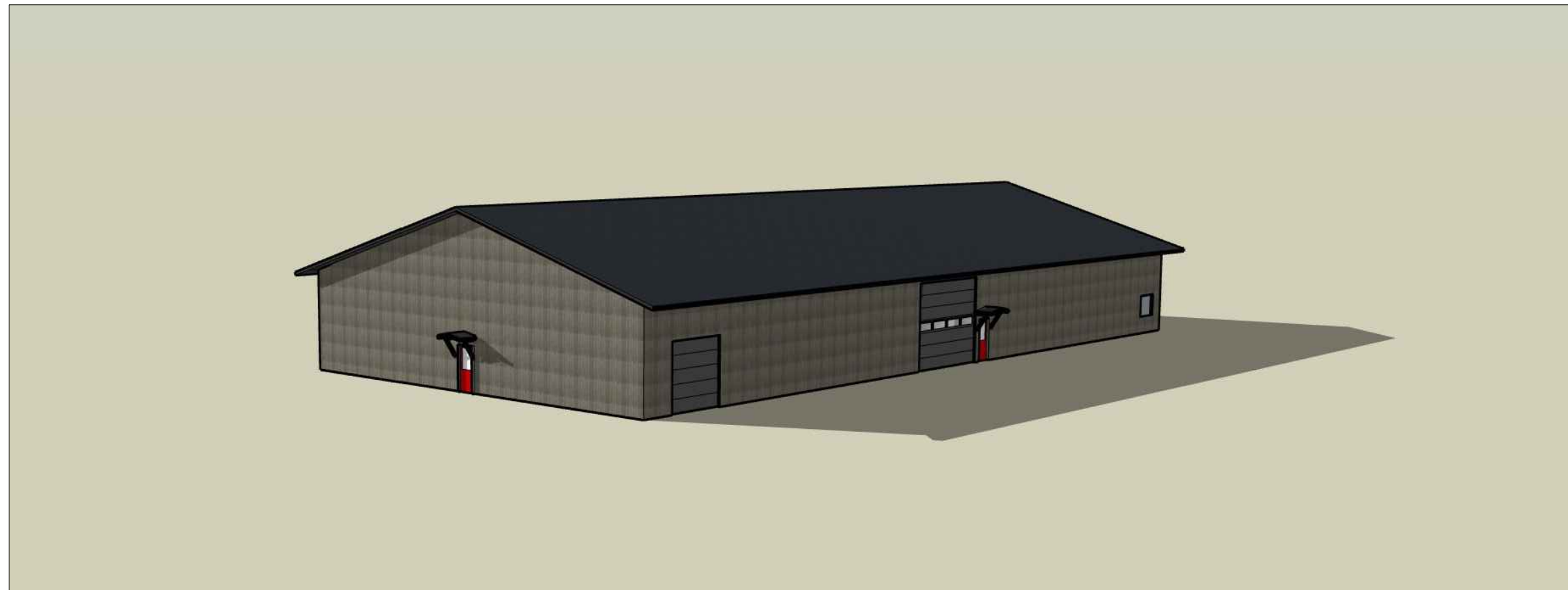
Attachment B - Standard Design-Build Agreement

