

# STATE OF ALASKA

DEPARTMENT OF NATURAL RESOURCES  
DIVISION OF SUPPORT SERVICES



## INFORMAL REQUEST FOR PROPOSALS (IRFP) 10-014-22

### Montana Creek State Recreation Site Concessionaire

#### Addendum 1

Date of Issue: February 7, 2022

Addendum 1 serves to answer questions from offerors and make changes to the IRFP

**Important Note to Offerors:** You must sign and return this page of the addendum document with your proposal. Failure to do so will result in the rejection of your proposal. Only the IRFP terms and conditions referenced in this addendum are being changed. All other terms and conditions of the IRFP remain the same. This Addendum 1 is hereby made part of the IRFP and is a total of 5 pages.

David Baker

Procurement Specialist

Phone: (907) 269-0998

Email: [david.baker@alaska.gov](mailto:david.baker@alaska.gov)

---

COMPANY SUBMITTING PROPOSAL

---

AUTHORIZED SIGNATURE

---

DATE

## Responses to Questions Received by Offerors

Question 1: *Does the request of waiver of \$500 fee included at the same time of submittal of proposal. It is not clear on where the Major Maintenance Account is set up, held and managed. Is it set up online by the project manager?*

Answer: As per Sec 1.02 "...the annual payment fee may in part or in whole be deposited into a Major Maintenance account upon discussion with the project manager." As a discussion with the project manager will happen after award of a contract, the wavier does not need to be included in the submission of a proposal.

See change 2 to the IRFP.

Question 2: *Is the monthly profit and loss statement the basis for calculating the 7% fee for each month.*

Answer: Yes, it would be.

Question 3: *Will the first P&L statement be for month of May?*

Answer: If you open on or just before Memorial Day for instance then I would be fine with rolling that into June.

Question 4: *Is each month's P&L stand alone for the month being recorded?*

Answer: Yes.

Question 5: *is it an ongoing cumulative P&L with previous months?*

Answer: Each month.

Question 6: *The contract is seasonal with opening May and closing September. Are you requiring a P&L for each month throughout the year?*

Answer: No, just for the operating season.

Question 7: *Day parking rates are \$10.00 not \$ 7.00*

Answer: Unfortunately, in the new Directors Orders it is \$7.

Question 8: *Season opening historically depended on amount snow and weather. Generally opening about May 15-18.*

Answer: That is fine. Adjust as necessary.

Question 9: *Montana Creek water well does not have or provide potable water. How to address the potable water requirements. The well registration is with the State of Alaska PWSID # is 224450, Class B System.*

Answer: Section 3.03 of the IRFP, page 13 states:

Fees for overnight camping may not be collected unless potable water is provided at the site. The Contractor is responsible for maintaining the public water supply and meeting Alaska Department of Environmental Conservation (DEC) standards. These standards require annual testing for Nitrate/Nitrite, and quarterly coliform by a certified laboratory (<https://dec.alaska.gov/eh/lab/micro-lab-cert-status.aspx>). In the event of an “unsafe” sample, the Contractor is required to notify the project manager and complete all required retesting (specific questions may be directed to the DEC). The Contractor shall maintain records of all maintenance and testing done on wells.

The potable water requirement is met if the Contractor has the water tested and it meets the DEC standard of a public water supply.

Question 10: *IRFP states that “Fees for overnight camping may not be collected unless potable water is provided at the site”. How do I address the potable water requirements in the RFP?*

Answer: If water testing passes DEC testing standards, fees may be collected. All wells will have signage that campers should consider the water NON POTABLE and treat the water accordingly.

Question 11: *The Toilets, Tables Firepits and Handpumps are not new and have wear tear. Some may have defects that may require repair.*

Answer: This would be covered under the MMA and is what the MMA can be used for. This would show up in a facility assessment done and concurred with the rangers.

Question 12: *Unknown if vandalism or storm damage has occurred over the winter.*

Answer: That is dealt with at the initial season inspections.

Question 13: *Current road and pad conditions will require existing potholes to be repaired.*

Answer: He can have them graded, but the State won’t have the resources to repair those. Again,

the MMA.

Question 14: *Does the state expect the pad to be graded upon award and startup of the 2022 season?*

Answer: Whenever it is needed at the discretion of the concessionaire to keep it in shape.

Question 15: *This paragraph 3.09 refers to gross revenues not net and minimum of 7%. Sec. 1.02 refers to a minimum of 7% net income. Please clarify?*

Answer: See change 2 the IRFP

Question 16: *The hand pump on the well is over 40 years old. Replacement parts are not readily available for any repairs and maintenance. Will state provide replacement parts?*

Answer: We are trying to find parts ~~actually~~. But The hand pump ~~it~~ isn't broken now.

Question 17: *What is the state going to do to address those issues surrounding existing deficiencies that may not be readily apparent or in need of repair and replacement prior to the award of the contract?*

Answer: Depending on the deficiencies and the cost associated we will see if we can fix it otherwise, they stay put for now. It will also be assessed as whether it was something that should have been addressed during the years the concessionaire has been managing the facility or it is a major breakage of some sort. If this was to be handled as part of normal maintenance, then it ~~might~~ may be on the concessionaire to repair it.

Question 18: *Sec. 5 Evaluation Criteria and contractor selection (The total number of points used to score this proposal is 100)*

*This is a minor point or maybe I am missing something. When I total the percentages 10, 30, 30, 5, 7, 10, 10. That totals 102?*

Answer: See Change 1 in the following section.

## Changes to the IRFP

Change 1: Section 5.05 Compensation (Return) to The State has been amended from 7% to 5%

### **SEC. 5.05      COMPENSATION (RETURN) TO THE STATE (5%)**

The information contained in the Offeror's Operation Plan will be used to evaluate this criterion.

Change 2: Section 1.02 Budget has been amended to read as follows:

### **SEC. 1.02      BUDGET**

The Contractor shall make an annual payment of \$500 for the life of the contract, and a minimum of 7% of gross income annually for the specified period of operations. The annual payment fee may be waived in part or in whole by the State. If the annual payment fee is not waived, the annual payment fee may in part or in whole be deposited into a Major Maintenance account upon discussion with the project manager. The Major Maintenance account is setup, held and managed by the concessionaire. Expenditures from the Major Maintenance account shall be only on approval from the project manager. DNR has authority to roll forward any Major Maintenance account funds used on any previous concessionaire contract. Periods of operation shall be May 1 through September 31. The Contractor may negotiate adding or removing time as needed. The Contractor shall provide the State with a Profit and Loss (income) statement specific to the park unit being managed. (i.e., Contractor may be managing multiple units for the state. Contractor must generate a profit and loss (income) statement for this specific unit). Contractor is responsible for all work and related expenses as outlined in Section 3.

**End of Addendum 1**