

REQUEST FOR PROPOSAL (RFP)
CEDAR TREE DRIVE ROAD MAINTENANCE AND REPAIR
BY
CITY OF COFFMAN COVE
PO BOX 18135
COFFMAN COVE, AK 99918

SUMMARY

The City of Coffman Cove is currently accepting proposals to repair approximately 2000ft of road located on Cedar Tree Dr. This road had become very rough and pothole ridden, the City's intent is to bring the surface of the road back into a uniform shape with a 2% crown.

The purpose of this Request for Proposal (RFP) is to solicit proposals from interested parties. All proposals will be evaluated based on criteria listed herein.

1. PROJECT DESCRIPTION AND SCOPE

The City of Coffman Cove is seeking a Contractor to repair the above mentioned 2000ft of road on Cedar Tree Dr. This project will begin at the intersection of Loggers Lane and Cedar Tree Drive and would terminate at the intersection of the Higgins, Olsen and unnamed driveways.

Any borrow (shot rock) needed to complete the work must be provided by the Contractor and be included in the total price of the proposal. Any crushed rock needed will be provided by the city, not to exceed and up to 320 yards.

Parameters:

- Scarify where necessary, to the bottom of pot holes,
- Haul and place any necessary borrow needed to restore the grade,
- Shape to drain,
- Lay and compact city provided crushed rock.

2. REQUEST FOR PROPOSAL AND PROJECT TIMELINE

Request for Proposal Timeline:

All proposals in response to this RFP are due no later than May 12th, 2016

A selection will be made no later than May 19th, 2016.

Project Timeline:

Work awarded under this RFP must begin within 10 days after notice to proceed is given. All design work awarded under this RFP must be completed by within the agreed upon timeframe.

3. PROPOSAL SUBMISSION

This Request for Proposal represents the requirements for an open and competitive process. Proposals will be accepted until 3pm May 12th, 2016. The proposals shall be submitted to the Coffman Cove City Office via email, USPS or hand delivery using the information below:

City of Coffman Cove
City Clerk
102 Denali Alley
PO BOX 18135
Coffman Cove, Alaska 99918
coffmancove@ccalaska.com

Any proposals received after this date and time will be returned to the sender. All proposals must be signed by an official agent or representative of the company submitting the proposal.

If the organization submitting a proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal. Additionally, all costs included in proposals must be all-inclusive to include any outsourced or contracted work. Any proposals which call for outsourcing or contracting work must include a name and description of the organizations being contracted.

All proposals must include proposed costs to complete the tasks described in the project scope. All costs must be itemized to include an explanation of all fees and costs.

Please also provide the following information as part of the proposal for consideration:

- Identify necessary steps to repair road.
- A brief description of the candidate's relevant experience.
- List other contracts awarded, most comparable to the work described in this RFP with reference contact information
- A statement of commitment that the candidate will be available for the duration of the project and is able to meet the schedule as outlined in this RFP.
- A chart of hourly fees for services
- Schedule or timeframe for completion of the project
- Proposed costs to complete the tasks described in the project scope, costs must be itemized to include an explanation of all fees and costs.

4. PROPOSAL EVALUATION

The award of this contract, if it is awarded, shall be to the candidate whose proposal is determined by the City to be in the best interest of the City. The proposals will be evaluated based on similar work experience, ability to meet schedules and price. The City has the authority to reject all proposals or parts of proposals (CC 4.04.080 A).

