

Village Safe Water Program

REQUEST FOR PROPOSALS PACKAGE

(Procurement per Article 3 of AS 36.30)

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ISSUING OFFICE

Agency Contact & Email.....: Evan Patterson, evan.patterson@alaska.gov
 Issue Date: April 4, 2022

PROJECT

RFP NUMBER: 22-VSW-VAR-002
Project Numbers-State/Federal: 22-VSW-VAR-002
Project Site (City, Village, etc.): Various Alaska locations
Project Title & Contract Description: Design Review, Planning, Environmental, and Vulnerability Assessment and Emergency Response Plan Development Services
 The Department of Environmental Conservation, Village Safe Water Program is soliciting proposals for Design Review, Preliminary Engineering Report, Environmental Report, Emergency Response Plan, and Vulnerability Assessment services. Up to six (6) term contracts may be awarded for these services.

SCHEDULE & PAYMENT

Anticipated period for performance-Begin/End: The length of the term contracts will be from date of award, approximately June 1, 2022 through May 31, 2023 with 4 – 1 (one) year renewal options to be exercised at the State's sole discretion.

Estimated amount of proposed contract: Rather than a budget for the resulting term contracts, each Notice to Proceed will establish a not to exceed amount.

Proposed Method(s) of Payment: The proposed method of payment will be identified in each subsequent Informal Request for Proposal.
☐ Fixed Price Plus Expenses (FPPE) ☒ Firm Fixed Price (FFP) ☐ Cost Plus Fixed Fee (CPFF)
☒ Time and Expense (T&E)

SUBMITTAL DEADLINE AND LOCATION

*OFFERORS ARE RESPONSIBLE TO ASSURE DELIVERY PRIOR TO DEADLINE (2 AAC 12.250).
ONLY PROPOSALS RECEIVED PRIOR TO THE FOLLOWING DATE AND TIME WILL BE OPENED.*

DATE: **April 25, 2022**

Alaska Standard Time: **2:00 PM**

Email only directly to the address listed in the following return instructions: (and person, if named).

Proposals shall be submitted via email, the technical proposal must be saved as a PDF document and emailed to April.akers@alaska.gov, clearly labeled attachment, such as "Vendor A – Technical Proposal.pdf" (Vendor A is the name of the offeror). The email must contain the RFP number in the subject line.

The **maximum** size of a single email (including all text and attachments) that can be received by the state is **20mb (megabytes)**. If the email containing the proposal exceeds this size, the proposal must be sent in multiple emails that are each less than 20 megabytes and each email must comply with the requirements described above.

Please note that email transmission is not instantaneous. Similar to sending a hard copy proposal, if you are emailing your proposal, the state recommends sending it enough ahead of time to ensure the email is delivered by the deadline for receipt of proposals.

It is the offeror's responsibility to contact the issuing agency at April.akers@alaska.gov to confirm that the proposal has been received. The state is not responsible for unreadable, corrupt, or missing attachments.

IMPORTANT NOTICE: If you downloaded this solicitation from the State's Website, you must self-register with the procurement officer to receive subsequent addenda. Failure to register may adversely affect your proposal. It is the Offeror's responsibility to ensure that he has received all addenda affecting this RFP.

SELECTION PROCEDURE

1. Competitive Sealed Proposals will be evaluated by a committee (2 AAC 12, Article 4). Evaluation of responses to criteria set forth in Part C results in a numerical score for each proposal. Each criterion in Part C has an assigned weight for this RFP which demonstrates its relative importance. The total of all weights is 100 (100%).
2. Scoring of proposals will be accomplished as follows:
 - 2.1 Each Evaluator will individually read and rate each Offeror's response to each criterion described in Part C - Section I - Technical Proposal. Ratings will be based solely on contents of proposal and in compliance with the Contracting Agency's standard Instructions for Evaluation Committee.
 - 2.2 After completion of individual ratings in Part C, Section 1, Technical Proposal, the Evaluation Committee will meet to discuss proposals. Evaluators may then alter their ratings; however, any changes shall be based solely on the criteria set forth in Part C.
 - 2.3 After scoring Part C - Section I - Technical Proposal, criteria scores for Part C - Section II - Preferences, and Section III - Price (if applicable), will be calculated based on criteria descriptions.
 - 2.4 The total score for each Offeror will be obtained by summing the scores determined for each criterion in Sections I, II and III of Part C. The order of ranking for negotiations shall be as follows: highest scored Offeror will be ranked first, next highest scored second, and etcetera.
3. Evaluators may discuss factual knowledge of, and may investigate Offerors' and proposed Subcontractors' prior work experience and performance, including projects referenced in proposal, available written evaluations, etcetera, and may contact listed references or other persons knowledgeable of a Contractor's and/or a Subcontractor's past performance. Factors such as overall experience relative to the proposed contract, quality of work, control of cost, and ability to meet schedules may be addressed. If any issues of significant concern to the proposed contract are discovered, the Committee may:
 - 3.1 Provide written recommendations for consideration during contract negotiations;
 - 3.2 Conduct discussions in accordance with paragraph 4, below.
4. The Committee may decide to conduct discussions (or "interviews") with responsible Offerors whose proposals are determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and responsiveness to, the solicitation requirements (AS 36.30.240 & 2 AAC 12.290). Offerors selected by the Committee for discussions may be permitted to submit Best and Final Offers (BAFO) for final Committee Evaluation. After discussions and any BAFOs, Evaluators will determine the final scoring and ranking for contract negotiations by evaluating written and oral responses using only the criteria set forth in Part C of this RFP (2 AAC 12.260(b)).
5. All Offerors will be advised of the Offeror selected for negotiation and, after completion of negotiations, a Notice of Intent to Award will be provided to all Offerors. If contract negotiations are unsuccessful with Offeror(s) selected for negotiation, the Contracting Agency may either cancel the solicitation or negotiate with other Offerors in the order of ranking.

NOTICES

PART

A

1. The Contracting Agency is an equal opportunity employer.

2. Copies of contract documents are attached to the RFP.

General Conditions of the Professional Services Agreement are attached.

3. Offerors are specifically advised that a contract shall not be in effect until a written agreement is executed by an authorized agent of the Contracting Agency. The Contracting Agency shall not be liable for any cost incurred by an Offeror in response to this solicitation, including any work done, even in good faith, prior to execution of a contract and issuance of a Notice to Proceed.

4. The Contracting Agency expressly reserves the right to waive minor informalities, negotiate changes or reject any and all proposals and to not award the proposed contract, if in its best interest. "Minor Informalities" means matters of form rather than substance which are evident from the submittal, or are insignificant matters that have a negligible effect on price, quantity, quality, delivery, or contractual conditions and can be waived or corrected without prejudice to other Offerors (2 AAC 12.990).

5. All proposals shall be open for public inspection (AS 36.30.230) after a Notice of Intent to Award is issued. Offerors should not include proprietary information in proposals if such information should not be disclosed to the public. Any language within a submittal purporting to render all or portions of a proposal confidential will be disregarded. Proprietary information which may be provided after selection for contract negotiations will be confidential if expressly agreed to by the Contracting Agency (AS 36.30.230).

6. Substitution for any personnel named in a proposal may result in termination of negotiations.

7. If it is discovered that a selected Offeror is in arrears on taxes due the State of Alaska, a contract may not be awarded until the Alaska Department of Revenue approves the payment provisions for the contract.

8. **Offerors and proposed subcontractors shall be in compliance with the statutory requirements for Alaska business licensing and professional registrations included in the certification statement on Page 2 of Part D in this RFP package.**

9. **PRICE COMPETITION:** Price cannot be an Evaluation Criterion in accordance with Article 3 of AS 36.30 for services that must be performed only by Architects, Engineers, Land Surveyors, or Landscape Architects (A/E, LS or LA)) licensed in the State of Alaska, UNLESS the provisions of AS 36.30.270(d) apply; i.e., unless the services required are repetitious in nature, and the nature and amount of services required are thoroughly defined by measurable and objective standards to reasonably enable firms or persons making proposals to compete with a clear understanding and interpretation of the services required. If price is a factor, a majority of the evaluation committee must be registered in Alaska to perform architectural, engineering, or land surveying services.

9.1 If the services performed do not require an A/E, LS or LA, then all Offerors including any A/E, LS or LA must provide Price Proposals in accordance with AS 36.30.270(b) and 2 AAC 12.260(c).

10. An audit of the selected Offerors' and proposed Subcontractors' cost accounting systems and business records may be required to ascertain if systems are adequate for segregating contract costs; to establish a maximum allowable Indirect Cost Rate for the Agency's negotiator; and to investigate the accuracy of proposed labor rates and unit prices.

11. Standard insurance provisions for Worker's Compensation, General and Automobile Liability, and Professional Liability are contained in DOT&PF Form 25A269, Indemnification and Insurance. Coverages may be modified under very limited circumstances. Offeror should not assume any modification of coverages.

12. Professional Liability Insurance for the proposed contract: ☐ is not required

☒ is required as shown on DOT&PF Form 25A269.

13. The proposed contract ☒ will ☐ will not be a Federally Assisted Program. If it will be an assisted program, then the Offeror shall insert the following notification in all subcontract solicitations for bids or proposals pertinent to this RFP:

"In accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d to 2000d-4 and Title 49, CFR, U.S. Department of Transportation (U.S. DOT), Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the U.S. DOT issued pursuant to such Act, in any Subcontract entered into pursuant to this RFP, Disadvantaged Business Enterprise firms will be afforded full opportunity to submit bids or proposals and will not be discriminated against on the grounds of race, color, sex, or national origin, in consideration for an award.

14. Pre-proposal Conference: ☒ None ☐ As follows:

15. Special Notices:

15.1 MBE/WBE Preference:

This procurement is funded in part or fully through federal grants or cooperative agreements. It is a national policy to award a fair share of contracts to Minority Firms and Women's Business Enterprises through affirmative action. This solicitation incorporates a five point preference for all qualified minority firms and women's business enterprises.

SUBMITTAL CHECKLIST

PART

B

Offeror may use left margin to check off items when completed.

An Alaska Business License is required of Contractors who do business in Alaska at time of award (AS 36.30.210(e)).

- [] 1. Offerors must carefully review this RFP Package for defects and questionable material and become familiar with submittal requirements. Submit written comments to the address shown under "Submittal Deadline and Location" on page 1 of Part A - RFP. Substantive issues will be addressed in a written addendum to all RFP recipients on record. Failure to comply with directions may result in lower score and may eliminate a submittal from consideration. Protests based on alleged improprieties or ambiguities in a solicitation may be disallowed at the discretion of the Contracting Agency if the protest is not received in writing at least ten Agency work days prior to the Submittal Deadline (AS 36.30.565).
- [] 2. Review Part A - RFP and the proposed Statement of Services and any other attached or referenced materials. If no Statement of Services is attached, telephone the Agency contact person identified on page 1 of Part A.
- [] 3. Review Part C - Evaluation Criteria. Read each criterion in light of the proposed Statement of Services. Note any project specific criteria which may have been added or any changes to standard criteria descriptions which may have been made. Be aware of the assigned weight for each criterion. If a weight is not entered for any criterion on Part C, notify the Agency contact person. Plan your proposal to address the applicable criteria. Criteria Responses shall not exceed the number of pages stated below. **Note:** If weight is applied to Criterion #11, MBE/WBE Preference, that box must be checked on page 1 of Part D, rfp-d.
- [] 4. Prepare a distinct Response for each criterion that has a weight more than zero. Failure to respond directly to any criteria weighted more than zero will result in an evaluation score of zero for that criteria. Any Responses to criteria weighted zero will be disregarded. Acceptable Responses must be specific and directly related to the Contracting Agency's proposed Statement of Services. Marketing brochures, federal SF330s, marketing resumes, and other non-project specific materials will be discarded without evaluation and should not be submitted.
- [] 5. **Each criterion Response must be titled, numbered and assembled in the order in which the criteria are listed in Part C**, so the criterion to which information applies shall be plainly evident. Material not so identified or assembled may be discarded without evaluation.
- [] 6. Price ☐ is ☒ is not an evaluation criterion for the proposed contract.

Offerors identified in the Intent to Negotiate letter shall prepare **Billing Rates and/or Price Proposals** as described in Criteria #12 and/or #13.

- [] 7. Complete all entries on Part D - Proposal Form. Note the statutory requirements for Alaska business licenses and professional registrations, and be sure to sign and date the Certification. Copies of licenses and registrations may be provided with submittal, and will not count in the requirements of #8 below.
- [] 8. Attach Criteria Responses (**except any Billing Rates or Price Proposals**) to Part D - Proposal Form. The maximum number of attached pages (**each printed side equals one page**) for Criteria Responses shall not exceed: **See Part D**. Attached page limit does not include the cover letter, four-page Part D - Proposal Form, or any Billing Rates or Price Proposals.
- Criteria Responses shall be presented in **8-1/2" X 11" format**, except for a minimal number of larger sheets (e.g., 11" x 17") that may be used (e.g., for schedules) if they are folded to 8-1/2" X 11" size. Large sheets will count as multiple pages at 93.5 square inches or fraction thereof per page, unless otherwise noted.
- CAUTION:** Criteria Responses which do not comply with the required page limit or presentation size, may result in disqualification. Further, small print or typeface that is difficult to read may negatively influence evaluation of your submittal and affect scoring for "Quality of Proposal."

