



REQUEST FOR PROPOSALS RFP PW#22-01
CITY OF CORDOVA, ALASKA
ENGINEERING SERVICES FOR DESIGN REVIEW, SUPPORT,
GRANT ADMINISTRATION AND GEOTECHNICAL STUDY
FOR SOUTH HARBOR REBUILD

A. Project Description

The City of Cordova (City) is in the process of rebuilding their South Harbor. Funds have been granted for replacement of floats and support infrastructure. The City is seeking an individual/entity to support them in Design and Review of the Project, Administration of Grant Funds, and Provision of Geotechnical Study and Report for the project area.

The project consists of two principal elements (1) replacement and modernization of South Harbor floats and docks, including sheet piling and dredging, and (2) construction of a new drive-down floatplane and vessel service dock.

The project will remove piles and floats for all 506 South Harbor slips. Sheet pile may be installed on the eastern harborside to gain additional parking and a walking path. The sheet pile will also serve as a location for disposal of dredge spoils.

Following dredging and sheet piling a new float system will be installed. This will require new pile, new main floats, finger floats, and a transient float. ADA accessible gangways and trestles and a drive down dock. Infrastructure upgrades will include upgraded electrical services, LED lighting, potable water, and fire lines. When completed there will be 470+/- full-service slips and a transient float. Additional support infrastructure may be incorporated as funding allows.

B. Submittal Procedures

Proposals are due at 4:00 P.M. Alaska time on January 26th, 2022. Any proposal received after 4:00 P.M. will not be considered.

For paper copy proposals, please submit one (1) copy in a sealed envelope plainly marked "RFP PW#22-01 for design review, support, grant administration, and geotechnical study for south harbor rebuild" addressed to the Public Works Director, City of Cordova, P.O. Box 1210, Cordova, AK 99574.

Electronically submitted proposals will be accepted by email and sent to publicworks@cityofcordova.net and harbor@cityofcordova.net. The email subject line shall read "RFP PW#22-01 Engineering Services for Design Review, Support and Grant Administration, and Geotechnical study for South Harbor Rebuild" the proposal shall be attached to the email as a PDF file.

If desired a site visit can be arranged. Questions regarding this proposal and site visits can be coordinated with the City South Harbor Rebuild Project Manager:

Mark Keller

(206) 419-4080

Swiftracer66@gmail.com

Firm shall provide certificate of insurance, performance bond, and have a city business license prior to beginning work.

Firm shall Cover letter signed by an officer of the firm who is authorized to make representations on behalf of the firm.

Firm shall adhere to all pertinent Federal, State and local codes, laws, and regulations. Sample Contract is attached for contractor review.

Any further information or addendums for this RFP will only be posted and available on the City website, www.cityofcordova.net. Addendums should be acknowledged in the proposal.

The City of Cordova reserves the right to reject any and all proposals, to waive technical or legal deficiencies, to accept any proposal that is in the best interest of the City, and to negotiate the terms and conditions of any proposal leading to acceptance and final execution of a contract for services.

C. Scope of services being requested

Design Review

- Review of 30%/60%/90%/RFC drawings, plans, specifications, and supporting calculations as developed. This will include reviewing documents, submitting comments, and participating in review meetings/discussions at the various stages of development. The reviewer may be contacted by the firm during development to

comment on design options and or approaches. All review comments would be submitted directly to the City for their consideration.

- Review and comment to City on cost of work, modifications to project scope, changes in conditions and overall progress of the project.
- Assist the City with the preparation of performance specifications (basis of design) to be included in a Request for Proposals to prospective proposers.

Grant Administration

City also seeks support in the administration of the various grants it has received for this project. This would consist of tracking grant requirements, interpretation of grant regulations, and supporting the City in the allocation of grant funds to specific project elements during design and construction.

Geotechnical Support

Additional services desired by the City is the development of a geotechnical investigation study for the South harbor area. The data will be included in the overall project RFP to support proposers. The product would include developing a geotechnical investigation plan, conducting drilling operations, monitoring, evaluation and reporting on the geotechnical conditions in the South Harbor. The tasks will consist of definition of number and location of drilling sites, observing drilling operations, process and procedure core samples, and preparation of a report on observed conditions for inclusion into the overall project. Include a short narrative plan and timeline for the proposed geotechnical investigation. This should include at a minimum the number of test holes, a timeline, and the procedure to be used to collect samples.

D. Proposal Format, Content, and Scoring

Proposals will be reviewed by the City's selection team and scored based on the criteria noted below. The proposal with the highest scoring submittal (of 100 possible points) will be invited to negotiate a contract with the City.

Criteria

Labor rates (\$/hour)

Understanding that this is an open-ended request for services we will evaluate the proposals based on the criteria below

Labor Rates

- Principal reviewer
- Geotechnical engineer

- Engineer
- Grant Administrator
- Support staff

Resumes of Review/Support team members

- Submit resumes of proposed staff for the positions noted above in Labor rates

Overview of Firm/Teamwork history on harbor projects in AK

- Submit a short (2-3 page) narrative history of recent (5 years) harbor projects performed in Alaska. Describe the role the firm/team and the principal played in each project.
- Experience in Grant administrations for MARAD, RAISE or other Federal and State grants.

Firm/Team References

- Submit three references for the firm/team with names, phone numbers, and email addresses

E. Evaluation of proposals and selection criteria

Proposal will be evaluated by the City and a selection will be made promptly.

Selection will be based on the following:

- Labor cost---35 points
- Qualification of firm/team and principals---30 points
- Overview of Firm/Teamwork history on harbor projects in AK---20 points
- Firm/Team References---15 points

F. Tentative Schedule of contract award

- Proposals Out January 13, 2022
- Proposal Due January 26, 2022
- City Council Approval of Proposal February 2, 2022
- Notice of intent to award sent to selected proposer February 3, 2022