END OF PROPOSAL

Kenaitze Indian Tribe TRANSPORTATION BUILDING

KENAI, ALASKA

ATTACHMENT A



TRANSPORTATION BUILDING PERSPECTIVE

CONTENTS

- A2.0 TRANSPORTATION BUILDING FLOOR PLAN & ELEVATIONS
- A3.0 COVERED PARKING FLOOR PLAN & ELEVATIONS



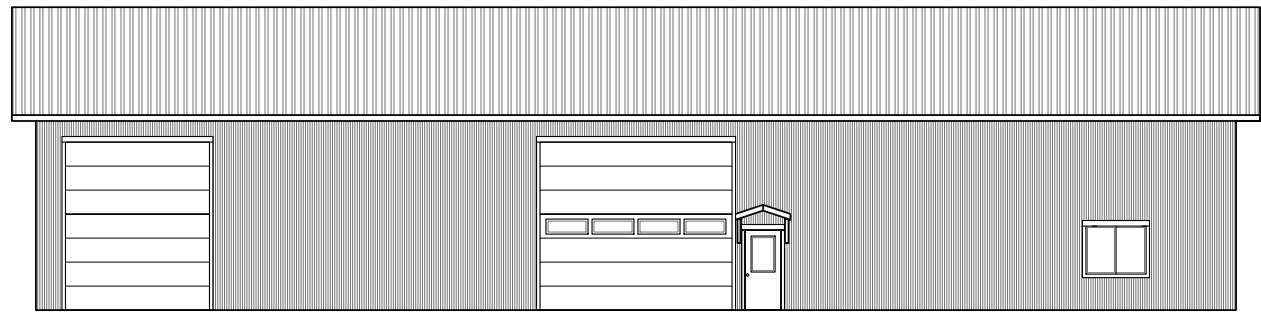
KENAI, ALASKA



Kimber Graham

4520 Kenaitze Court
Kenai, Alaska 99611
draftalaska@gmail.com

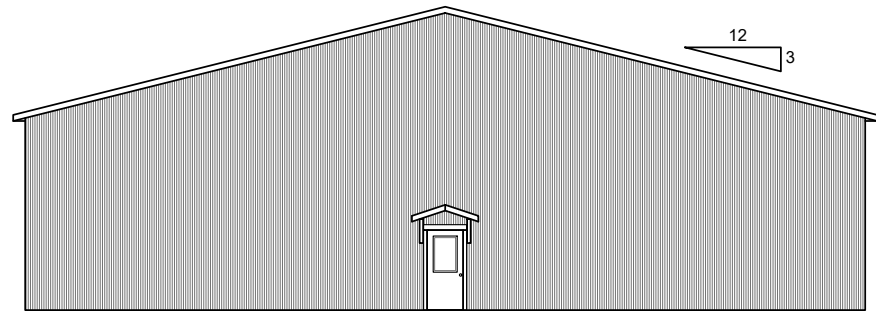
907.201.0931



TRUSS BEARING
16'-0"± AFF

GRADE
0'-0" AFF

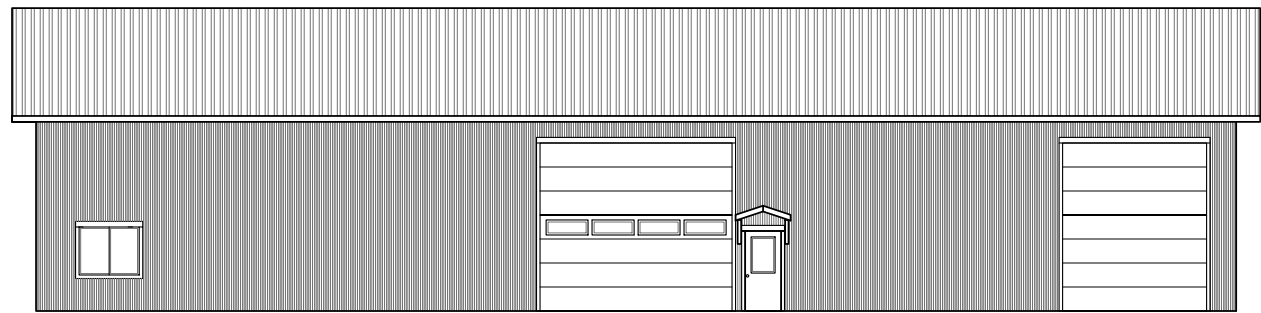
D1 SOUTH ELEVATION
A2.1 1/8" = 1'-0" (22X34); 1/16" = 1'-0" (11X17)



TRUSS BEARING
16'-0"± AFF

GRADE
0'-0" AFF

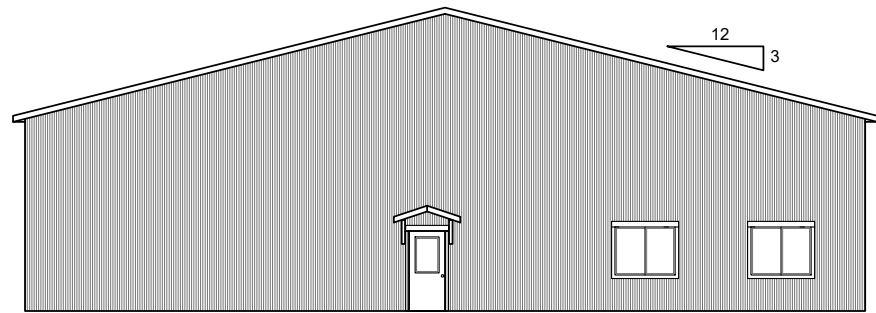
D4 WEST ELEVATION
A2.1 1/8" = 1'-0" (22X34); 1/16" = 1'-0" (11X17)