CHECKLIST IS CONTINUED NEXT PAGE

- [] 9. Offerors must include a 1 page cover letter that provides a brief high level overview of the offerors firm. The cover letter must include a statement that the offeror meets Request for Proposal, Statement of Services, Appendix B, section 1.2 Minimum Requirements.
- [] 10. Parts A, B and C of Form 25A270 and the proposed Statement of Services shall not be returned to the Contracting Agency. **Submittals shall consist of the following applicable items assembled as follows and in the order listed:**
- [] 10.1 Completed Part D - Proposal Form (generally at least one copy with original signature) and Responses to all evaluation criteria -- **except Billing Rates, Price Proposals** – attached. Each copy shall be fastened with one staple in the upper left corner. No other form of binding shall be used and no cover and no transmittal letter will be included. **CAUTION:** Failure to comply with this instruction will negatively influence evaluation of Submittal.
- [] 10.2 Number of copies of Part D (**all pages**) and Criteria Responses (**except Billing Rates, and Price Proposals**) required is: **See Part A, Submittal Deadline and Location.**
- [] 10.3 If **Billing Rates and/or Price Proposals** are required, **one copy** bound with one staple in the upper left corner separately enclosed in a sealed envelope marked on the outside to identify it as a **Billing Rates or Price Proposal** and the names of the Project and Offeror. Each **Billing Rates or Price Proposal** must be signed and dated by the person who prepares it (may be different signatures for each Subcontractor).
- [] 10.4 If Item 9, above, is completed for this RFP Package, any submittal items described therein. Unless otherwise stated, one copy only, bound appropriately.
- [] 10.5 Pre-Audit Statement, DOT&PF Form 25A257, shall **not** be provided with Submittal. (See Notice #10 on page 3 of Part A - RFP.)
- [] 10.6 **CAUTION:** If you replicate (other than by photocopy) Part D or any form in lieu of completing the forms provided by the Contracting Agency, provide a signed certification that lists such forms and attests that they are exact replicas of that issued by the Contracting Agency. Changed forms may result in rejection at the Contracting Agency's discretion. Any alteration – other than completion of the required entries – may be cause for rejection without recourse.
- [] 11. Deliver submittals in accordance with Part A - RFP. Proposals must be received prior to the specified date and time. Late proposals will not be opened (2 AAC 12.250).

EVALUATION CRITERIA

PART

C

Criteria with a weight of zero are not applicable and should be disregarded. If a weight is not indicated for any criterion, telephone the Agency Contact person identified at the top of page 1 of Part A - RFP.

SECTION I - TECHNICAL PROPOSAL

1. Objectives and Services

1. Weight: 20

Response must **demonstrate the offeror's comprehension of the objectives and services** for the proposed contract and do not merely duplicate the Scope of Work provided with this RFP. **Define any assumptions made** in formulating Technical Proposal.

2. Methods

2. Weight: 20

Response must adequately outline the methods for accomplishing the proposed contract. Describe what, when, where, how, and in what sequence the work will be done. Address your firms' (Offeror and Proposed Subcontractors) *particular* geographic familiarity, experience, and capabilities specific to rural Alaskan communities. Identify the amount and type of work to be performed by any Subcontractors. Consider how each task may be carried out; what services or interaction required from/with the Contracting Agency; etcetera. Suggest alternatives, if appropriate. Identify any **distinct and substantive qualifications** for undertaking the proposed contract such as the availability of specialized equipment or unique approaches or concepts **relevant to the required services** which the firms may use.

Include in your response a description of your firm's quality control process and how this process ensures the quality of your deliverables, including formatting and grammatical accuracy of documents. Use specific examples.

3. Management

3. Weight: 5

Response must describe the administrative and operational structures that will be used for performing the proposed contract. For example consider: Who will have overall responsibility for the contract? Who will have direct responsibility for specific disciplines? What will the lines of authority be? For any individual who would be in "responsible-charge" (reference AS 08.48) as an Architect, Engineer, Land Surveyor or Landscape Architect, so state and list his/her Alaska professional registration number. A graphic depiction is preferred in your response to this criterion. Additionally, the Contracting Agency may want to inspect work products in progress and have a close ongoing working relationship with your Project Staff.

4. Proposed Project Staff

4. Weight: 10

Response must name the individuals to perform the following **FUNCTIONS** plus any other professional/technical functions you deem essential to perform the services:

1. Contract Management (contract compliance)
2. Project Management (single point-of-contact directly engaged in contract performance)
3. Quality Control (deliverable accuracy and completeness, including grammar and formatting)

*All personnel acting in responsible charge for all Architectural, Engineering, Land Surveying, and Landscape Architecture functions require an Alaska Registration and must be identified in your proposal.

Continued Next Page

Describe the work to be performed by the individuals you name to perform essential functions and detail their specific qualifications and substantive **experience directly related to the proposed contract**. A response prepared specifically for this proposal is required. Marketing resumes often include non-relevant information which may detract from the evaluation of proposal. Lists of projects are not useful. Focus on individual's specific duties and responsibilities and how project experience is relevant to the proposed contract.

For each person named, identify their: employer, professional discipline or job classification and state of residency. List at least 3 professional references (contact persons and telephone numbers) for each person.

5. Workload and Resources

5. Weight: 15

Response must: (1) discuss both current and potential time commitments of your proposed Project Staff to all clients; (2) discuss the projected workload of each firm (Offeror and Proposed Subcontractors) for all clients; and (3) demonstrate adequate support personnel, facilities and other resources to provide the services required. Provide a list of current contracts with the Contracting Agency in which your proposed Project Staff are participating. Include all contracts statewide with regions, divisions, etc., of the Contracting Agency.

Briefly address capabilities for providing additional services and/or services under an accelerated schedule or increased workload. Address capacity to reassign personnel, equipment and facilities whenever the proposed contract would not require such capabilities or was delayed.

6. Experience and Qualifications

6. Weight: 20

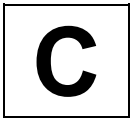
Response must describe previous projects the project team has worked on that are related in size and scope to this project. Address how the experience will help your team to perform under this contract. Provide references (contact name and phone number) for each project. Indicate which of the proposed firms and project staff was involved in each project. The State reserves the right to investigate referenced projects, contact references and research other projects that the respondent has worked on.

7. Quality of Proposal

7. Weight: 5

Offerors do not respond to this criterion. Committee members will rate this criterion based on their perception of the clarity, completeness and presentation of submittal. Note: This criterion is **NOT** used to evaluate color, graphics or other visual techniques except as they may detract from legibility.

PART



8.

8. Weight: 0

9.

9. Weight: 0

10.

10. Weight: 0

SECTION II - PREFERENCES

PART

C

11. MBE/WBE Preference 40 CFR §33.202

11. Weight: 5

To be granted this preference:

Offeror must claim the MBE/WBE Preference on page one of Part D Proposal Form. In claiming the MBE/WBE Preference on page one of Part D, the Offeror is certifying that they, or subcontractor(s) meet the following requirements per 40 CFR §33.202 and/or §33.203:

In order to qualify for the Women's Business Enterprises (WBE) or Minority Business Enterprises (MBE), the business must obtain certification from any of the following organizations:

- United States Small Business Administration,
- United States Department of Transportation,
- Indian Tribal Governments,
- State/local Governments,
- Independent private organizations.

To qualify for the federal Environmental Protection Association, Disadvantaged Business Enterprises program, an entity must be certified, and such certification must meet the criteria as stipulated in 40 CFR §33.202 and/or §33.203. If a subcontractor is used to meet the preference then the offeror claiming eligibility for this preference must pledge in their proposal that the eligible subcontractor will be guaranteed the proposed work.

Offerors may provide their MBE/WBE certification number on the proposal form. If a certification number is not available then the offeror must provide a letter from the certifying agency verifying the offerors certification status within 10 days of the State's request.

MBE/WBE Preference will be scored: Rating x Number of Evaluators x Weight = Criterion Score.

Rating will be as follows:

MBE/WBE preference (i.e., a Rating of 5) will be assigned to the proposal of an Offeror who certifies (by claiming the preference on page one of Part D) that they are a MBE/WBE as described above.

No MBE/WBE preference (i.e., a Rating of 0) will be assigned to the proposal of an Offeror who does not certify (by failure to claim the preference on page one of Part D) that it qualifies as a MBE/WBE as described above.

No narrative response to this criterion is required within the Offeror's Proposal.

SECTION III - PRICE

Price is not an Evaluation Criterion and weights for both Criterion #12 and #13 shall be "0". State of Alaska preferences are removed from this solicitation in accordance with AS 36.30.890 and 2 CFR 200.319(c).

See item #9, under Notices in Part A – RFP, regarding statutory and regulatory provisions about price competition and item #10.3, in Part B – Submittal Checklist, regarding procedure for submittal of Billing Rates and/or Price Proposals. Cost terminology is explained on page 2 of the Pre-Audit Statement (DOT&PF Form 25A257).

CAUTION: Submittal of Offeror's or Subcontractor's "standard" rate schedules or other pricing documents which are not in required format will be non-responsive if they do not allow direct comparison with other responsive proposals.

Rates and costs proposed by the Offeror selected for contract negotiations may be investigated for reasonableness and allowability in accordance with AS 36.30.400, .420 & .480, 2 AAC 12.550 and the contract cost principles in 48 CFR Part 31. Unsupported rates and costs may be disallowed or result in termination of negotiations, or contract award. All proposed rates and the negotiated contract rates will be public information.

12. Labor Billing Rates**12. Weight: 0**

The offerors hourly rates will be the resulting contract rates regardless of the method of payment. Offerors shall provide a proposed total hourly Billing Rates (i.e., inclusive of Direct Cost of Direct Labor, all Indirect Costs, and Fee) for all personnel that will work on the project. The offerors price proposal must include all subcontractor Billing Rates. The offeror must include all subcontractor price proposals. Subcontractor price proposals must comply with this section. The offeror and subcontractors may use their own generated price proposal format but it must include the following information:

- Official Title and First and Last Name of each staff member working on the project.
- The hourly rate for each staff member. The hourly rate must include all direct and indirect costs.

13. Total Price Proposal (Required Format)**13. Weight: 0**

Provide proposed costs for all labor, subcontracts, equipment, expenses, etc., and a proposed amount for Fee. Submit a separate price proposal in the following format for the Offeror and for each Subcontract (first, second, third tier, etc.) that may exceed \$25,000. Each price proposal must be signed and dated by the person who prepares it. Note that the PRICES of the next lower tier subcontracts must be listed as COSTS in Item #4 (Other Direct Costs) of the price proposal for the next higher tier contractor so that the price of all subcontracts "roll-up" into the Offeror's total price proposal.

1. Show project title, project number, and Offeror or Subcontractor Name.

2. **Direct Costs of Direct Labor (DCDL)**

Show the estimated costs for each job classification of employees proposed for the contract. List under the following headings. Names required only for key staff and/or persons in "responsible-charge" (Ref: AS 08.48). **Hourly Rates must not include Indirect Costs or Fee.**

<u>Job Classification</u>	<u>Name</u>	<u>Total Hours</u>	<u>Rate (\$/hr)</u>	<u>Proposed Costs (\$)</u>
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Total DCDL: \$ _____

3. **Indirect Costs (IDC)**

These costs include what are generally referred to as 1) Fringe Benefits and 2) Overhead (including direct and indirect costs of Indirect Labor). Show the Proposed IDC Rate as a percentage of Direct Costs of Direct Labor and the product (IDC Amount) of that Rate multiplied by the total DCDL.

IDC Rate: _____ % IDC Amount: \$ _____

4. **Other Direct Costs (ODC)**

These costs include: subcontracts, equipment (company owned or rented), and reimbursable expenses (e.g., transportation, food and lodging, reproduction) – if not included in Indirect Costs. List proposed costs under the following headings. If multiples of an item required, list the proposed quantity, unit rate, and total cost for each. **Costs must be based on actual costs to the offeror or the subcontractor, without any profit or other markup.**

	<u>Item</u>	<u>Quantity</u>	<u>Cost (\$/Unit)</u>	<u>Proposed Costs (\$)</u>
				Total ODC: \$ _____
5.	<u>Total Proposed Cost</u> Sum of DCDL + IDC + ODC			Total Cost: \$ _____
6.	<u>Proposed Fee</u> List a <u>proposed amount</u> (Contract Fee is generally negotiated using a structured Fee analysis of proposed costs).			Proposed Fee: \$ _____
7.	<u>Total Proposed Price</u> Sum of Total Proposed Cost plus Proposed FEE.			Total Price: \$ _____
8.	In accordance with the Submittal Checklist ('rfp-b'), item 10.3, Price Proposals must be signed and dated by the person who prepares it (may be a different signature for each subcontractor).			

**Alaska Department of Environmental Conservation
Village Safe Water Program
PROPOSAL FORM**

PART

D

THIS FORM MUST BE THE FIRST PAGE OF PROPOSAL. Attach criteria responses as explained in Part B - Submittal Checklist. No transmittal letter or cover sheet will be used.

