



THE STATE  
of **ALASKA**  
GOVERNOR BILL WALKER

**Department of Corrections**  
**DIVISION OF ADMINISTRATIVE SERVICES**  
**Anchorage Procurement Office**

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Issue Date: February 14, 2018

ATTN: Vendors

**RE: Project Name:** HMCC Control Rooms Upgrades  
**Project Number:** 170002051  
**Project Location:** Hiland Mountain Correctional Center  
**RFP Opening Date and Time:** **February 28, 2018 @ 2:00 PM local time**

**Addendum # SIX (6)**

The following changes are required:

- The department has altered the project scope of work and is reposting the RFP.
- The RFP deadline has been extended from January 22, 2018 until February 28, 2018 @ 2:00 PM AST.
- All offerors must use the attached amended cost proposal form to be considered responsive. Offeror's who have already submitted a cost proposal must submit a new cost proposal form to be considered responsive. Offeror's who have already submitted a technical proposal are encouraged to submit a new technical proposal.
- The following attachments supersede the original RFP documents.
  - i. Cost Proposal,
  - ii. Section 01010 Summary of Work,
  - iii. Construction Documents dated 2/9/2018,
  - iv. Construction Document Specifications dated 2/9/2018.

**End of Addendum # 6**

Please be reminded that all addendums must be acknowledged on your bid proposal.

Sincerely,

Evan Patterson  
Procurement Officer

cc: Dan Aicher, Project Manager, DOC  
Clifton Reagle, Facilities Manager, DOC

## **COST PROPOSAL – Addendum #6**

### **Hiland Mountain Correctional Center Control Rooms Upgrades Project No. 170002051**

Bidders Please Note: Before preparing this bid schedule, read carefully, "Information to Bidders", "Supplementary Information to Bidders", "Special Notices" and the following:

The Bidder shall insert a fixed price in figures opposite each pay item that appears in the bid schedule to furnish all labor, material, equipment, supervision and provide all work for each item listed. No price is to be entered or tendered for any item not appearing in the bid schedule.

Conditioned or qualified bids will be considered non-responsive.

NOTICE: Bids will be compared on the Adjusted Basic Bid Amount (I) and will be evaluated in accordance with Section 00023. Contract award will be made in the amount of the unadjusted amount (E).

<b>ITEM</b>	<b>PAY ITEM</b>	<b>DESCRIPTION OF PAY ITEM</b>	<b>TOTAL BID PRICE IN FIGURES</b>
A	Basic Bid	All work described in the Basic Bid description in Section 01010, Paragraph 1.02.A, and Project Plans for the Lump Sum Price of:	\$ _____
B	Additive Alternate #1	All work described in the Basic Bid description in Section 01010, Paragraph 1.02.A, Drawing sheet A311 and Project Plans for the Lump Sum Price of:	\$ _____
C	Additive Alternate #2	All work described in the Basic Bid description in Section 01010, Paragraph 1.02.A, Drawing sheet A311 and Project Plans for the Lump Sum Price of:	\$ _____
D	Basic Bid (Travel)	Worker's – Meals and Lodging, or per diem, G-115 (See section 00115) for the Lump Sum Price of:	\$ _____
E	<b>Total Basic Bid (A + B + C + D = E):</b>		\$ _____
F	Alaska Bidder Preference (5% of D):		\$ _____

<b>G</b>	Alaska Veteran - Owned Business Preference (5% of D Not to exceed \$5,000.00)	\$ _____
<b>H</b>	Alaska Products Preference (Attach worksheet(s))	\$ _____
<b>I</b>	<b>Adjusted Basic Bid Amount (E – F – G – H = I)</b>	<b>\$ _____</b>

## **SECTION 01010**

### **SUMMARY OF WORK**

#### **PART 1 GENERAL**

##### **1.01 RELATED REQUIREMENTS**

- A. Section 00700 - General Conditions: Provisions for use of site, and Using Agency occupancy. Relations of Contractor - Subcontractors.
- B. Section 00800 - Supplementary Conditions: Modifications to General Conditions.
- C. Section 01400 – Quality Control

##### **1.02 WORK COVERED BY CONTRACT DOCUMENTS**

- A. Work covered by the contract documents is located at the Hiland Mountain Correctional Center, Eagle River Alaska. The work of this project includes, but is not limited to:

Base Bid:	All labor, materials and supervision to renovate two control rooms and other related work. Control room renovations include replacement casework, new touchscreen computers, monitors and controls, new intercom master stations, new PLC/relay cabinets and integrated controls capability. The work also includes the setup, functional testing and removal of two temporary controls operation areas.
Additive Alternate #1	Add new cameras and intercoms in Special Treatment area.
Additive Alternate #2	Replace two (2) slider gate partition walls and other associated work.

