



Chenega IRA Council

**REQUEST FOR PROPOSALS**

**Chenega Road Resurfacing Project  
Engineering and Surveying Services**

**Date Released: September 21, 2023**

**Chenega IRA Council  
3000 C Street, Suite 301  
Anchorage, Alaska 99503  
RDG@chenega.com**

**Proposals are due prior to 4:00 P.M. (AKST), October 13, 2023**

**TABLE OF CONTENTS**

Request for Proposals

Chenega Road Resurfacing Design Project  
**Engineering and Surveying Services**

Introduction .....	3
Background .....	4
Scope of Work .....	5
Appendix A - Proposal Evaluation.....	7

## INTRODUCTION

The Chenega IRA Council is requesting proposals (RFP) for engineering and surveying services for the design of approximately 1.5 miles of roadway surface improvements.

The Chenega Road Resurfacing project, located in Chenega, Alaska will be funded with a grant awarded by the Denali Commission with matching funds from the Chenega Corporation requiring the Consultant to follow all pertinent local, State, and Federal laws and regulations.

The proposals submitted in response to this RFP will be used as a basis for selecting the Consultant for this project. The Consultant's proposal will be evaluated and ranked according to the criteria provided in Appendix A, "Evaluation Criteria," of this RFP.

Expected completion date of this project is prior to October 30, 2024.

Submit one (1) hard copy of the proposal to Chenega's Headquarters prior to **[4:00 P.M. (AKST), October 13, 2023]**. Proposals shall be submitted in a sealed package clearly marked "Chenega RDG, Road Resurfacing Design Project," and addressed as follows:

Chenega IRA Council  
3000 C Street, Suite 301  
Anchorage, Alaska 99503

Any proposals received prior to the time and date specified above may be withdrawn or modified by written request of the Consultant. To be considered, however, the modified Proposal must be received prior to 4:00 P.M. (AKST), October 13, 2023.

This RFP does not commit the Chenega IRA Council to award a contract, pay any costs incurred in the preparation of a proposal for this request, or to procure or contract services. The Chenega IRA Council reserves the right to accept or reject any and all proposals received as a result of this request, to negotiate with any qualified Consultant, or to modify or cancel in part or in its entirety if it's in the best interests of the Chenega IRA Council to do so. Furthermore, a contract award may not be made based solely on price.

The prospective Consultant is advised that should this RFP result in recommendation for award of a contract, the contract will not be in force until it is approved and fully executed by the Chenega IRA Council.

Proposers are invited to submit lump sum bids for the completion of this project. The selected contractor will be required to provide a fixed, all-inclusive price for the specified scope of work.

The anticipated consultant selection schedule is as follows:

Proposal review and evaluation: October 16-19, 2023  
Negotiation with first ranked consultant: October 23, 2023  
Contract Award and Notice to Proceed: October 30, 2023

Any questions related to this RFP shall be submitted in writing to the attention of Chenega IRA Council via email at [rdg@chenega.com](mailto:rdg@chenega.com). Questions shall be submitted before 5:00 P.M. (AKST) on October 2, 2023.

Written questions sent prior to October 2, 2023 will be answered and supplied to bidders by 5:00 PM on October 9, 2023.

No oral question or inquiry about this RFP/RFQ shall be accepted.

## PROJECT DESCRIPTION AND BACKGROUND

On Good Friday, March 27, 1964, the original village of Chenega, located on Chenega Island, was destroyed by a tsunami created by a massive 9.2 magnitude earthquake. The current village of Chenega Bay was rebuilt in its current location on Evans Island in 1984. The village would like to pave the roads to reduce dust and maintenance efforts.

The Native Village of Chenega is located on the east side of Evans Island in Prince William Sound, within the Valdez recording district. Chenega is 42 air miles southeast of Whittier, 104 air miles southeast of Anchorage, and 50 air miles east of Seward. The village is accessible by air or water; no roads connect the community to surface infrastructure outside of Evans Island.

**The Chenega Roads Rehabilitation and Resurfacing Project:** Design and Permitting will provide the final design with specifications, permitting, and an engineer's cost estimate for all Native Village of Chenega owned roads **except** the one-mile of road from the school to the airport, which is State-owned and maintained. There are seven roads and approximately 1.5 total miles of roadway to be improved and resurfaced.

The primary goal of this project is:

- **Dust Reduction:** To significantly reduce dust emissions generated by unpaved roads, improving air quality and safety for residents and visitors.
- **Road Durability:** To enhance the overall quality and longevity of our road infrastructure, reducing the need for frequent maintenance.
- **Environmental Compliance:** To ensure all necessary permits and environmental regulations are adhered to throughout the project.