PROJECT

Project Numbers-State/Federal.....: 22-VSW-VAR-002
Project Title: Design Review, Planning, Environmental, and Vulnerability Assessment and
Emergency Response Plan Development Services
RFP No.....: 22-VSW-VAR-002

OFFEROR (CONTRACTOR)

Contractor.....:
Street.....:
P.O. Box.....:
City, State, Zip.....:
Alaska Business License Number:
Federal Tax Identification No.:
DOT&PF DBE Certification No. (if any):
Individual(s) to sign contract:
Title(s):
Type of business enterprise (check one).....: [] Corporation in the state of . :
[] Individual [] Partnership [] Other(specify):

FEDERAL FUNDING PREFERENCES

Check the applicable preferences that you claim for the proposed contract (reference Criteria 11, 12 & 13 in Part C):
[] MBE / WBE Preference

PROPOSED SUBCONTRACTOR(S)

<u>Service, Equipment, etc.</u>	<u>Subcontractor & Office Location</u>	<u>AK Business License No.</u>	<u>DOT&PF DBE Certification No.</u>

CERTIFICATIONS

I certify: that I am a duly authorized representative of the Contractor; that this Submittal accurately represents capabilities of the Contractor and Subcontractors identified herein for providing the services indicated; and that the requirements of the Certifications on pages 2 through 4 of this Part D for 1) Alaska Licenses/Registrations, 2) Insurance, 3) Federal-Aid Contracts exceeding \$100,000, 4) Cost and Pricing Data, 5) Trade Restrictions/Suspension/Debarment, 6) Foreign Contracting, 7) DBE Commitment, 8) Former Public Officer, 9) Telecom Prohibition, and 10) Clean Air Act – will be complied with in full. These Certifications are material representations of fact upon which reliance will be placed if the proposed contract is awarded. Failure to comply with these Certifications is a fraudulent act. The Contracting Agency is hereby authorized to request any entity identified in this proposal to furnish information deemed necessary to verify the reputation and capabilities of the Contractor and Subcontractors. This proposal is valid for at least ninety days.

Signature.....: _____
Name: _____
Title: _____
Date: _____
Telephone (voice): _____
(fax): _____
Email Address: _____

CERTIFICATION FOR ALASKA BUSINESS LICENSES AND REGISTRATIONS

PART

D

Contractor and all Subcontractors shall comply with the following applicable requirements of Alaska Statutes:

1. **Alaska Business License** (Form 08-070 issued under AS 43.70) at the time contract is awarded as required by AS 36.30.210(e) for Contractor and all Subcontractors. In accordance with Administrative Manual, Section 81.120, proof of application for an Alaska Business license will satisfy this requirement. Per AAM 81.120, acceptable evidence that the offeror possesses a valid Alaska business license consists of any one of the following:
 - a. Copy of the Alaska business license.
 - b. A canceled check that demonstrates payment for the Alaska business license fee.
 - c. A copy of the Alaska business license application with a receipt stamp from the State's business license office.
 - d. A sworn notarized affidavit that the bidder/offeror applied and paid for the Alaska business license.
 - e. Other forms of evidence acceptable to the Department of Law.
2. **Certificate of Registration** for each individual to be in "responsible charge" (AS 08.48.341(11-14)) for Architecture, Engineering, Land Surveying, or Landscape Architecture (Form 08-2407 issued under AS 08.48.211) issued prior to submittal of proposal. Associates, consultants, or specialists under the supervision of a registered individual in "responsible charge" are exempt from registration requirements (AS 08.48.331).
3. **Certificate of Authorization for Corporations, Limited Liability Companies, and Limited Liability Partnerships** for Contractors and Subcontractors for Architecture, Engineering, Land Surveying, or Landscape Architecture (Form 08-2407 issued under AS 08.48.241). Entities offering to provide Architectural, Engineering or Land Surveying services do not need to be registered for such disciplines at the time proposal is submitted provided they obtain registration prior to contract award (AS 08.48.241).
4. **Certificate of Incorporation** (Alaska firms) or **Certificate of Authorization for Foreign Firm** ("Out-of-State" firms). All corporations, regardless of type of services provided, must have one of the certificates (AS 10.06.218 and other sections of Title 10.06 - Alaska Corporations Code).
5. **Current Board of Director's Resolution** for incorporated Contractors and incorporated Subcontractors for Architecture, Engineering, Land Surveying or Landscape Architecture (reference AS 08.48.241) that names the person(s) designated in "responsible charge" for each discipline. Such persons shall be licensed in Alaska and shall participate as project staff in the Contract/Subcontracts.
6. **All partners** in a Partnership to provide Architectural, Engineering, Land Surveying, or Landscape Architecture **must be legally registered in Alaska** prior to submittal of proposal for at least one of those disciplines (AS 08.48.251) which the Partnership offers.
7. **Joint Ventures**, regardless of type of services provided, must be licensed/registered in the legal name of the Joint Venture as used in this proposal (AS 43.70.020 and 43.70.110(4)).
8. **Contracts for Architecture, Engineering, Land Surveying, or Landscape Architecture** may not be awarded to individuals, corporations or partnerships not in compliance, respectively, with the provisions of paragraph 2, 3, and 6, above (AS 36.90.100).

For information about licensing, Offerors may contact the Alaska Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing at P.O. Box 110806, Juneau, AK 99811-0806, or at Telephone (907) 465-2550, or at Internet address: <https://www.commerce.alaska.gov/web/cbpl>

CERTIFICATION FOR INSURANCE

Contractor will ensure that it and all Subcontractors have insurance coverage to effectuate the requirements of DOT&PF Form 25A269, Indemnification and Insurance.

CERTIFICATION FOR FEDERAL-AID CONTRACTS EXCEEDING \$100,000

The individual signing this proposal certifies to the best of his or her knowledge and belief, that:

- (1) No federal appropriated funds have been paid, by or on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Contractor shall complete and submit Standard Form-LLL, Disclosure of Lobbying Activities, in accordance with its instructions. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

This certification is a material representation of fact upon which reliance will be placed if the proposed contract is awarded. Submission of this certification is a prerequisite for making or entering into the proposed contract imposed by Section 1352, Title 31, U.S. Code. The Contractor also agrees by submitting this proposal that Contractor shall require that the language of this certification be included in all lower tier subcontracts which exceed \$100,000 and that all such Subcontractors shall certify and disclose accordingly.

CERTIFICATION – COST AND PRICING DATA

In accordance with AS 36.30.400, any cost and pricing data submitted herewith, or in any future price proposals for the proposed contract, will be accurate, complete and current as of the date submitted and will continue to be accurate and complete during the performance of the contract, if awarded.

The Contractor certifies that all costs submitted in a current or future price proposal are allowable in accordance with the cost principles of the Federal Acquisition Regulations of Title 48, Code of Federal Regulations (CFR), Part 31 and that the price proposal does not include any costs which are expressly unallowable under the cost principles of the FAR of 48 CFR 31. In addition, all known material transactions or events that have occurred affecting the firm's ownership, organization and indirect costs rates have been disclosed.

CERTIFICATION – TRADE RESTRICTIONS AND SUSPENSION AND DEBARMENT

The individual signing this proposal certifies to the best of his or her knowledge that the Contractor and any subcontractors are in compliance with DOT&PF 25A262 Appendix A, General Conditions, Article A25 and Article A26.

CERTIFICATION - FOREIGN CONTRACTING

By signature on this solicitation, the offeror certifies that all services provided under this contract by the contractor and all subcontractors shall be performed in the United States. If the offeror cannot certify that all work is being performed in the United States, the offeror must contact the Contracts Officer to request a waiver at least 10 days prior to proposal deadline. The offeror must provide with their submission a detailed description of the portion of work being performed outside the United States, where, by whom, and the reason the waiver is necessary. Failure to comply with this requirement may cause the state to reject the bid or proposal as non-responsive, or cancel the contract.

CERTIFICATION – DBE COMMITMENT

For federal-aid projects with DBE goals: if the Contractor submits a utilization report that proposes to use certified DBE's in the performance of work, the Contractor certifies that every effort will be made to meet or exceed the proposed percentage.

In addition, the Contractor certifies that a Consultant Registration form shall be submitted to the DBE/Civil Rights Office for their firm and each subconsultant prior to award.

CERTIFICATION – FORMER PUBLIC OFFICER

Any proposer listing as a member of the proposer's team a current public officer or a former public officer who has left state service within the past two years must submit a sworn statement from that individual that the Alaska Executive Branch Ethics Act does not prohibit his or her participation in this project. If a proposer fails to submit a required statement, the proposal may be deemed nonresponsive or nonresponsible, and rejected, depending upon the materiality of the individual's proposed position.

The Ethics Act bars a public officer who leaves State service from representing, advising or assisting a person for compensation regarding a matter that was under consideration by the administrative unit in which the officer served, and in which the officer participated personally and substantially through the exercise of official action, for two years after leaving state service. See AS 39.52.180(a). "Public officer" includes a state employee, a member of a state board and commission, and a trustee of the Exxon Valdez Oil Spill Trust. "Official action" means a recommendation, decision, approval, disapproval, vote, or other similar action or inaction. Possible remedies for violating the bar include penalties against the former public officer and voiding the state grant, contract or lease in which the former public officer is involved.

Additionally, former public officers may not disclose or use information acquired in the course of their official duties that could in any way result in a benefit to the former public officers or their families, if the information has not been disseminated to the public or is confidential by law, without appropriate authorization. See AS 39.52.140.

Each current or former public officer is responsible for determining whether he or she may serve in the listed capacity on this project without violating the Ethics Act. A form that a former public officer may use to certify their eligibility is attached. Current public officers may seek advice from their designated ethics supervisors concerning the scope and application of the Ethics Act. Former public officers may, in writing, request advice from the Office of the Attorney General, Ethics Attorney concerning the application of the Ethics Act to their participation in this project. It is the responsibility of the individual and the proposer to seek resolution in a timely manner of any question concerning the individual's eligibility.

PROHIBITION ON CERTAIN TELECOMMUNICATION AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

On projects using federal funds, the Contractor shall comply with the requirements of 2 CFR 200.216, as amended effective August 13, 2020, Federal Register, Vol. 85, No. 157, 49506 - 49582, **Prohibition on certain telecommunication and video surveillance services or equipment**.

By signature of this solicitation, the Contractor certifies the Contractor and subcontractors have not entered into a contract nor extended or renewed a contract to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system produced by:

- a. Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
- b. Hera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
- c. Any entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

d.

The Contractor shall further certify that it has complied the requirements of 2 CFR 200.216, as amended effective August 13, 2020, Federal Register, Vol. 85, No. 157, 49506- 49582 and that it will continue to do so throughout the term of the Contract.

Clean Air Act

The contractor and subcontractors shall comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act ([42 U.S.C. 7401-7671q](#)) and the Federal Water Pollution Control Act as amended ([33 U.S.C. 1251-1387](#)). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

GENERAL CONDITIONS

APPENDIX A

PSA No: 22-VSW-VAR-002
IRIS Program No: N/A
Federal Project No: N/A
Date Prepared:

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ARTICLE A1 DEFINITIONS

A1.1 Additional or Extra Services – Services, work products or actions required of the CONTRACTOR above and beyond provisions of the Agreement.

A1.2 Agreement – This Professional Services Agreement and its appendices that outline the terms and conditions regarding CONTRACTOR's services during the authorized period of performance.

A1.3 Amendment – A written change to this Agreement.

A1.4 Change – A revision in services, complexity, character, or duration of the services or provisions of this Agreement.

A1.5 Commissioner – Commissioner of DEC.

A1.6 CONTRACTING AGENCY – The Department of Environmental Conservation (DEC).

A1.7 Contracting Officer – The individual or a duly appointed successor designated as the official representative to administer contracts for the CONTRACTING AGENCY.

A1.8 CONTRACTOR – The firm (person or any business combination) providing services.

A1.9 Contractor's Manager – The CONTRACTOR's representative in responsible charge of the project(s) and directly answerable for the required services.

A1.10 Contract Manager – CONTRACTING AGENCY's representative and the CONTRACTOR's primary point of contract with the CONTRACTING AGENCY.

A1.11 Contracts Officer – CONTRACTING AGENCY's representative within the Contracts/Professional Services section.

A1.12 Funding Agency – An agency of a Federal, State, Political subdivision, or Local Government which furnishes funds for the CONTRACTOR's compensation under this Agreement and which may have established regulations and requirements binding upon the CONTRACTING AGENCY and the CONTRACTOR.

A1.13 Notice to Proceed (NTP) – Written authorization from the CONTRACTING AGENCY to the CONTRACTOR to provide all or specified services in accordance with an existing Agreement.

A1.14 Statement of Services – Services and work products required of the CONTRACTOR by this Agreement.

A1.15 Subcontractor – CONTRACTOR engaged to provide a portion of the services by subcontract with the firm which is a party to this Agreement.

ARTICLE A2 INFORMATION AND SERVICES FROM OTHERS

A2.1 The CONTRACTING AGENCY may, at its election or in response to a request from the CONTRACTOR, furnish information or services from other contractors. If, in the CONTRACTOR's opinion, such information or services is inadequate, the CONTRACTOR must notify the CONTRACTING AGENCY of the specific service or material deemed inadequate and the extent of the inadequacy prior to use in the performance of this Agreement. The CONTRACTING AGENCY will then evaluate and resolve the matter in writing. Unless so notified by the CONTRACTOR, the CONTRACTING

AGENCY may assume the information or services provided are adequate.

ARTICLE A3 HOLD HARMLESS

A3.1 See Appendix D, "Indemnification and Insurance".

ARTICLE A4 INSURANCE

A4.1 See Appendix D, "Indemnification and Insurance".

ARTICLE A5 OCCUPATIONAL SAFETY AND HEALTH

A5.1 The CONTRACTOR and its Subcontractors shall observe and comply with the Federal Occupational Safety and Health act of 1970 and with all safety and health standards promulgated by the Secretary of Labor under authority thereof and with all State of Alaska Occupational Safety and Health Laws and regulations.

