

REQUEST FOR PROPOSAL (RFP)
LIBRARY 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 areas of dry rot and other damage to the City of Coffman Cove Public Library.

It is the City's intent to properly maintain and fix these areas of rot to the proper standards of construction, 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.

Project Description and Scope

The City of Coffman Cove is seeking a General Contractor to repair the below-mentioned areas of the library.

The General Contractor must be licensed to perform commercial work in the State of Alaska and must submit proof of current licensing, bonding and insurance with their proposal.

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. Properly repair dry rot in the back corner of the Coffman Cove Community Library located at 106 Denali Ave, Coffman Cove, AK 99918.

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, February 8th, 2024.

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 within 60 days of project award.

Proposal Submission

This Request for Proposal represents the requirements for an open and competitive process. Proposals will be accepted until 2:00 pm, February 8th, 2024. 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
clerk2@ccalaska.com

Any proposals received after this date and time will be deemed non-responsive. 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 that 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 the dry rot repair at Coffman Cove Library.
- 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.

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 have inspected and approved all work. Written approval will be required. 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).