The expected completion date of this project is prior to October 30, 2024.



Exhibit A  
Roads required for this project.

## SCOPE OF WORK

### General:

The Chenega IRA Council is interested in contracting with a consultant that will conduct and coordinate specified tasks related to advancing the Chenega Roads and Resurfacing Project to the design phase.

The work shall comply with requirements of the following without limitation, and shall apply to this RFP and any subsequent contract as though incorporated herein by reference:

1. Federal laws
2. State laws
3. Local laws
4. Rules and regulations of governing utility districts
5. Rules and regulations of other authorities with jurisdiction over the procurement of products

The Consultant shall comply with all insurance requirements of the Chenega IRA Council, included in the sample contract in Attachment 2.

Road designs should meet quality standards as required by current AASHTO Design Guidelines.

### Services to be Provided Under This RFP:

Land surveying and engineering services for roadway construction. The limits of the approximately 1.5 linear miles of roadway are shown in "Exhibit A" above. Proposed roadway construction are from existing condition to paved roadway surface.

### Project Management

- Monthly project meetings with client
- Monthly agenda & meeting minutes
- Monthly progress report and invoices
- Monthly schedule updates

### Survey scope of services (throughout the contract)

- Research record data to develop / compute ROW in each area
- Recover sufficient boundary corners to define ROW for engineering design
- Survey topographic features including driveways, road centerline, culverts, and utilities
  - Client is responsible for hiring sub-consultant to perform utility locates
- Civil 3D base map for use by client and inhouse engineers
- Coordination with engineering and client / reviews / revisions

### Concept Design (15% Submittal)

- Project kick-off meeting with the team
- Review of any background information
- Site visit (civil and geotechnical staff) to review existing conditions
- Import any existing data or public lidar information into Civil 3D AutoCAD (C3D) for preliminary modeling in lieu of available survey data
- Collect and review any available geotechnical data
- Prepare a geotechnical recommendations memo to support development of roadway typical sections
- Develop the roadway typical sections
  - Generally, design a road prism for a 24' wide roadway
- Review the areawide drainage scheme and size roadway culverts
  - Estimate culvert sizes and locations
- Provide plan view figures for permitting or grant applications
  - Estimate 1.5 miles of roadway improvements

- Estimate and Quantify all bid item quantities
- Probable Cost Estimate based on 15% design for grant application use
- Quality Control Review by Principal Engineer

This construction cost estimate and plan view figures would be used as an aid in grant applications

**Design Development (65% Submittal)**

- Refining the Roadway geometry, intersections, driveways, and C3D model
- Refining the drainage design and culvert sizing
- Developing a construction plan set to 65% design
  - Approximately 26 sheets
- Develop specifications based on the Alaska DOT&PF Standard Specifications for Highway Construction (latest edition)
- Develop Quantities notebook
- Develop Engineer's Estimate
- Quality Control

**Pre-Final Design (95% Submittal)**

- Resolution of any Client's Review Comments
- Finalize construction plan set to 95% design
- Finalize technical specifications
- Finalize Quantities notebook
- Finalize Engineer's Estimate
- Quality Control
- Develop a Statement of Work/Scope of Services/RFP to assist the construction bid process

**Construction Documents (100% Submittal)**

- Final Signed Plans, Specifications, and Engineer's Estimate.
- Civil 3D model (for the contractor's use in bidding or construction)
- Designer's notebook for project design details
- Quantities notebook (to back-up the Engineer's Estimate)
- Roadway Cross Sections
- Final Documents/production
- Quality Control
- Finalize the Statement of Work/Scope of Services/RFP to assist the Client in the bid process

**Assumptions**

- Assume that ROW acquisition is not required for this project
- Assume that sidewalks, curb and gutter, or storm drain structures are not required for this project
- Assume that bridge inspections or design time are not required for this project
- All materials will be imported to Chenega for this project
- Assume that delineation or documentation for the Alaska Historic Preservation Act (AHPA) and the National Historic Preservation Act (NHPA) processes for various federal (FHWA and FAA) are not required for this contract
- Chenega will submit all necessary grant applications and permits
- Assume that the survey will be completed during summer with ground free of snow and ice conditions
- Assume that Chenega will not perform underground utility locates
- Assume that all underground utility locates will be marked in the field by a qualified utility locator, such fees should be considered under this project

## APPENDIX A – PROPOSAL EVALUATION

### Evaluation Process

All proposals will be evaluated by a Chenega IRA Council Selection Committee (Committee). The Committee may be composed of Chenega IRA Council staff and other parties that may have expertise or experience in the services described herein. The Committee will review the submittals and will rank the proposers. The evaluation of the proposals shall be within the sole judgment and discretion of the Committee. All contacts during the evaluation phase shall be through the Chenega IRA Council Contract Administrator/Project Manager only. Proposers shall neither contact nor lobby evaluators during the evaluation process. Attempts by Proposer to contact members of the Committee may jeopardize the integrity of the evaluation and selection process and risk possible disqualification of Proposer.