ARTICLE A6 EQUAL EMPLOYMENT OPPORTUNITY

A6.1 The CONTRACTOR shall comply with the following applicable laws and directives and regulations of the CONTRACTING AGENCY which effectuate them; all of which are incorporated herein by reference:

Title VI of Federal Civil Rights Act of 1964;

Federal Executive Order 11625 (Equal Employment Opportunity);

Title 41, Code of Federal Regulations, Part 60 (Equal Employment Opportunity);

Title 49 Code of Federal Regulations, Part 21 (Discrimination);

Title 49, Code of Federal Regulations, Part 26 (Minority Business Enterprises);

Office of Management and Budget (OMB) circular 102, Attachment O (Procurement Standards);

Alaska Statute (AS) 18.80.200-300 (Discrimination).

A6.2 The CONTRACTOR may not discriminate against any employee or applicant for employment because of race, religion, color, national origin, age, physical disability, sex, or marital status, change in marital status, pregnancy or parenthood when the reasonable demands of the position do not require distinction on such basis. The CONTRACTOR shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, religion, color, national origin, age, physical disability, sex, or marital status. This action must include, but need not be limited to, the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including

apprenticeship. The CONTRACTOR shall post in conspicuous places, available employees and applicants for employment, notices setting out the provisions of this paragraph.

A6.3 The CONTRACTOR shall state, in all solicitations or advertisements for employees to work in performance of this Agreement, that it is an equal opportunity employer and that all qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, age, physical disability, sex, or marital status.

A6.4 The CONTRACTOR shall send to each labor union or representative or workers with which the CONTRACTOR has a collective bargaining Agreement or other contract or understanding a notice advising the labor union or workers' representative of the CONTRACTOR's commitments under this article and post copies of the notice in conspicuous places available to all employees and applicants for employment.

A6.5 In the event the CONTRACTOR subcontracts any part of the services to be performed under this Agreement, the CONTRACTOR agrees to make good faith efforts to utilize Disadvantaged Business Enterprises, to affirmatively solicit their interest, capability and prices and to furnish documentation of the results of all such direct contacts on forms provided by or acceptable to the CONTRACTING AGENCY.

A6.6 The CONTRACTOR shall make, keep and preserve such records necessary to determine compliance with equal employment opportunity obligations and shall furnish required information and reports. All records must be retained and made available in accordance with Article A9, Audits and Records.

A6.7 The CONTRACTOR shall include the provisions of this article in every contract, and shall require the inclusion of these provisions in every contract entered into by any of its Subcontractors, so that these provisions will be binding upon each Subcontractor.

ARTICLE A7 PAYMENTS TO THE CONTRACTOR

A7.1 Payments shall be based on approved CONTRACTOR's invoices submitted in accordance with this article and the provisions of Appendix C. The sum of payments shall not exceed allowable compensation stated in Notice(s) to Proceed and no payments shall be made in excess of the maximum allowable total for this Agreement.

A7.2 The CONTRACTING AGENCY will exert every effort to obtain required Funding Agency approvals and to issue authorizations in a timely manner. CONTRACTOR shall not perform any services without a Notice to Proceed therefore. Accordingly, the CONTRACTING AGENCY will not pay the CONTRACTOR for services or associated reimbursable costs performed outside those which are authorized by a Notice to Proceed.

A7.3 CONTRACTOR's invoices shall be submitted when services are completed or monthly, for months during which services are performed, as applicable, in a format provided by or acceptable to the CONTRACTING AGENCY.

A7.4 In the event items on an invoice are disputed, payment on those items will be held until the dispute is resolved. Undisputed items will not be held with the disputed items.

A7.5 The CONTRACTOR shall submit a final invoice and required documentation within 90 days after final acceptance of services by the CONTRACTING AGENCY. The CONTRACTING AGENCY will not be held liable for payment of invoices submitted after this time unless prior written approval has been given. Total payment of all Subcontractors and satisfactory compliance with Article A22, Taxes, are conditions precedent to final payment.

ARTICLE A8 CHANGES

A8.1 Changes (including "Supplemental Agreements") in the period of performance, general conditions, statement of services, or other provisions established by this Agreement may be made by written Amendment only. If such changes cause an increase or a decrease in the CONTRACTOR's cost, an equitable adjustment shall be made and specified in the Amendment. The CONTRACTOR shall not perform any additional or extra services prior to receiving a fully executed copy of an Amendment and a Notice to Proceed, except as the CONTRACTOR may be directed under the provisions of Article A20, Claims and Disputes.

A8.2 If at any time the CONTRACTING AGENCY through its authorized representatives, either verbally or in writing, requests or issues instructions for Additional or Extra Services or otherwise directs actions which conflict with any provision of this Agreement, the CONTRACTOR shall, within 30 days of receipt and prior to pursuing such instructions, so notify the CONTRACTING AGENCY in writing, and to the extent possible, describe the services and estimated cost of any Additional or Extra Services. The CONTRACTING AGENCY will then evaluate and, if appropriate, negotiate an Amendment. Unless so notified by the CONTRACTOR, the CONTRACTING AGENCY will conclude such instructions have not changed any provisions of this Agreement nor require additional compensation. No additional payments shall be made to the CONTRACTOR without such notice.

ARTICLE A9 AUDITS AND RECORDS

A9.1 The CONTRACTOR shall maintain records of performances, communications, documents, correspondence and costs pertinent to this Agreement and the Funding or CONTRACTING AGENCY's authorized representatives shall have the right to examine such records and accounting procedures and practices.

A9.2 The Funding or CONTRACTING AGENCY's authorized representatives shall have the right to examine all books, records, documents and other data of the CONTRACTOR related to the negotiation, pricing and performance of this Agreement and any modification or change for the purpose of evaluating the accuracy, completeness and currency of the data submitted. The right of examination shall extend to all documents necessary to permit adequate evaluation of the data, computations and projections used.

A9.3 The materials described in this article shall be made available at a business office of the CONTRACTOR at all reasonable times for inspection, audit or reproduction, for a minimum of 3 years from the date of any resulting final settlement.

A9.3.1 If this Agreement is completely or partially terminated, records relating to the services terminated shall be made available for a minimum of three (3) years from the date of any termination or resulting final settlement, whichever is later.

A9.3.2 Records which relate to appeals under Article A20, Claims and Disputes, or litigation or the settlement of Claims arising out of the performance of this Agreement shall be made available until such appeals, litigation or Claims have been concluded.*

ARTICLE A10 CONTRACTING AGENCY INSPECTIONS

A10.1 The CONTRACTING AGENCY has the right to inspect, in the manner and at reasonable times it considers appropriate during the period of this Agreement, all facilities and activities of the CONTRACTOR as may be engaged in the performance of this Agreement.

ARTICLE A11 TERMINATION OR SUSPENSION

A11.1 This Agreement may be terminated by either party upon 10 days written notice if the other party fails substantially to perform in accordance with its terms through no fault of the party initiating the termination (default termination). If the CONTRACTING AGENCY terminates this Agreement, the CONTRACTING AGENCY will pay the CONTRACTOR a sum equal to the percentage of work completed that can be substantiated in whole or in part either by the CONTRACTOR to the satisfaction of the CONTRACTING AGENCY or by the CONTRACTING AGENCY. If the CONTRACTING AGENCY becomes aware of any non-conformance with this Agreement by the CONTRACTOR, the CONTRACTING AGENCY will give prompt written notice thereof to the CONTRACTOR. Should the CONTRACTOR's services remain in non-conformance, the percentage of total compensation attributable to the nonconforming work may be withheld.

A11.2 The CONTRACTING AGENCY may at any time terminate (convenience termination) or suspend this Agreement for its needs or convenience. In the event of a

convenience termination, or suspension for more than 3 months, the CONTRACTOR will be compensated for authorized services and authorized expenditures performed to the date of receipt of written notice of termination or suspension plus reasonable expenses. No fee or other compensation for the uncompleted portion of the services will be paid except for already incurred indirect costs which the CONTRACTOR can establish and which would have been compensated for over the life of this Agreement, but because of the termination or suspension would have to be absorbed by the CONTRACTOR without further compensation.

A11.3 If federal funds support this Agreement, settlement for default or convenience termination must be approved by the Funding Agency.

A11.4 In the event of termination or suspension, the CONTRACTOR shall deliver all work products, reports, estimates, schedules and other documents and data prepared pursuant to this Agreement to the CONTRACTING AGENCY.

ARTICLE A12 OFFICIALS NOT TO BENEFIT

A12.1 No member of or delegate to Congress, United States Commissioner or other officials of the Federal, State, Political subdivision or Local Government shall be admitted to any share or part of this Agreement or any benefit to arise therefrom.

ARTICLE A13 INDEPENDENT CONTRACTOR

A13.1 The CONTRACTOR and its agents and employees shall act in an independent capacity and not as officers or agents of the CONTRACTING AGENCY in the performance of this Agreement except that the CONTRACTOR may function as the CONTRACTING AGENCY's agent as may be specifically set forth in this Agreement.

A13.2 Any and all employees of the CONTRACTOR, while engaged in the performance of any work or services required by the CONTRACTOR under this Agreement, shall be considered employees of the CONTRACTOR only and not of the CONTRACTING AGENCY and any and all Claims that may or might arise under the Worker's Compensation Act on behalf of said employees, while so engaged and any and all Claims made by a third party as a consequence of any negligent act or omission on the part of the CONTRACTOR's employees, while so engaged on any of the services to be rendered herein, shall be the sole obligation and responsibility of the CONTRACTOR.

A13.3 This Agreement will be declared null and void should the CONTRACTING AGENCY determine that by Internal Revenue Service definitions the CONTRACTOR is an employee of the CONTRACTING AGENCY.

ARTICLE A14 PROSELYTIZING

A14.1 The CONTRACTOR agrees that it will not engage on a full or part time basis, during the period of this Agreement, any person or persons who are or have been employed by the CONTRACTING AGENCY during the period of this Agreement or during the 90 days immediately preceding the date of this Agreement except those who have been regularly retired or approved in writing by the CONTRACTING AGENCY.

ARTICLE A15 COVENANT AGAINST CONTINGENT FEES

A15.1 The CONTRACTOR shall comply with the Copeland "Anti-Kickback" Act (18 USC 874) as supplemented in Federal Department of Labor regulations (29 CFR, part 3), which are incorporated by reference and made a part of this Agreement.

A15.2 The CONTRACTOR warrants that it has not employed or retained any organization or person, other than a bona fide employee, to solicit or secure this Agreement and that it has not paid or agreed to pay any organization or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the CONTRACTING AGENCY has the right to annul this Agreement without liability or, in its discretion, to deduct from the allowable compensation the full amount of such commission, percentage, brokerage or contingent fee.

A15.3 The CONTRACTING AGENCY warrants that the CONTRACTOR or the CONTRACTOR's representative has not been required, directly or indirectly as an express or implied condition in obtaining or carrying out this Agreement, to employ or retain, or agree to employ or retain, any organization or person or to make a contribution, donation or consideration of any kind.

ARTICLE A16 PRECEDENCE OF DOCUMENTS

A16.1 Components of this Agreement shall stand and prevail in the following order: Agreement over General Conditions; General Conditions over Statement of Services; Statement of Services over Basis of Compensation; Basis of Compensation over any appendices beyond Appendix C.

A16.2 If a "Request for Proposal" (RFP) and/or a proposal are appended to this Agreement, the components described in paragraph A16.1 shall stand and prevail over the proposal and the proposal over the RFP.

ARTICLE A17
ENDORSEMENT ON DOCUMENTS

A17.1 Endorsements and professional seals, if applicable, must be included on all final drawings, specifications, cost estimates and reports prepared by the CONTRACTOR. Preliminary copies of such documents submitted for review must have seals affixed without endorsement (signature).

ARTICLE A18
OWNERSHIP OF WORK PRODUCTS

A18.1 Work products produced under this Agreement, except items which have pre-existing copyrights, are the property of the CONTRACTING AGENCY. Payments to the CONTRACTOR for services hereunder include full compensation for all work products produced by the CONTRACTOR and its Subcontractors and the CONTRACTING AGENCY shall have royalty free non-exclusive and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use, such work products.

A18.2 Should the CONTRACTING AGENCY elect to reuse work products provided under this Agreement for other than the original project and/or purpose, the CONTRACTING AGENCY will indemnify the CONTRACTOR and its Subcontractors against any responsibilities or liabilities arising from such reuse. Additionally, any reuse of design drawings or specifications provided under this Agreement must be limited to conceptual or preliminary use for adaptation and the original CONTRACTOR's or Subcontractor's signature, professional seals and dates removed. Such reuse of drawings and specifications, which require professional seals and dates removed, will be signed, sealed and dated by the professional who is in direct supervisory control and responsible for all adaptation.

ARTICLE A19
SUBCONTRACTORS, SUCCESSORS AND ASSIGNS

A19.1 The CONTRACTING AGENCY must concur in the selection of any person or firm that may be engaged in performance of this Agreement to provide negotiable professional or technical services, products, etc., (vs. commodity items available to the general public in stores at market prices).

A19.2 If this Agreement includes named firms or individuals, then such firms or individuals shall be employed for the designated services, unless the Agreement is changed by Amendments.

A19.3 The CONTRACTOR shall not assign, sublet or transfer any interest in this Agreement without the prior written consent of the CONTRACTING AGENCY.

A19.4 The CONTRACTOR binds itself, its partners, its Subcontractors, assignees and legal representatives to this Agreement and to the successors, assignees and legal representatives of the CONTRACTING AGENCY with respect to all covenants of this Agreement.