TRUSS BEARING
16'-0"± AFF

GRADE
0'-0" AFF

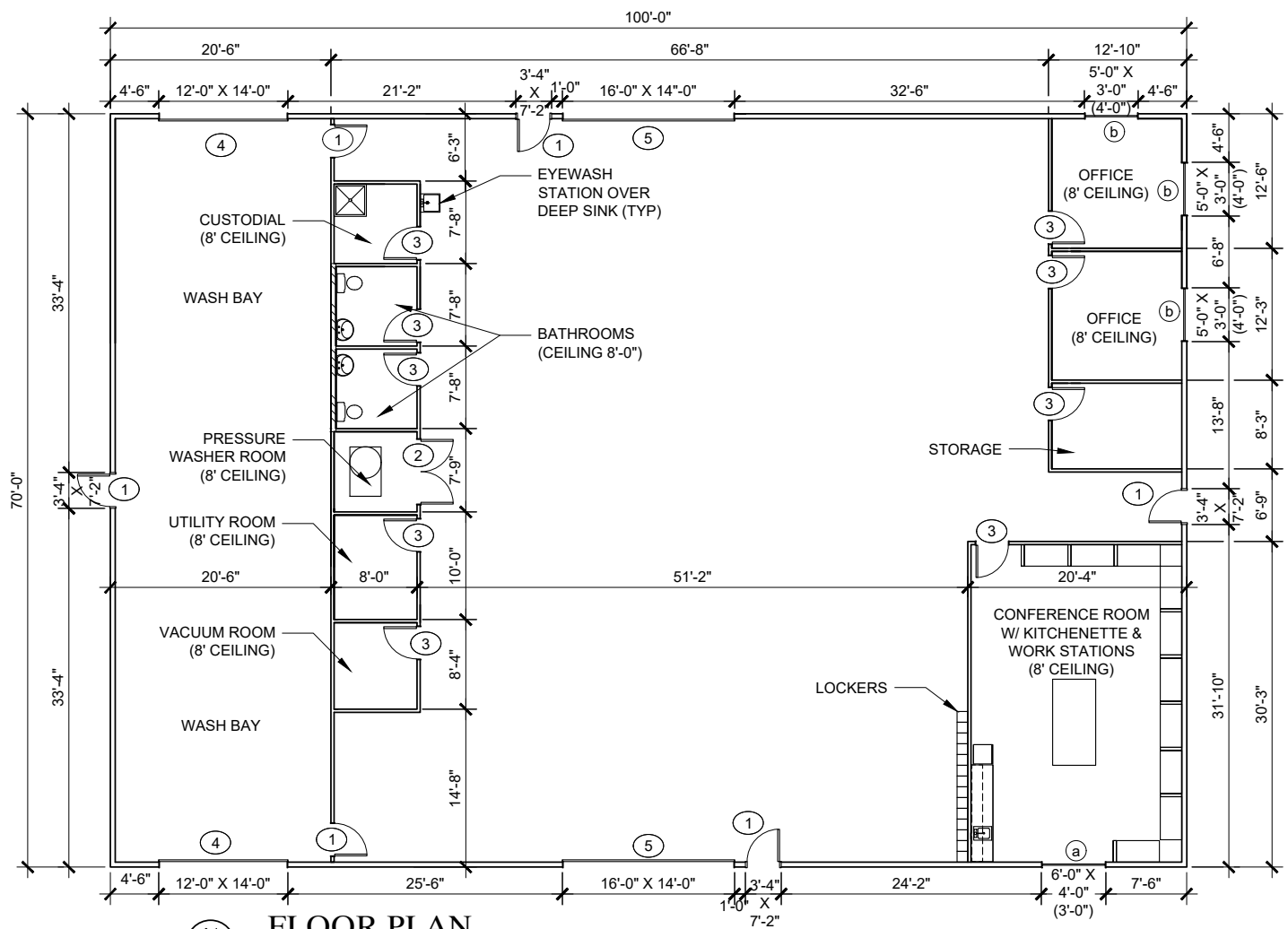
C1 NORTH ELEVATION
A2.1 1/8" = 1'-0" (22X34); 1/16" = 1'-0" (11X17)



TRUSS BEARING
16'-0"± AFF

GRADE
0'-0" AFF

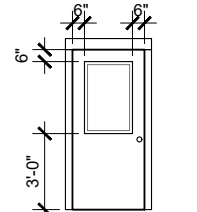
C4 EAST ELEVATION
A2.1 1/8" = 1'-0" (22X34); 1/16" = 1'-0" (11X17)



A1 FLOOR PLAN
A2.0 1/8" = 1'-0" (22X34); 1/16" = 1'-0" (11X17)

DOORS

TAG	SIZE	TYPE
①	3'-0" X 7'-0"	EXTERIOR HALF LIGHT
②	6'-0" X 7'-0"	INTERIOR FRENCH
③	3'-0" X 7'-0"	INTERIOR
④	12'-0" X 14'-0"	OVERHEAD
⑤	16'-0" X 14'-0"	OVERHEAD