The Committee will evaluate each proposal meeting the qualification requirements set forth in this RFP. Proposers should bear in mind that any proposal that is unrealistic in terms of the technical or schedule commitments may be deemed reflective of an inherent lack of technical competence or indicative of a failure to comprehend the complexity and risk of the Chenega IRA Council requirements as set forth in this RFP.

### Evaluation Criteria

Proposals will be evaluated according to each Evaluation Criteria, and scored on a zero to five point rating. The scores for all the Evaluation Criteria will then be multiplied according to their assigned weight to arrive at a weighted score for each proposal. A proposal with a high weighted total will be deemed higher quality than a proposal with a lesser-weighted total. The final maximum score for any project is one hundred (100) points.

		Rating Scale
0	Not Acceptable	Non-responsive, fails to meet RFP specifications. The approach has no probability of success. For mandatory requirement this score will result in disqualification of proposal.
1	Poor	Below average, falls short of expectations, is substandard to that which is the average or expected norm, has a low probability of success in achieving project objectives per RFP.
2	Fair	Has a reasonable probability of success, however, some objectives may not be met.
3	Average	Acceptable, achieves all objectives in a reasonable fashion per RFP specification. This will be the baseline score for each item with adjustments based on interpretation of proposal by Evaluation Committee members.
4	Above Average/Good	Very good probability of success, better than that which is average or expected as the norm. Achieves all objectives per RFP requirements and expectations.
5	Excellent/Exceptional	Exceeds expectations, very innovative, clearly superior to that which is average or expected as the norm. Excellent probability of success and in achieving all objectives and meeting RFP specification.

The Evaluation Criteria Summary and their respective weights are as follows:

No.	Written Evaluation Criteria	Weight
1	Qualifications & Experience	20
2	Organization & Approach	10
3	Scope of Services to be Provided	10
4	Schedule of Work	10
5	References	10
6	Cost	40
	<b>Subtotal:</b>	<b>100</b>

**1. Qualifications & Experience (20 points)**

- a. Relevant experience, specific qualifications, and technical expertise of the firm and sub-consultants to conduct surveying and engineering services on both federal and nonfederal-aid projects.

**2. Organization & Approach (10 points)**

- a. Describes familiarity of project and demonstrates understanding of work completed to date and project objectives moving forward
- b. Roles and Organization of Proposed Team
  - i. Proposes adequate and appropriate disciplines of project team.
  - ii. Some or all team members have previously worked together on similar project(s).
  - iii. Overall organization of the team is relevant to Chenega IRA Council needs.
- c. Project and Management Approach
  - i. Team is managed by an individual with appropriate experience in similar projects. This person's time is appropriately committed to the project.
  - ii. Team successfully addresses Site Planning and Programming efforts.
  - iii. Project team and management approach responds to project issues. Team structure provides adequate capability to perform both volume and quality of needed work within project schedule milestones.
- d. Roles of Key Individuals on the Team
  - i. Proposed team members, as demonstrated by enclosed resumes, have relevant experience for their role in the project.
  - ii. Key positions required to execute the project team's responsibilities are appropriately staffed.

**3. Scope of Services to be Provided (10 points)**

- a. Detailed Scope of Services to be Provided
  - i. Proposed scope of services is appropriate for all phases of the work.
  - ii. Scope addresses all known project needs and appears achievable in the timeframes set forth in the project schedule.
- b. Project Deliverables
  - i. Deliverables are appropriate to schedule and scope set forth in above requirements.
- c. Cost Control and Budgeting Methodology
  - i. Proposer has a system or process for managing cost and budget.
  - ii. Evidence of successful budget management for a similar project.



**4. Schedule of Work (10 points)**

- a. Schedule shows completion of the work within or preferably prior to the Chenega IRA Council overall time limits.
- b. The schedule serves as a project timeline, stating all major milestones and required submittals for project management and Federal-Aid compliance.
- c. The schedule addresses all knowable phases of the project, in accordance with the general requirements of this RFP.

**5. References (10 points)**

- a. Provide as reference the names of at least three (3) agencies you currently or have previously consulted for in the past three (3) years.

**6. Overall Cost of Project (40 points)**

- a. Proposer provides overall cost of project. Proposer provides lump sum cost for entire project.