A19.5 The CONTRACTOR shall include provisions appropriate to effectuate the purposes of this Appendix A in all subcontracts executed to perform services under this Agreement which may exceed a cost of \$25,000.

ARTICLE A20
CLAIMS AND DISPUTES

A20.1 If the CONTRACTOR becomes aware of any act or occurrence which may form the basis of a Claim by the CONTRACTOR for additional compensation or an extension of time for performance, or if any dispute arises regarding a question of fact or interpretation of this Agreement, the CONTRACTOR shall immediately inform the Contracts Officer. If the matter cannot be resolved within 7 days, the CONTRACTOR shall, within the next 14 days, submit an "Intent to Claim" in writing to the Contracts Officer.

A20.1.1 If the CONTRACTOR believes additional compensation is warranted, the CONTRACTOR shall immediately begin to keep and maintain complete, accurate and specific daily records concerning every detail of the potential Claim including actual costs incurred. The CONTRACTOR shall give the CONTRACTING AGENCY access to any such record and, when so requested, shall forthwith furnish the CONTRACTING AGENCY copies thereof.

A20.1.2 The Claim, if not resolved, shall be presented to the Contracting Officer, in writing, within 60 days following receipt of the "Intent to Claim". Receipt of the Claim will be acknowledged in writing by the Contracting Officer.

A20.1.3 The CONTRACTOR agrees that unless these written notices are provided, the CONTRACTOR will have no entitlement to additional time or compensation for such act, event or condition. The CONTRACTOR shall in any case continue diligent performance under this Agreement.

A20.2 The Claim shall specifically include the following:

A20.2.1 The act, event or condition giving rise to the Claim.

A20.2.2 The provisions of the Agreement which apply to the Claim and under which relief is provided.

A20.2.3 The item or items of project work affected and how they are affected.

A20.2.4 The specific relief requested, including Contract Time if applicable, and the basis upon which it was calculated.

A20.3 The Claim, in order to be valid, must not only show that the CONTRACTOR suffered damages or delay but that those conditions were actually a result of the act, event or condition complained of and that the Agreement provides entitlement to relief to the CONTRACTOR for such act, event, or condition.

A20.3.1 The CONTRACTING OFFICER reserves the right to make written requests to the CONTRACTOR at

any time for additional information which the CONTRACTOR may possess relative to the Claim. The CONTRACTOR agrees to provide the Contracting Officer such additional information within 30 days of receipt of such a request. Failure to furnish such additional information may be regarded as a waiver of the Claim.

A20.3.2 If the Claim is not resolved by Agreement within 90 days of its receipt, the Contracting Officer will issue a written decision to the CONTRACTOR.

A20.3.3 The CONTRACTOR shall certify that the Claim is made in good faith, that the supporting cost and pricing data are accurate and complete to the best of the CONTRACTOR's knowledge and belief, and that the amount requested accurately reflects the adjustment to the Agreement for which the CONTRACTOR believes the CONTRACTING AGENCY is liable.

A20.4 The CONTRACTOR will be furnished a written signed copy of the Contracting Officer's decision within 90 days, unless additional information is requested by the Contracting Officer. The Contracting Officer's decision is final unless, within 14 days of receipt of the decision, the CONTRACTOR delivers a written Notice of Appeal to the Commissioner designated on Page 2 of this Agreement.

A20.5 Procedures for appeals and hearings are covered under AS 36.30.625 and AS 36.30.630.

ARTICLE A21 EXTENT OF AGREEMENT

A21.1 This Agreement including appendices represents the entire and integrated Agreement between the CONTRACTING AGENCY and the CONTRACTOR and supersedes all prior negotiations, representations or Agreements, written or oral.

A21.2 Nothing contained herein may be deemed to create any contractual relationship between the CONTRACTING AGENCY and any Subcontractors or material suppliers; nor may anything contained herein be deemed to give any third party Claim or right of action against the CONTRACTING AGENCY or the CONTRACTOR which does not otherwise exist without this Agreement.

A21.3 This Agreement may be changed only by written Amendment executed by both the CONTRACTING AGENCY and the CONTRACTOR.

A21.4 All communications that affect this Agreement must be made or confirmed in writing and must be sent to the addresses designated in this Agreement.

A21.5 The CONTRACTOR on receiving final payment will execute a release, if required, in full of all Claims against the CONTRACTING AGENCY arising out of or by reason of the services and work products furnished and under this Agreement.

ARTICLE A22 TAXES

A22.1 As a condition of performance of this Agreement, the CONTRACTOR shall pay all Federal, State and Local taxes incurred by the CONTRACTOR and shall require their payment by any Subcontractor or any other persons in the performance of this Agreement.

ARTICLE A23 GOVERNING LAW

A23.1 This Agreement is governed by the laws of the State of Alaska and Federal and Local Laws and Ordinances applicable to the work performed. The CONTRACTOR shall be cognizant and shall at all times observe and comply with such laws which in any manner affect those engaged or employed in the performance, or which in any way affects the manner of performance, of this Agreement.

ARTICLE A24 FEDERAL AID CERTIFICATION (For Agreements exceeding \$100,000)

A24.1 The CONTRACTOR certifies, by executing this Agreement, to the best of his or her knowledge and belief, that:

A24.1.1 No federal appropriated funds have been paid or will be paid, by or on behalf of the CONTRACTOR, to any person for influencing or attempting to influence an officer or employees of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative Agreement, and at the extension, continuation, renewal, Amendment, or modification of any Federal contract, grant, loan, or cooperative Agreement.

A24.1.2 If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress in connection with this Federal contract, grant, loan, or cooperative Agreement, the undersigned shall complete and submit Standard Form LLL, Disclosure of Lobbying Activities, in accordance with its instructions. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

A24.2 This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code.

A24.3 The CONTRACTOR also agrees by executing this Agreement that the CONTRACTOR shall require that the language of this certification be included in all lower

tier subcontracts, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

ARTICLE A25 TRADE RESTRICTIONS

The CONTRACTOR or Subcontractor, by submission of an offer and/or execution of a contract, certifies that it:

- a. is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms published by the Office of the United States Trade Representative (USTR);
- b. Has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country on said list, or is owned or controlled directly or indirectly by one or more citizens or nationals of a foreign country on said list;
- c. Has not procured any product nor subcontracted for the supply of any product for use on the project that is produced in a foreign country on said list.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to a contractor or subcontractor who is unable to certify to the above. If the CONTRACTOR knowingly procures or subcontracts for the supply of any product or service of a foreign country on said list for use on the project, the Federal Aviation Administration may direct through the Sponsor cancellation of the contract at no cost to the Government.

Further, the CONTRACTOR agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in each contract and in all lower tier subcontracts. The CONTRACTOR may rely on the certification of a prospective subcontractor unless it has knowledge that the certification is erroneous.

The CONTRACTOR shall provide immediate written notice to the sponsor if the CONTRACTOR learns that its certification or that of a subcontractor was erroneous when submitted by reason of changed circumstances.

This certification is a material representation of fact upon which reliance was placed when making the award. If it is later determined that the CONTRACTOR or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration may direct through the Sponsor cancellation of the contract or subcontract for default at no cost to the Government.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally posed by

a prudent person in the ordinary course of business dealings.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

ARTICLE A26 SUSPENSION AND DEBARMENT

The bidder/offeror certifies, by submission of this proposal or acceptance of this contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. It further agrees by submitting this proposal that it will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts, and subcontracts. Where the bidder/offeror/contractor or any lower tier participant is unable to certify to this statement, it shall attach an explanation to this solicitation/ proposal.

ARTICLE A27 ADDITIONAL PROVISIONS

(Any deletion or modification of Articles A1 through A26 shall be approved "as to form" by the CONTRACTING AGENCY's legal section, acknowledged in writing, and attached as an Exhibit to this Appendix.)

A27.1 The CONTRACTOR shall comply, and ensure subcontractors comply, with the attached Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment per 2 CFR 200.216.

A27.2 The CONTRACTOR shall comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

A27.3 The CONTRACTOR shall comply with American and Iron Steel requirements mandated by Section 746 of Title VII of the Consolidated Appropriations Act of 2017 (Division A - Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act, 2017) and subsequent statutes mandating domestic preference, as applicable. This shall be referred to as AIS.

(1) The CONTRACTOR shall include costs of compliance with AIS in engineering fees (if appropriate) and in engineer's opinions of probable cost and associated revisions.

(2) The CONTRACTOR shall provide the CONTRACTING AGENCY an engineer's estimate that includes AIS compliant materials and a separate engineer's estimate that is not restricted to AIS compliant

components for the purposes of evaluating the additional financial burden of AIS compliance.

(3) For any AIS products specified by brand names in the plans and specifications, the CONTRACTOR shall obtain a manufacturer's certification letter (see Exhibit D) from the manufacturer to verify the products comply with AIS.

(4) The CONTRACTOR shall provide copies of Manufacturers' Certification letters (see Exhibit D) to the CONTRACTING AGENCY on any brand name iron and steel products along with the Plans and Specifications. Manufacturers' Certification Letters will be included in the Bidding Documents.

(5) The CONTRACTOR shall certify that plans and specifications comply with AIS (exhibit B).

(6) The CONTRACTOR shall review shop drawings and change orders to ensure compliance with AIS. For shops drawings under consideration for any brand name, equal and/or substitute, and any iron and steel products subject to AIS, the CONTRACTOR shall notify the CONTRACTING AGENCY of the need to obtain a manufacturers' certification letter (see Exhibit D) from the general contractor to verify the products comply with AIS.

(7) For any change order under consideration for any AIS products, the CONTRACTOR shall notify the CONTRACTING AGENCY of the need to obtain a manufacturer's certification letter (see Exhibit D) from

parties submitting the change proposal to ensure compliance with AIS.

A27.4 AIS General Requirements:

(1) The term "iron and steel products" means the following products made primarily of iron or steel: lined or unlined pipes and fittings, manhole covers and other municipal castings, hydrants, tanks, flanges, pipe clamps and restraints, valves, structural steel, reinforced precast concrete, and construction materials. The de minimis and minor components waiver {add project specific waivers as applicable} apply to this contract.

(2) The CONTRACTING AGENCY is ultimately responsible for compliance with and will be responsible for the following:

- a) Signing change orders and partial payment estimates and thereby acknowledging responsibility for compliance with AIS requirements.
- b) Obtaining the certification letters from the CONTRACTOR upon substantial completion of the project and maintaining this documentation for the life of the project.
- c) Including AIS clauses in the procurement contracts and obtaining manufacturers' certification letters for iron and steel products when those products are procured directly by the CONTRACTING AGENCY.

ENGINEER'S CERTIFICATION OF COMPLIANCE WITH PROVISIONS OF THE AMERICAN IRON AND STEEL REQUIREMENTS OF SECTION 746 OF TITLE VII OF THE CONSOLIDATED APPROPRIATIONS ACT OF 2017 (DIVISION A - AGRICULTURE, RURAL DEVELOPMENT, FOOD AND DRUG ADMINISTRATION, AND RELATED AGENCIES APPROPRIATIONS ACT, 2017) AND SUBSEQUENT STATUTES MANDATING DOMESTIC PREFERENCE

DATE:

RE: PROJECT NAME
APPLICANT
CONTRACT NUMBER

I hereby certify that to the best of my knowledge and belief all iron and steel products referenced in the Plans, Specifications, and Bidding Documents for this project comply with Section 746 of Title VII of the Consolidated Appropriations Act of 2017 (Division A - Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act, 2017) and subsequent statutes mandating domestic preference or are the subject of a waiver approved by the Secretary of Agriculture or designee. This certification is not intended to be a warranty in any way, but rather the designer's professional opinion that to the best of their knowledge the documents comply.

I hereby commit that to the best of my ability all iron and steel products that will be referenced in the Bid Addenda, Executed Contracts, and Change Orders will comply with Section 746 of Title VII of the Consolidated Appropriations Act of 2017 (Division A - Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act, 2017) and subsequent statutes mandating domestic preference or will be the subject of a waiver approved by the Secretary of Agriculture or designee.

Name of Engineering Firm (PRINT)

By Authorized Representative (SIGNATURE)

Title

This letter is to be submitted prior to Agency authorization of Advertisement for Bids.

EXAMPLE OF A MANUFACTURER'S CERTIFICATION LETTER OF COMPLIANCE WITH PROVISIONS OF THE AMERICAN IRON AND STEEL (AIS) REQUIREMENTS OF SECTION 746 OF TITLE VII OF THE CONSOLIDATED APPROPRIATIONS ACT OF 2017 (DIVISION A - AGRICULTURE, RURAL DEVELOPMENT, FOOD AND DRUG ADMINISTRATION, AND RELATED AGENCIES APPROPRIATIONS ACT, 2017) AND SUBSEQUENT STATUTES MANDATING DOMESTIC PREFERENCE

Date:

Company Name:

Company Address:

Subject: AIS Step Certification for Project (X), Owner's Name, and Contract Number

I, (company representative), certify that the (melting, bending, galvanizing, cutting, etc.) processes for (manufacturing or fabricating) the following products and/or material shipped or provided for the subject project is in full compliance with the AIS requirement as mandated by Section 746 of Title VII of the Consolidated Appropriations Act of 2017 (Division A - Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act, 2017) and subsequent statutes mandating domestic preference.

Item, Products and/or Materials, and location of delivery (City, State):

- 1.
- 2.