EXTERIOR HALF LIGHT

WINDOWS

TAG	SIZE	TYPE
Ⓐ	6'-0" X 4'-0"	SLIDER
Ⓑ	5'-0" X 3'-0"	SLIDER

NOTE: WINDOW HEADER HEIGHT IS 7'-0" UNLESS OTHERWISE NOTED

VERIFY ROUGH OPENINGS FOR ALL WINDOWS AND DOORS

/// DENOTES PLUMBING WALL

A4 SCHEDULES
A2.0

THE DRAWINGS, ARRANGEMENTS, ANNOTATIONS AND GRAPHICAL PRESENTATIONS ON THIS DOCUMENT ARE THE PROPERTY OF DRAFT ALASKA AND WILL REMAIN THE OWNERSHIP OF THIS DOCUMENT IN ITS ENTIRETY.

AUTHORIZED USE OF THIS DRAWING IS GRANTED SOLELY FOR THE PURPOSE OF THIS SPECIFIC PROJECT AND LOCATION, AND NOT FOR ANY OTHER PROJECT.

DRAFT ALASKA
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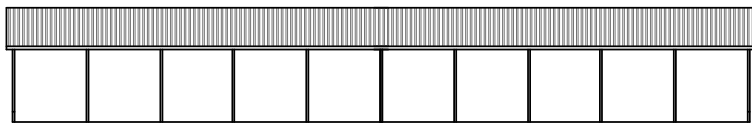
KENAITZE INDIAN TRIBE
Transportation Building
Kenai, Alaska

TRANSPORTATION & FLOOR PLAN & ELEVATIONS

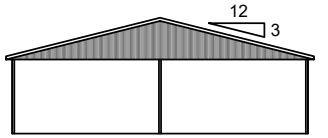
DRAWN: K GRAHAM
JOB: 20.12-KITtransportation
DATE: 8.1.2022
REVISIONS:

A2.0

PLOTTED HALF SCALE
SCALE: AS SHOWN



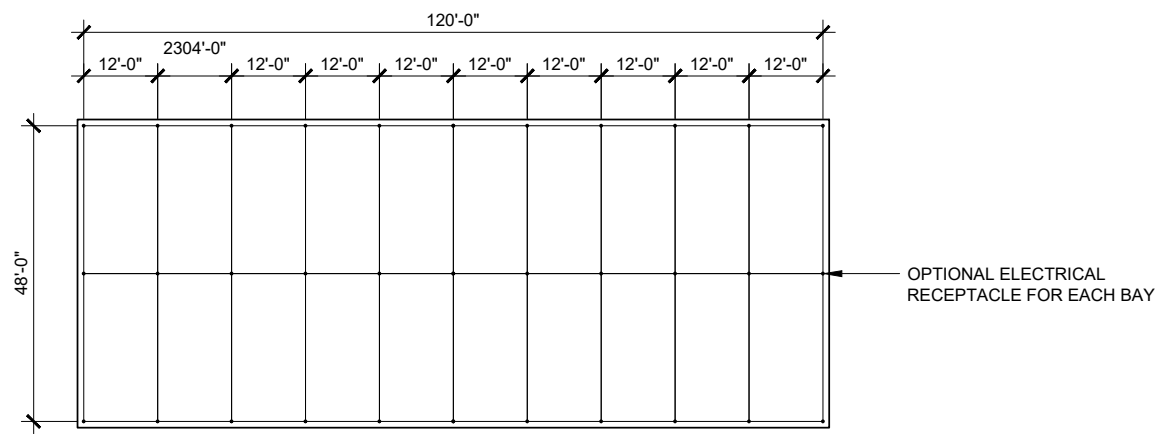
C1 FRONT ELEVATION
 A3.0 1/16" = 1'-0" (22X34); 1/32" = 1'-0" (11X17)



C3 SIDE ELEVATION
 A3.0 1/16" = 1'-0" (22X34); 1/32" = 1'-0" (11X17)

TRUSS BEARING
 12'-0"± AFF

GRADE
 0'-0" AFF



B1 FLOOR PLAN
 A3.0 1/16" = 1'-0" (22X34); 1/32" = 1'-0" (11X17)



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KENAITZE INDIAN TRIBE
Transportation Building
 Kenai, Alaska

COVERED PARKING
FLOOR PLAN &
ELEVATIONS

DRAWN:	K. GRAHAM
JOB:	20.12-KITtransportation
DATE:	1.8.2021
REVISIONS:	

A3.0

PLOTTED HALF SCALE
 SCALE: AS SHOWN