

**REQUEST FOR PROPOSAL (RFP)**  
**ROAD MAINTENANCE**  
**BY**  
**CITY OF COFFMAN COVE**  
**PO Box 18135**  
**COFFMAN COVE, AK 99918**

**SUMMARY**

The City of Coffman Cove is currently accepting proposals to repair areas of City roads that have become compromised and deteriorated, resulting in potentially dangerous conditions for drivers.

It is the City's intent to properly maintain and fix these areas of pavement to the proper standards of usage, ensuring that the project is executed in a safe, knowledgeable, and tidy manner.

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 below-mentioned areas of road that pose a safety hazard to drivers within Coffman Cove. This project will extend from Orca Court to Neptune Drive.

Any equipment or tools needed to complete the work must be provided by the Contractor and be included in the total price of the proposal.

1. Sea Otter Drive: repair sinkhole in front of Block 8, Lot 10
2. Sea Otter Drive: repair pavement at the intersection of Loggers Lane and Sea Otter Drive near stop sign.
3. Sea Otter Drive: repair pavement in front of Block 8, Lot 8 A-2.
4. Orca Lane: repair pavement in front of Block 15, Lots 3B
5. Neptune Drive: repair pavement in front of Block 16, Lot 16.
6. Narwhal Court: repair pavement in front of Block 11, Lot 3.

**2. REQUEST FOR PROPOSAL AND PROJECT TIMELINE**

**Request for Proposal Timeline:**

All proposals in response to this RFP are due no later than 2:00 pm on Thursday, June 9<sup>th</sup>, 2022.

Contingent upon submissions, a selection will be made no later than Thursday, June 16<sup>th</sup>, 2022.

**Project Timeline:**

Work awarded under this RFP must begin within 10 days after notice to proceed is given. All design and work awarded under this RFP must be completed by November 1<sup>st</sup>, 2022.

**3. PROPOSAL SUBMISSION**

This Request for Proposal represents the requirements for an open and competitive process. Proposals will be accepted until 2:00 pm, June 9<sup>th</sup>, 2022. 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  
[clerk@ccalaska.com](mailto:clerk@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 for road repair.
- A brief description of 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.
- 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. Project will not be considered fulfilled, and payment will not be awarded until City personnel has inspected all work. 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).