Such processes for AIS took place at the following location:

(City, State)

This certification is to be submitted upon request to interested parties (e.g. municipalities, consulting engineers, general contractors, etc.)

If any of the above compliance statements change while providing materials to this project, please immediately notify the person(s) who is requesting to use your product(s).

Authorized Company Representative Signature

(Note: *Authorized signature shall be manufacturer's representative not the material distributor or supplier*)

Design Review, Planning, Environmental, and Vulnerability Assessment and Emergency Response Plan Development Services

Article B1 Administrative Requirements

1.1 General

The contractor shall provide services as identified and authorized by sequentially numbered Notice to Proceeds (NTP). The contractor shall not perform services or incur billable expense except as authorized by a NTP.

1.2 Minimum Qualifications

In order for offers to be considered responsive, offerors must meet the following minimum qualification requirements. Offerors must state in their cover letter that they meet these requirements. The department may request the offeror to provide evidence acceptable to the department that the offeror meets the following minimum qualifications.

1. The offeror shall have authored and completed a minimum of 2 Planning Documents for drinking water systems within the past 5 years of the RFP publish date.
2. The offeror shall have authored and completed a minimum of 2 Planning Documents for wastewater systems within the past 5 years of the RFP publish date.
3. The offeror's project manager shall hold an active State of Alaska Professional license. The Professional license Type shall be a Registered Professional Civil or Environmental Engineer.
4. The offeror shall have experience working in any of the communities served by Village Safe Water or the Alaska Native Tribal Corporation (ANTHC) as listed in the attached Community Water Sewer Improvements Contact List spreadsheet. Experience shall include engineering services for water or wastewater infrastructure.

An offeror's failure to meet these minimum prior experience requirements will cause their proposal to be considered non-responsive and rejected.

1.3 Project Staff

All services must be performed by or under the direct supervision of the following individuals. Replacement of, or addition to, the Project Staff named below shall be accomplished only by prior written approval from the department:

Name

Project Responsibilities

1.4 Definitions and Project Responsibility

The department's project manager or designee shall be the contractor's main point of contact. The contractor shall not deal directly with the subsequent construction contractor without the project manager's approval.

Department or Contracting Agency	Village Safe Water (VSW) Program
Contractor	Selected Design Contractor
Project Manager	Village Safe Water Engineer
Construction Contractor	Subsequent Construction Contractor

1.5 Project Location and Travel

Project location and travel will be specified in the solicitation(s) issued to the subsequent term contractors. Travel shall be in accordance with the State's travel policies [AAM 60 Travel](#).

1.6 General Standards

The contractor shall perform all services in accordance with applicable codes, regulations and standards, professional practice procedures, and commonly recognized construction methods. The contractor shall consider the geographical location, intent of the project and any site specific constraints when performing work.

1.7 Unit of Measure

The contractor shall use U.S. Customary units of measure throughout the project.

1.8 Professional Registration

All reports, plans, specification, estimates and similar work products provided by the contractor shall be prepared by or under the supervision of the Registered Alaskan Engineer or Architect in responsible charge for the services. These Engineers or Architects shall be currently registered in the State of Alaska and they shall sign, seal and certify as to the accuracy of each final work product for which they are responsible.

1.9 Billing Reports

The contractor shall provide a two-page (typical) report with each monthly billing for months in which services are performed. The report shall specifically describe the services and other items for which the billing is submitted, and shall estimate the percent the services are complete. Any delayed costs from previous billing periods that are included in the current billing must be clearly explained in the report.

1.10 Correspondence

All correspondence prepared by the contractor shall bear the department's assigned project name and numbers (State and Federal).

1.11 Documents and Reports

Documents and Reports shall be printed with solid black letters that are double spaced on white, 8.5 inch x 11 inch bond or "Xerox Copy" paper. Other size paper may be used for illustrations if they are folded to 8.5 inch x 11-inch size. Original documents and reports shall be printed on one side of the paper only and shall be ready for copying. Documents and reports shall have no black and white photographs, color photographs, or multicolored graphics except as specifically approved by the Contracting Agency. Original, camera ready, copies of final documents and reports shall be submitted to the Contracting Agency for a check before printing. All documents shall be provided free of grammatical and spelling errors and using generally accepted formatting practices for professional writing.

1.12 Copies

When the Contract calls for multiple copies of documents or reports, the copies shall be printed on both sides of the paper. However, the cover and pages with approved illustrations, multicolored graphics, or photographs shall be printed on one side of the page only. All copies - except for originals - shall be bound.

1.13 Page Numbers

All documents shall be page numbered to allow every major Section, Chapter, Appendix, etc., to begin on a "right hand," odd numbered page.

1.14 Covers

The cover of all documents and reports shall include the following information:

- a. Name of document or report
- b. Date
- c. Indicate whether draft or final
- d. Project Name
- e. State and Federal Project Number(s)
- f. Prepared for: Department of Environmental Conservation, Village Safe Water Program
- g. Prepared by:
- h. Map and/or picture of project area

1.15 Contractor Name on Plan Sheets and Documents

No contractor logos shall be allowed on any electronic or hard copy document produced for the department. The contractor company name shall be included in the box above or below the engineer's seal on each plan sheet. Documents produced for the department shall include the contractor's company name at the bottom right of the first page, cover sheet or title sheet only. Contractor letterhead shall be allowed only as exhibits in document appendices. The contractor name shall be in the same font as other lettering on the plan sheet or document, shall be 1/16" or less in height on 11"x17" plan sheets, and shall be in the following format:

PLANS DEVELOPED BY:
COMPANY NAME
ADDRESS
TELEPHONE NO.
CERTIFICATION OF AUTHORIZATION NO.

1.16 Plans, Maps, and Plats

Plans, Maps, and Plats shall be submitted with solid black ink on 11 x 17 inch bond paper. Submit final drawings on 11 x 17 inch bond paper and in PDF format.

1.17 Digital Copies

The department uses Microsoft Windows (Word, Excel) and AutoCAD Civil 3D 2016 software. The contractor shall submit all digital files in formats fully compatible with the department's software. Formal submittals shall be via [ZendTo](#) or as approved by the department. Provide informal digital submittals as approved by the department.

1.18 Drafting

Design submittal plan sets shall be provided as PDF. The 100% drawings shall be submitted in either Autocad, current format, or DXF format to the department as a resource file. All submissions shall include the Autocad drawing files, or DXF drawing files, on a thumb drive or via ZendTo.

1.19 Specifications and Estimates

Specifications and Estimates shall be submitted with solid black letters that are double spaced on white, 8.5 inch x 11-inch bond or "Xerox Copy" paper. They shall be printed on one side of the paper only and shall be ready for copying. Specifications and estimates shall contain no graphics and no photographs except as specifically approved by the Contracting Agency. All Specifications shall also be submitted via ZendTo or on thumb drive as document files for Microsoft Word current edition. It is the contractor's responsibility to ensure all document files are virus free.

1.20 Revisions

The contractor shall modify work products in response to direction from the Contracting Agency. Corrections, adjustments, or modifications necessitated by the review/approval process, but which do not substantially affect the scope, complexity, or character of the services, shall be considered a normal part of the contractor's services.

1.21 Errors and Omissions

Except as described in this Statement of Services, work products shall be essentially complete when submitted to the Contracting Agency. Work products having significant errors or omissions will not be accepted until such problems are corrected.

1.22 Review Meetings

Following each review the Contracting Agency will provide written comments and may hold a meeting to discuss the issues. The contractor's personnel who are in-responsible-charge for the work products under review shall attend the meeting and they may be asked to interpret and provide explanations of the content.

1.23 Comment Resolution

The contractor shall provide a written response with subsequent submittals that address all written and oral comments from the Contracting Agency. All changes from previous submittals shall be clearly explained.

1.24 Reproduction and Distribution

When the contract requires only the original or only one copy of a work product to be delivered, the Contracting Agency will reproduce and distribute any other copies required. Items delivered for reproduction shall be organized and camera ready for copying and not stapled or otherwise bound.

1.25 Engineer Estimate

The contractor shall provide their best construction estimate for each design phase. The contractor shall not release any information pertinent to the engineer's estimate without the prior written authorization by the department's project manager.

For projects that are required by funding conditions to comply with American Iron and Steel (AIS) requirements, the contractor shall prepare one cost estimate based on materials that comply with AIS and one cost estimate that is not restricted to AIS compliant materials.

1.26 Cost Effective Design

When developing the design, the contractor shall advise the department of any cost effective solutions such as minimum or desirable design criteria.

1.27 Specifications

The contractor shall not specify sole source materials unless the department first obtains a sole source approval. The contractor shall not specify brand name materials unless a minimum of three (3) are named, and if "Department approved equivalent" is used, specify the criteria for judging equivalence.

1.28 Method of Award

In accordance with 2 AAC 12.920, the department has determined multiple awards are needed to ensure adequate delivery of services. Up to six contracts may be awarded to the highest ranked offerors in accordance with RFP Part C Evaluation Criteria.

1.29 Term Contract Solicitation Method

Services resulting from this RFP will be solicited on an as-needed basis to the term contractors by an Informal Request for Proposal (IRFP) process that will result in individual Notice to Proceeds (NTP). Each IRFP will include a scope of work and a NTP will be issued to a term contractor. The department will solicit, evaluate proposals, and make award in a manner similar to the processes described in this RFP. The department may choose to use different evaluation criteria for each IRFP such as but not limited to price and past performance.

1.30 Performance Evaluation

The department will evaluate contractor performance during the contract term. The department may use past performance as an evaluation factor when evaluating IRFPs solicited to term contractors, and for overall performance of the term contract.

NTP Evaluation:

- a. The department will conduct a Performance Evaluation when each NTP is completed and will provide a copy to the contractor.
- b. The department will rate the contractor based on the attached Performance Evaluation form.
- c. The department will assign numerical ratings for each criterion for a total numerical score. The fixed maximum total points are 20 for the Performance Evaluation form.
- d. The department will add the total scores of all Performance Evaluations conducted under the term contract divided by the number of Performance Evaluations conducted to identify the contractor's average Performance Evaluation score.
- e. Only one Performance Evaluation will be conducted for each NTP.
- f. The contractor's average score will be the score used when evaluating proposals submitted under term contracts.
- g. Since contractors cannot have a Performance Evaluation score prior to receiving their first NTP and Performance Evaluation, all contractors will start with an initial median score (10 points) allowed by the Performance Evaluation form until a Performance Evaluation can be conducted. The initial median score will not be factored into d. above.
- h. IRFPs will include a Performance Evaluation criteria. Each IRFP may weigh the Performance Evaluation differently. The department will multiply the maximum points allowed by the Performance Evaluation (20) by a criteria factor ($\pm 0.5, 0.10, 1.5, 2.0$, etcetera) to determine the Performance Evaluation criteria IRFP weight. During the proposal evaluation process the department will calculate the term contractor's average Performance Evaluation score then multiplied by the same criteria factor to determine the term contractor's score for that evaluation criteria.

Example:

Criteria Factor:	1.5
Fixed Total Points for each Performance Evaluation:	20
Performance Evaluation criteria IRFP weight (20 X 1.5):	30
Contractor's average Performance Evaluation score:	18
Contractor's Performance Evaluation criteria score (18 X 1.5):	27

For this example, the term contractor receives 27 points out of 30 available points for this IRFP Performance Evaluation criteria example. All IRFPs will have a maximum of 100 evaluation criteria points. For this example, there are 70 points that will be attributed to other evaluation criteria.

Term Contract Evaluation:

- a. The department will conduct an annual Performance Evaluation at the end of each contract term and will provide a copy to the contractor.
- b. The department will rate the contractor based on the attached Performance Evaluation form.
- c. The department will assign numerical ratings for each criterion for a total numerical score.
- d. At the end of the contract the department will add the total scores of all Performance Evaluations conducted under the contract divided by how many Performance Evaluations have been conducted to identify the contractors average Performance Evaluation score.
- e. The RFP allows for up to 5 contract terms, only 1 annual Performance Evaluation will be performed, for a total of up to 5 Performance Evaluations.
- f. The department will use the contractor's average score if the department includes past performance as an evaluation criterion if the department resolicits for these services. The department may evaluate other past performance criteria as well.

1.31 Exclusions

A contractor shall not provide Task 1 Plan Review services on a design if the Designer of Record is employed by the contractor. A contractor may provide Plan Review services on a design that a Designer of Record provided while working

for the contractor, if the Designer of Record is not employed by the contractor during time beginning at the IRFP solicitation through the end of the NTP.

1.32 Order of Precedence

In case of a conflict among documents, the following order of precedence shall govern the resolution:

First – Professional Service Agreement (PSA) Term Contracts

Second – Individual IRFP and NTP

Third – This Request for Proposal and any amendments

Fourth – Offeror's proposal in response to this RFP

Fifth – Offeror's proposals submitted under their term contract

1.33 Contract Term

The length of the term contracts will be from date of award, approximately June 1, 2022 through May 31, 2023 with four (4) – one (1) year renewal options to be exercised at the State's sole discretion. If the approximate award date is delayed, then the department may shift the below dates accordingly.

Initial term: June 1, 2022 – May 31, 2023

Renewal term: June 1, 2023 – May 31, 2024

Renewal term: June 1, 2024 – May 31, 2025

Renewal term: June 1, 2025 – May 31, 2026

Renewal term: June 1, 2026 – May 31, 2027

Individual NTP issued under term contracts will specify deliverable dates. When a contractor's term contract expires, they are obligated to complete services under any active NTP that were issued under their term contract, unless otherwise notified in writing by the VSW procurement officer.