The tasks required to do this work include but are not limited to the following:

1. Setup and functionally test temporary controls locations for use while both Control Rooms are shutdown.
2. Demolish and remove portions of control rooms including flooring and wall base, existing electrical equipment, countertops, and casework.
3. Demolish and remove existing door and frame in ST Control Room.
4. Install new sliding security door and operator in ST Control Room.
5. Install new countertops, casework, flooring, and painting both control rooms.
6. Install new touchscreen computers and monitors, intercom master stations, and PLC/relay cabinets in each control room.
7. Additive Alternate #1: Add new cameras and intercoms in Special Treatment area.
8. Additive Alternate #2: Replace two (2) slider gate partition walls and other associated work.

##### **1.03 CONTRACT METHOD**

- A. Construct the Work under a single lump sum Contract.

##### **1.04 WORK BY OTHERS**

- A. Other State projects may be under construction in the vicinity of the Project. See Document 00800 - Supplementary Conditions, Article SC-8.1.
- B. Cooperate with other Contractors and the Department to minimize conflict with construction operations.

#### **1.05 WORK INSIDE FACILITY**

- A. Work within the facility shall be conducted only between the hours of 8:00 AM and 5:00 PM Monday thru Friday, unless specifically approved by the Department. Requests for work outside of these hours must be submitted in writing 24 hours in advance.
- B. Contractor shall not under any circumstances leave tools or equipment unattended within the limits of the project site unless secured in a locked toolbox or equipment storage container. Contractor will be liable for any damages to persons and/or property resulting from unattended tools or equipment.
- C. Any tools or equipment left unattended within the limits of the project site by the Contractor shall be subject to confiscation by the Department. Confiscated equipment may be obtained from the Department after 24 hours. A fee of \$25 per item confiscated may be deducted from the Contractor's subsequent pay request. No claims for delay will be considered for impacts to the work due to items left unattended by the Contractor and confiscated by the Department.
- C. Contractor and all subcontractors shall at all times wear an identifying badge in a visible location. Badge to be provided by the Using Agency – see Section 01540, Security.
- D. Contractor shall at all times maintain a clean and clear floor space and provide a physical barricade and detour route for foot traffic within the areas of construction. Provide clear and easy access to and egress from spaces at all times during construction, unless specifically arranged through the Using Agency. Provide and maintain full safe access at existing exits at all times.
- E. Contractor shall notify the Department 24 hours in advance of performing Work that produces loud noise for an extended duration of time (greater than 15 minutes).
- G. All items marked for demolition shall remain the property of the Using Agency.

#### **1.06 WORK PLANS AND ACCESS TO FACILITY, INDIVIDUAL WORK AREAS**

- A. In close coordination with the work schedule, provide detailed written (narrative) work plan with a sketch of each area impacted by the Contractor's work. The work plan shall be broken out into phases to localize impact of construction activities. Show limits of work enclosures, barricades, temporary partitions, or other items affecting the operation of the area.
- B. Prior to beginning work in new phase of work identified in the work plan, the Contractor shall notify the Department in writing at least 5 (five) working days, not including weekends or Holidays.
- C. Allow for Using Agency use and occupancy of the facility throughout the duration of the work. The Department may reject a work plan for non-conformance with contract documents or this section. The Contractor may be required to construct work in stages to accommodate Using Agency use of the facility during construction. Coordinate progress schedule with Using Agency occupancy during construction.
- D. No construction operations affecting safety or comfort of the public shall begin until the work area is closed off from the public.
- E. Where work is adjacent to or above existing cabinetwork, equipment, furniture, supplies or other fixtures, include means and method of protection as a part of the work plan. This requirement is for coordination with Using Agency and is not intended to relieve the Contractor of the responsibility for safety and protection of the existing building and facilities in accordance with Article 6.17 of the General Conditions.
- D. It shall be the responsibility of the Contractor to coordinate all construction and haul activities through the Department and to comply with their instructions concerning the movements of

construction equipment, men and materials in the vicinity of the Using Agency operations in the vicinity of the project. All such requests shall be made at least 48 hours (excluding weekends) in advance of any planned closure or change.

- E. All work shall be performed in a manner that will minimize disruption of ongoing activities and operations in the existing facility during the course of the project. Demolition or any other work of a nature that could be hazardous or disruptive to activities shall be as approved by the Using Agency. Work areas must be cleaned, and made safe and suitable for occupancy prior to the next scheduled use of the facility.
- F. Contractor staging area shall minimize interference with the Using Agency's use of the facility. Access shall be maintained for the Using Agency, supply access, trash disposal, and vehicle access around the facility.
- I. Contractor staging area to remain within the location designated on the plans.