Unless otherwise provided in this RFP, the State and the successful offeror/contractor agree that: (1) that any extension of the contract excluding any exercised renewal options, will be considered as a month-to-month extension, and all other terms and conditions shall remain in full force and effect and (2) the procurement officer will provide notice to the contractor of the intent to cancel such month-to-month extension at least 30 days before the desired date of cancellation. A month-to-month extension may only be executed by the procurement officer via a written contract amendment.

1.34 Nondisclosure and Confidentiality

Contractor agrees that all confidential information shall be used only for purposes of providing the deliverables and performing the services specified herein and shall not disseminate or allow dissemination of confidential information except as provided for in this section. The contractor shall hold as confidential and will use reasonable care (including both facility physical security and electronic security) to prevent unauthorized access by, storage, disclosure, publication, dissemination to and/or use by third parties of, the confidential information. "Reasonable care" means compliance by the contractor with all applicable federal and state law, including the Social Security Act and HIPAA. The contractor must promptly notify the state in writing if it becomes aware of any storage, disclosure, loss, unauthorized access to or use of the confidential information.

Confidential information, as used herein, means any data, files, software, information or materials (whether prepared by the state or its agents or advisors) in oral, electronic, tangible or intangible form and however stored, compiled or memorialized that is classified confidential as defined by State of Alaska classification and categorization guidelines provided by the state to the contractor or a contractor agent or otherwise made available to the contractor or a contractor agent in connection with this contract, or acquired, obtained or learned by the contractor or a contractor agent in the performance of this contract. Examples of confidential information include, but are not limited to: technology infrastructure, architecture, financial data, trade secrets, equipment specifications, user lists, passwords, research data, and technology data (infrastructure, architecture, operating systems, security tools, IP addresses, etc).

Additional information that the contractor shall hold as confidential during the performance of services under this contract include:

- Vulnerability Assessments
- Emergency Response Plans

If confidential information is requested to be disclosed by the contractor pursuant to a request received by a third party and such disclosure of the confidential information is required under applicable state or federal law, regulation, governmental or regulatory authority, the contractor may disclose the confidential information after providing the state with written notice of the requested disclosure (to the extent such notice to the state is permitted by applicable law) and giving the state opportunity to review the request. If the contractor receives no objection from the state, it may release the confidential information within 30 days. Notice of the requested disclosure of confidential information by the contractor must be provided

to the state within a reasonable time after the contractor's receipt of notice of the requested disclosure and, upon request of the state, shall seek to obtain legal protection from the release of the confidential information.

The following information shall not be considered confidential information: information previously known to be public information when received from the other party; information freely available to the general public; information which now is or hereafter becomes publicly known by other than a breach of confidentiality hereof; or information which is disclosed by a party pursuant to subpoena or other legal process and which as a result becomes lawfully obtainable by the general public.

ARTICLE B2

SCOPE OF SERVICE

2.1 Background

VSW has identified reoccurring architect and engineering (A/E) services that generally follow similar guidelines. In order to streamline the process, the department has entered into term contracts with various A/E contractors. The department is issuing a Request for Proposal to in an effort to establish new term contracts.

VSW has adopted design review procedures which standardize the review process for VSW managed sanitation facilities projects. The goal of these procedures is to construct high quality sustainable sanitation facilities for communities in rural Alaska with minimal environmental impacts.

VSW has many community projects in various phases of completion, including planning, design and construction. Several of the project in the design phase are multi-discipline designs. To achieve the goal mentioned above, additional discipline reviews are necessary to assist VSW with a comprehensive review of all sheets in the plan set.

VSW develops Preliminary Engineering Reports (PER) and Environmental Reviews (ER) on behalf of communities seeking to qualify for Environmental Protection Agency, U.S. Department of Agriculture/Rural Development (USDA/RD), and Indian Health Service funding. Generally, a PER is limited in scope to a given project identified in the course of community's sanitation planning. The scope of this solicitation does not include community master plans or feasibility studies; however, in some instances a reduced planning document such as a technical memorandum or PER Lite will be required.

National Environmental Policy Act mandates that VSW conduct environmental review of projects. VSW often completes ER checklists resulting in findings of categorical exclusion, although some projects do require completion of Environmental Assessments or Environmental Impact Statement and associated environmental permitting.

Additionally, some VSW administered construction projects require the development of, or updates to, a community's Vulnerability Assessment (VA) and Emergency Response Plan (ERP). VAs are documents that can be used by water and wastewater systems as tools for assessing risk and resilience of their utilities. VAs identify critical assets, threats to those assets, and identify cost-effective measures to reduce those risks. ERPs describe strategies, resources, plans, and procedures utilities can use to prepare for and respond to an incident, natural or man-made, that threatens life, property, or the environment. Incidents can range from small main breaks or localized flooding to large scale hurricanes, earthquakes or system contamination, among other examples.

2.2 Scope of Work

The State of Alaska, Department of Environmental Conservation, Village Safe Water Program is requesting proposals for the following architect/engineering (A/E) services that will result in multi-award, non-mandatory term contracts. The department does not guarantee a minimum amount of service and the department may solicit for any of the following tasks outside of this contract.

- a. Task 1 – Plan Review: Plan review includes development of written review comments using VSW's attached design review form and any subsequent replies to the designer's responses. For reviews other than plans and specifications, a written report may be required. The A/E design review services scope includes review and comment of force account and bid ready plans and specifications submitted by others on water and wastewater capital projects.

Depending on the composition of the plans and specifications, one or more discipline reviews will be requested. The scope of work may include additional services to review and comment on other design related documents. The design review services will include the following A/E disciplines:

- Architecture
- Engineering
 - Civil
 - Mechanical
 - Electrical
 - Structural
 - Geotechnical
 - Environmental

Design review deliverables include review comments in a digital format for each phase of the review assigned to the contractor, a meeting with VSW to clarify any comments, and a meeting with, or a review of responses from, the designer regarding the comments. Plan Review shall include some or all of the following deliverables:

Task 1 – Plan Review Deliverables:

- Design Memo(s) Review
- 35% and Design Analysis Report Review
- 65% Review
- 95% Review
- Final Plan Review

- b. Task 2 – Planning Documents: Planning documents will consist of a Preliminary Engineering Report (PER), PER Lite, or a Technical Memorandum. The scope of work for development of a planning document includes performing limited investigation from materials made available by VSW and drafting a planning document. PERs will be developed in the format established in the Interagency Memorandum dated January 16, 2013 and available at: <https://www.epa.gov/sites/default/files/2015-07/documents/preliminary-engineering-report-508.pdf>. The planning document presents the evaluation of alternatives and findings for a given sanitary capital improvement, including a no action alternative. For each alternative evaluated, the PER must include a cost estimate that incorporates the conditions of American Iron and Steel (AIS) requirements for all materials, and a separate cost estimate that does not consider AIS requirements. AIS requirements are established in Section 746 of Title VII of the Consolidated Appropriations Act of 2017 (Division A – Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Action, 2017). Rural Utility Service Bulletin 1780-35 provides further guidance. The Bulletin is available at: https://www.rd.usda.gov/sites/default/files/UWP_Bulletin_1780-35.pdf.

All Planning documents are subject to review by the Multi-Agency Review Committee (Committee), comprised of representatives from state and federal funding agencies, as well as ADEC programs that perform plan review for sanitation improvement projects and/or have regulatory oversight of drinking water, wastewater, and solid waste facilities. Further, approval of the planning document by the Committee is an eligibility requirement for grants funding of the improvement project defined by the document. Revisions based on the Committee's comments, as well as other comments provided by the VSW project manager, shall be incorporated into the planning document at the next submittal. Planning scope of work includes the following deliverables:

Task 2 – Planning Deliverables:

- Alternatives Memo
- 65% Draft
- 95% Draft
- Final PER, PER Lite, or Technical Memorandum
- Responses to comments at each stage

- c. Task 3 – Environmental Reviews: The scope of Environmental Review (ER) services will include completion of a checklist in association with a planning project. A draft checklist is attached for reference. In some instances, based on the results of the checklist, a funded construction project will require development of an Environmental Assessment or Environmental Impact Statement. Special disciplines may occasionally include archeology and contaminated sites assessment. Scope of the ER will be defined in the course of a particular project. Scope may include some of the following:

- ER checklist
- Draft environmental assessment (the finding shall be by the department)
- U.S. Army Corp of Engineers permits
- Fish habitat permits
- U.S. Fish & Wildlife consultations, and
- Preparation of Notice of Intent/Storm Water Pollution Prevention Plan (SWPPP)

Task 3 – ER Deliverables: Deliverables for Environmental Review work include some or all of the following:

- Complete ER checklist
- Complete Environmental Assessment
- Complete Environmental Impact Statement
- Complete Notice of Intent/SWPPP
- Approved and issued environmental permits

- d. Task 4 – Vulnerability Assessments (VA) and Emergency Response Plans (ERP): VAs and ERPs are required by federal funding agencies for some sanitation infrastructure construction projects. New or revised VAs and ERPs shall be completed for a community's water and/or sewer infrastructure. Guidance for developing or updating ERPs is available at <https://www.epa.gov/waterutilityresponse/develop-or-update-emergency-response-plan>. Guidance for conducting a Vulnerability Assessment is available at: <https://www.epa.gov/waterriskassessment/conduct-drinking-water-or-wastewater-utility-risk-assessment>. A variety of templates are also available through technical assistance providers such as the National Rural Water Association and the Rural Community Assistance

Partnership.

The contractor must provide the community with a complete copy of the final VA and ERP. The contractor shall provide certification to the department that the community has received the final VA or ERP in the form of a Certification of Community Receipt (CCR) signed and dated by the contractor and a lead community official. Due to their potentially sensitive content, copies of the complete VAs and ERPs shall not be provided to the department. The contractor shall take necessary steps to protect the confidentiality of the VAs and ERPs, which may contain sensitive information about the sanitation infrastructure and associated vulnerabilities. See section 1.34 Nondisclosure and Confidentiality.

Task 4 – VA and ERP Deliverables:

- Certification of completion for Final VA
- Certification of completion for Final ERP
- CCR

INDEMNIFICATION AND INSURANCE

Appendix D in Professional Services Agreements

PSA No:22-VSW-VAR-002
Federal Project No:
Date Prepared:

CONTRACTOR shall include the provisions of this form in all subcontracts that exceed \$25,000 and shall ensure Subcontractor's compliance with such provisions.

ARTICLE D1 INDEMNIFICATION

D1.1 The CONTRACTOR shall indemnify, hold harmless, and defend the CONTRACTING AGENCY from and against any claim of, or liability for negligent acts, errors or omissions of the CONTRACTOR under this Agreement. The CONTRACTOR shall not be required to indemnify the CONTRACTING AGENCY for a claim of, or liability for, the independent negligence of the CONTRACTING AGENCY. If there is a claim of, or liability for, the joint negligent error or omission of the CONTRACTOR and the independent negligence of the CONTRACTING AGENCY, the indemnification and hold harmless obligation shall be apportioned on a comparative fault basis. "CONTRACTOR" and "CONTRACTING AGENCY", as used within this article, include the employees, agents and other contractors who are directly responsible, respectively, to each. The term "Independent Negligence" is negligence other than in the CONTRACTING AGENCY's selection, administration, monitoring, or controlling of the CONTRACTOR and in approving or accepting the CONTRACTOR's Work.

D1.2 The CONTRACTOR shall exercise that degree of skill, care and judgment commensurate with the professional standards for the services of a similar nature. When such standards are in dispute, they shall be established by a panel of three qualified, impartial professionals objectively selected and appointed by the Appeals Officer.

D1.3 The CONTRACTOR shall correct, through re-performance at its expense, any services which are deficient or defective because of the CONTRACTOR's failure to perform said services in accordance with professional standards, provided the CONTRACTING AGENCY has notified the CONTRACTOR in writing within a reasonable time, not to exceed 60 days, of the discovery of any such deficiency during the performance of the services and within 12 months of the date of final payment under this Agreement.

ARTICLE D2 INSURANCE

D2.1 Without limiting the CONTRACTOR's indemnification, it is agreed that CONTRACTOR shall purchase at its own expense and maintain in force at all times for the duration of this Agreement, plus one year

following the date of final payment, the following policies of insurance. Where specific limits are shown, it is understood that they shall be the minimum acceptable limits. If the CONTRACTOR's policy contains higher limits, the CONTRACTING AGENCY shall be entitled to coverage to the extent of such higher limits. Certificates of insurance must be furnished to the CONTRACTING AGENCY and incorporated into this Agreement with copies attached to this document. Certificates must provide for the CONTRACTING AGENCY to receive notice of any policy cancellation or reduction per AS 21.36 Sections 210-310. Failure to furnish certificates of insurance or lapse of the policy is a material breach and grounds for termination of the CONTRACTOR's services and may preclude other Agreements between the CONTRACTOR and the CONTRACTING AGENCY.

D2.1.1 Worker's Compensation Insurance: The CONTRACTOR shall provide and maintain, for all employees engaged in work under this Agreement, coverage as required by AS 23.30.045, and; where applicable, any other statutory obligations including but not limited to Federal USL&H and Jones Act requirements. The policy(s) must waive subrogation against the State of Alaska.

D2.1.2 Commercial General Liability Insurance: Such policy shall have **minimum** coverage limits of \$300,000 combined single limit per occurrence, covering all business premises and operations used by the Contractor in the performance of services under this agreement. The policy shall be written on an "occurrence" form and shall not be written as a "claims-made" form unless specifically reviewed and agreed to by the CONTRACTING AGENCY.