## 1.07 WORK SEQUENCE

- A. Construct work in phases to accommodate the Using Agency's occupancy requirements during the construction period. Coordinate construction schedule and operations with the Department.
- B. Project phasing schedule: To maintain security within the facility, the Department will issue Notices to Proceed for specific phases of the work. **Work outside the scope authorized by the NTP currently in effect will not be allowed unless specifically authorized by the Department.**

- a. **NTP 1**, shall only cover the procurement of all required materials, mobilization to the site, and establishment of temporary controls near the Main Control Room.

Provide temporary controls for radio system, and door, vehicle gate, man-down, CCTV and Vindicator systems so that each can be used while the Main Control room is off-line. **Place temporary controls in location denoted in Appendix A.** Coordinate with Owner for exact location of temporary controls during pre-construction conference. Once established, Temporary Controls shall remain in service continuously until the completion of all work required in both control rooms.

**Temporary Controls** must be in place, tested and proven functional to the satisfaction of the Department before NTP 2 will be issued. The Contractor shall coordinate with the facility in advance to make the cutover(s) from existing controls to the temporary controls with as little impact to the facility as possible. Each of the stated existing controls may not remain out of service longer than two (2) hours during such cutovers. Should one or more of these cutover periods exceed the allotted time for them, the Contractor shall be assessed liquidated damages at a rate of \$50.00 per hour for **EACH** temporary control not in service.

- b. **NTP 2**, shall only cover work related to the Main Control Room. Within three (3) days of completing the work in the Main Control Room contractor shall notify the Department and request a partial substantial completion inspection of the work. **If the Main Control Room remains out of service longer than seven (7) calendar days, the Contractor shall be assessed liquidated damages per Section 00800-11.8.**

Provide temporary controls for radio system, and door, vehicle gate, man-down, CCTV and Vindicator systems so that each can be used while the ST Control room is off-line. **Place temporary controls in location denoted in Appendix A.** Coordinate with Owner for exact location of temporary controls during pre-construction conference. Once established, Temporary Controls shall remain in service continuously until the completion of all work required in both control rooms.

**Temporary Controls** must be in place, tested and proven functional to the satisfaction of the Department before NTP 3 will be issued. The Contractor shall

coordinate with the facility in advance to make the cutover(s) from existing controls to the temporary controls with as little impact to the facility as possible. Each of the stated existing controls may not remain out of service longer than two (2) hours during such cutovers. Should one or more of these cutover periods exceed the allotted time for them, the Contractor shall be assessed liquidated damages at a rate of \$50.00 per hour for **EACH** temporary control not in service.

- c. **NTP 3**, shall cover work related to the ST Unit Control Room and all other remaining work. **If the ST Control Room remains out of service longer than five (5) calendar days, the Contractor shall be assessed liquidated damages per Section 00800-11.8.**

#### **1.08 SHUTOFFS/DISRUPTIONS TO SERVICE**

- A. Provide written notification of work in area at least three (3) working days (not including weekends) in advance.
- B. Plan work to minimize down time. **Both control rooms will be shut down for a period of time to accommodate the work. The Main Control Room will be shut down for a period not-to-exceed seven (7) days. The ST Control Room will be shut down for a period not-to-exceed five (5) days. The control room shutdown periods shall not be exceeded, if either control rooms are shut down for longer than the stated allowable duration, Contractor shall be assessed liquidated damages in the amount specified in section 00800 SC-11.8.** Work with Department to schedule disruption for a time that minimizes impact on the Using Agency's operations.
- C. Provide written work plan and schedule for disruptions to service that exceed one hour.
- D. Schedule of Utilities Interruptions. As soon as practical, and at least one week prior to the first outage, the Contractor shall prepare a proposed schedule of utilities outages. The schedule shall include proposed water, heating, and electrical outages. The Contractor will not be bound by the entire schedule as originally submitted, but he will be expected to modify the schedule as required, and to the best of his ability, adhere to an accurate schedule as adjusted on a week-to-week basis. In addition to the above requirements, the Contractor must give the Department a minimum of 16-working hours notice prior to any utilities interruptions.

#### **1.09 CONTRACTOR'S USE OF PREMISES**

- A. Limit use of premises to that necessary for performance of the Work and for construction operations, to allow for continuous occupancy of the facility and grounds. Coordinate use of the premises under direction of Department.
- B. Contractor is responsible for all safety considerations and precautions required during the construction period and to ensure all laws pertaining to workplace safety are followed.
- C. Assume full responsibility for protection and safekeeping of products under this Contract.
- D. Assume full responsibility for the protection of existing buildings and contents, and equipment from damage due to construction operations. Take all necessary precautions to protect building occupants from any hazards during the progress of the Work.
- E. Obtain and pay for use of additional storage or Work areas needed for operations under this Contract.
- F. Do not stop or otherwise impede traffic without prior written approval from the Department. Provide traffic control layout plan and traffic control schedule upon request, unless Traffic Control is specifically required by another Section within this Contract, then provide as required in that Section.

#### **1.10 USING AGENCY OCCUPANCY**

- A. The Using Agency will occupy facilities for the conduct of its normal operations during the entire construction period. Limit use of premises for Work and for construction operations

to allow for Using Agency occupancy. Coordinate use of premises under direction of the Using Agency.

- B. Cooperate with the Department in scheduling operations to minimize conflict and to facilitate Using Agency operations.
- C. Contractor shall provide Material Safety Data Sheets for all products that may produce unpleasant odors.

#### **1.11 COORDINATION**

- A. Coordinate Work of the various sections of Specifications to ensure efficient and orderly sequence of installation of construction elements, with provisions for accommodating items installed later.
- B. Verify if characteristics of elements of interrelated operating equipment are compatible; coordinate Work of various sections having interdependent responsibilities for installing, connecting to, and placing in service, such equipment.
- C. Coordinate space requirements and sequence of installation of mechanical and electrical work, which is indicated diagrammatically on Drawings. Follow routing shown for pipes, ducts, and conduits, as closely as practicable; make runs parallel with lines of building. Utilize spaces efficiently to maximize accessibility for other installations, for maintenance, and for repairs. Coordinate work with existing elements in the building. Do not locate piping, conduit or other products where they will block access to equipment or junction boxes.
- D. In finished areas except as otherwise shown, conceal pipes, ducts, and wiring in the construction. When removing existing ceiling materials the contractor shall ensure that the removed ceiling materials are reinstalled in a similar condition as when removed. All damaged ceiling materials shall be replaced by the Contractor at no cost to the Department.
- E. Execute cutting and patching to integrate elements of Work, provide openings for penetrations of existing surfaces, and provide samples for testing. Seal penetrations through floors, walls, partitions, and ceilings.

#### **1.12 OVERTIME WORK**

- A. The Contractor shall notify the Department at least 48 hours in advance of any overtime work, including nights, weekends, and holidays. No overtime work will be authorized without prior Department approval.

#### **1.13 SURVEYING EXISTING CONDITIONS**

- A. Prior to commencing work, the Contractor and the Department shall jointly survey existing conditions, noting and recording any existing damage. Before work begins, the Contractor and the Department shall both sign a Survey Record.
- B. The Survey Record shall serve as a basis for determining any subsequent damage to existing facilities caused by the Contractor's work.

#### **1.14 CONCEALED CONDITIONS UNACCEPTABLE TO CONTRACTOR**

- A. Should the Contractor discover conditions that are inconsistent with the Contract or existing construction of a substandard nature that will affect the satisfactory completion of the Work, the Department shall be notified immediately.
- B. Upon notification from the Contractor, the Department may issue a Change Order authorizing the Contractor to perform the work necessary for compliance with the Contract.

#### **1.15 PROJECT COORDINATION PROCEDURE**

- A. The Department shall issue all orders to the Contractor. The Architect/Engineer shall be responsible to the Department for architectural observation of the project. The Architect/Engineer may issue field memorandum to the Contractor for deficiencies in the work and for providing additional instruction and interpretation of the technical



specifications and drawings. The Architect/Engineer is not authorized to make any changes in the contract amount nor time for completion of the project. Any reference to Architect, Engineer, Project Manager, or any other related title shall be construed to be the Department.

#### **1.16 SUPERINTENDENCE AND EMPLOYEES**

- A. Before starting work, the Contractor shall designate a competent authorized representative to represent and act for the Contractor, and shall inform the Department in writing of the name and address of such representative, together with a clear definition of the scope of his authority to represent and act for the Contractor, and shall specify any and all limitations of such authority. Such representative shall be present or duly represented at the site of work at all times when work is actually in progress and, during periods when work is suspended, arrangements acceptable to the Department shall be made for emergency work that may be required. The Contractor's authorized representative shall be supported by competent assistants, as necessary; and the authorized representative and his assistants shall be satisfactory to the Department. All requirements, instructions and other communications given to the authorized representative by the Department shall be as binding if given to the Contractor.
- B. None of the Contractor's superintendents, supervisors, or engineers shall be withdrawn from the work without due notice being given to the Department; and no such withdrawal shall be made if it will jeopardize successful completion of the work.
- C. The Contractor shall employ only competent and skilled personnel to perform any work. The Contractor shall be responsible for maintaining the orderly and faithful conduct of its employees.
- D. The Department may, in writing, require the Contractor to remove from the work any employee whom the Department deems incompetent, careless, insubordinate, or otherwise objectionable or whose continued employment on the work is deemed by the Department to be contrary to the Department's interest.

#### **PART 2 PRODUCTS**

**Not Used**

#### **PART 3 EXECUTION**

**Not used**

**END OF SECTION**