D2.1.3 Comprehensive Automobile Liability Insurance: Such policy shall have **minimum** coverage of \$300,000 combined single limit per occurrence covering all vehicles used by the Contractor in the performance of services under this agreement.

D2.1.4 Professional Liability (E&O) Insurance: Covering all negligent errors or omissions, and negligent acts, which the CONTRACTOR, Subcontractor or anyone directly or indirectly employed by them, make in the performance of this Agreement which result in financial loss to the State of Alaska. Limits required are per the following schedule:

MINIMUM LIMITS OF E&O INSURANCE

Contract Amount	Combined Single Limit, Per Occurrence & Annual Aggregate
Under \$25,000	As Available
\$25,000 to \$100,000	\$300,000
\$100,000 to \$499,999	\$500,000
\$500,000 to \$999,000	\$1,000,000
\$1,000,000 and over	Negotiable

D2.1.5 Professional Liability Insurance required for this Agreement is \$

ARTICLE D3**MODIFICATION OF INSURANCE REQUIREMENTS**

(Article D3 is completed only when some of the standard insurance coverages are not applicable.)

CONTRACTOR RELATED MODIFICATIONS

- D3.1 ☐ **Workers Compensation Insurance** is not required because the CONTRACTOR is an Independent Contractor, Sole Proprietor or Self-Employed Person having no employees in any sense of AS 23.30.045.
- D3.2 ☐ **Comprehensive or Commercial General Liability Insurance** is not required because the general public and clients do not have any business access to a place of business or home office maintained by the CONTRACTOR.
- D3.3 ☐ **Comprehensive Automobile Liability Insurance** is not required because only public transportation, or a rented passenger vehicle with business use insurance, will be used to accomplish requirements of this Agreement.

PROJECT RELATED MODIFICATIONS FOR E&O COVERAGE

When services may apply to fire, life safety or structural aspects and/or wherever the services should safeguard life, limb, health or property, Professional Liability Insurance shall be required.

(E&O Coverage may be waived only if it was specifically not required within the solicitation for proposals.)

- D3.4 ☐ **Professional Liability (E&O) Insurance** is not required because: 1) the CONTRACTING AGENCY's use of the services or Work products obtained from the CONTRACTOR will not result in significant exposure to any third party claims for loss or damage; and 2), the CONTRACTOR services will not apply to any construction, alteration, demolition, repair or direct use of any highway, airport, harbor, building or other structure.
- D3.5 ☐ **Professional Liability (E&O) Insurance** is not required because this Agreement is for one of the following applicable (*checked*) services for which E&O coverage is not needed:
- ☐ Right-of-Way Fee Appraisals
 - ☐ Photogrammetric Mapping Services
 - ☐ Architectural/Engineering review of Construction Bid Documents wherein design responsibility clearly remains with the designer of record.

OTHER BASIS FOR MODIFICATIONS

(Requires written concurrence from Division of Risk Management)

- D3.6 ☐ Attached Exhibit D-1 identifies and provides justification for insurance modifications.

Above *checked* modifications of the insurance requirements specified in Article D2 are hereby approved:

CONTRACTING OFFICER

Signature: _____ Date: _____
 Name: _____
 Title: _____

CERTIFICATION OF COMPLIANCE

APPENDIX E

PSA No:22-VSW-VAR-002

Federal Project No:

Date Prepared:

Contractor and all Subcontractors shall comply with the following applicable requirements:

1. For Procurements over the Small Procurement Limits, **Alaska Business License** (Form 08-070 issued under AS 43.70) at the time designated for award as required by AS 36.30.210(e) for Contractor and all Subcontractors.
2. **Certificate of Registration** for each individual to be in "responsible charge" (AS 08.48.341(14)) for Architecture, Engineering, Land Surveying or Landscape Architecture (Form 08-2407 issued under AS 08.48.211) issued prior to submittal of proposal. Associates, consultants, or specialists under the supervision of a registered individual in "responsible charge" are exempt from registration requirements (AS 08.48.331).
3. **Certificate of Incorporation (Alaska firms) or Certificate of Authorization** for Foreign Firm ("Out-of-State" firms). All corporations, regardless of type of services provided, must have one of the certificates (AS 10.06.218 and other sections of Title 10.06 - Alaska Corporations Code).
4. **Current Board of Director's Resolution** for incorporated Contractors and incorporated Subcontractors for Architecture, Engineering, Land Surveying, or Landscape Architecture (AS 08.48.241), which names the person(s) designated in "responsible charge" for each discipline. Such persons shall be licensed in Alaska and shall participate as project staff in the Contract / Subcontracts.

5. **Corporations, limited liability companies, and limited liability partnerships** shall have a valid Certificate of Authorization under 08.48.241 prior to award.
6. **All partners** in a Partnership to provide Architecture, Engineering, Land Surveying, or Landscape Architecture **must be legally registered in Alaska** prior to submittal of proposal for at least one of those disciplines (AS 08.48.251) that the Partnership offers.
7. **Joint Ventures**, regardless of type of services provided, must be licensed/registered in the legal name of the Joint Venture as used in this proposal (AS 43.70.020 and 43.70.110(4)).
8. The Contractor certifies that firms or individuals **debarred or suspended by the Department, State or Federal agencies** are not employed or subcontracted under this Professional Services Agreement.

The Contractor will ensure that it and all Subcontractors have insurance coverage to effectuate the requirements of Appendix D, "Indemnification and Insurance", DOT&PF Form 25A269, as prepared for this Agreement.

I certify that I am a duly authorized representative of the Contractor and that the above requirements will be complied with in full. This certification is a material representation of fact upon which reliance will be placed if the proposed contract is awarded.

Signature

Date

Name

Title

For information about licensing, Offerors may contact the Alaska Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing at P.O. Box 110806, Juneau, AK 99811-0806, or at Telephone (907) 465-2550, or at Internet address: <http://www.commerce.alaska.gov/web/cbpl/home.aspx>.

COMPENSATION

APPENDIX C EXHIBIT C-1, METHOD(S) OF PAYMENT

PSA No: 22-VSW-VAR-002
Federal Project No: N/A
Date Prepared:

1. Individual Notice to Proceeds will identify how payments will be made in accordance with Article A7 (Basic Agreement), Articles C1 - C9 (Appendix C), the following, and the applicable discussions of Methods of Payment presented below. The rates identified in

<u>CONTRACTOR & SUBCONTRACTORS</u>	<u>SUBCONTRACTOR TO: (FIRM)</u>	<u>METHOD OF PAYMENT</u>	<u>ESTIMATED COST</u>	<u>FEE</u>	<u>ESTIMATED PRICE</u>
--	--------------------------------------	------------------------------	---------------------------	------------	----------------------------

Total Agreement Amount: _____

Note: If a Method of Payment is "Fixed Price", then the amount listed under "Estimated Price" is the Fixed Price.

2. **FIXED PRICE(S)** payments will be a single lump sum payment equal to the Fixed Price upon acceptable completion of this Agreement, or progress payments not to exceed the Fixed Price.

3. **FIXED PRICE(S) PLUS EXPENSES** payments will be as follows:

3.1 Payments of the **FIXED PRICE** will be a single lump sum payment equal to the Fixed Price upon acceptable completion of services, or progress payments not to exceed the Fixed Price(s).

3.2 Payments for Other Direct Costs (**EXPENSES**) will be made for actual substantiated costs not to exceed the total specified amount for expenses that are directly chargeable to and necessary for performance of the services assuming they are not recovered through the Indirect Cost Rate.

4. **COST PLUS FIXED FEE** payments will be made according to the following:

4.1 Payments for **DIRECT COST OF DIRECT LABOR** will be equivalent to the number of hours expended by each job classification multiplied by the applicable Direct Labor Rate. Job Classifications, Labor Hours and Direct Hourly Rates are estimated for this contract. Work shall be performed by the lowest paid qualified personnel. Further, when performing work for which they are over qualified, individuals will charge time at rates equivalent to skill levels commensurate with the work they perform. Contract payments will be based on the actual Direct Labor Rates paid to employees in any direct labor job classification who work on the contract, except that no Direct Hourly Rate shall exceed \$ **PER HOUR** except for the following individuals whose rates are capped (fixed) as listed below for the duration of this Agreement:

<u>FIRM</u>	<u>JOB CLASSIFICATION</u>	<u>PERSON'S NAME</u>	<u>DIRECT RATE (\$/HR)</u>
-------------	---------------------------	----------------------	----------------------------

4.2 Payments for **INDIRECT COSTS** shall be equivalent to the amounts for Direct Cost of Direct Labor multiplied by the following applicable **INDIRECT COST RATES (IDCR)**:

<u>CONTRACTOR/ SUBCONTRACTOR</u>	<u>IDCR (%)</u>	<u>IDCR TYPE (F, F/P, P)</u>
--------------------------------------	-----------------	----------------------------------

4.2.1 IDCR with "F" is Fixed for the duration of this Agreement.

4.2.2 IDCR with "F/P" is Fixed for the last half of the firm's current fiscal year plus not to exceed six months of its next fiscal year, after which the IDCR becomes a Provisional Rate until an audit is completed and a Fixed IDCR is established for each successive twelve month interval.

4.2.3 IDCR with "P" is Provisional until completion of post performance audit to establish actual incurred rate which is used to establish a final IDCR for the period covered by the audit. Post performance audits may be done after each fiscal year of a multi-year contract or once after completion of the contract. Audit findings and other

rationale will be used to establish a final IDCR that appropriately allocates Indirect Costs to this Agreement for each fiscal year.

4.2.4 Revisions to any IDCR may be implemented only by a contract Amendment. Further, adjustment of any payments made based on Provisional IDCRs will not be done without a contract Amendment that fully explains the amount of the adjustments.

4.3 Payments for **OTHER DIRECT COSTS** (Expenses) will be made for actual substantiated costs which are directly chargeable to and necessary for performance of services assuming they are not recovered through the Indirect Cost Rate. "Markup" of Other Direct Costs is prohibited (reference paragraph C8).

4.4 If not defined elsewhere in this Appendix C, progress payments for a firm's (Contractor or any Subcontractor) **FIXED FEE** will be equivalent to the ratio of the firm's Direct Cost of Direct Labor to date, divided by the firm's total estimated Direct Cost of Direct Labor, multiplied by the total amount of the firm's Fixed Fee. The Fee amount for each firm participating in this Agreement was determined as follows:

5. **TIME AND EXPENSES** payments will be made according to the following:

5.1 Payments for **TIME** will be equivalent to the number of hours expended by each job classification multiplied by the applicable Billing Rate. Work will be performed by personnel with the lowest reasonable skill levels and hourly rates. Further, when performing work for which they are over qualified, individuals will charge time at rates equivalent to skill levels commensurate with the work they perform.

5.1.1 **BILLING RATES** for persons who work on this contract shall be the sum of the person's actual Direct Labor Rate plus an allowance for Indirect Cost at the then current Agency-approved Indirect Cost Rate for the person's employer (firm) plus a fee (profit) of eight percent (e.g., $8\% = \$23 + (1.50 \times \$23) + (.08 \times [\$23 + (1.50 \times \$23)]) = \$67.50 = \68.75); however, this rate shall not exceed \$ **PER HOUR** except for the following individuals whose rates are capped (fixed) as listed below for the duration of this Agreement.

<u>FIRM</u>	<u>JOB CLASSIFICATION</u>	<u>PERSON'S NAME</u>	<u>BILLING RATE (\$/HR)</u>
-------------	---------------------------	----------------------	-----------------------------

5.1.2 **BILLING RATES** are negotiated hourly labor rates which include compensation for all Costs (Direct Cost of Direct Labor and all Indirect Costs) plus Fee, except for allowable direct Expenses.

5.1.3 **Time & Expenses Overtime** shall be calculated at 1.5 times the base labor rate (DL & IDCR) and then the profit factor added.

5.2 Payments for Other Direct Costs (**EXPENSES**) will be made for actual substantiated costs that are directly chargeable to and necessary for performance of services assuming they are not recovered through the Indirect Cost Rate. "Markup" of Expenses is prohibited (reference paragraph C8).

5.3 A time and expense contract resulting from this RFP will include the following price adjustment clause. If the contract combines other methods of compensation for certain contract phases then this clause only pertains to the time and expense phase of the contract.

Consumer Price Index (CPI): Contract prices will remain firm through **May 31, 2023**.

The contractor may request price adjustments, in writing, 30 days prior June 1st. Requests must be in writing and must be received 30 days prior to June 1st. If the contractor fails to request a CPI price adjustment 30 days prior to the above date, the adjustment will be effective 30 days after the state receives their written request.

Price adjustments will be made in accordance with the percentage change in the U.S. Department of Labor Consumer Price Index (CPI-U) for All Urban Consumers, All Items, Urban Alaska.

The price adjustment rate will be determined by comparing the percentage difference between the CPI in effect for the base year six-month average July through December 2021; and each July through December thereafter. The percentage difference between those two CPI issues will be the price adjustment rate. No retroactive contract price adjustments will be allowed.

All price adjustments must be approved by the procurement officer prior to the implementation of the adjusted pricing. Approval shall be in the form of a contract amendment issued by the department.

6. **SPECIAL CONSIDERATIONS:**

6.1 Travelers are permitted actual costs, or an allowance, for lodging (as negotiated and detailed below) and an allowance for meal and incidental expenses (M&IE). Refer to AAM 60.250 for policies regarding travel.

6.2 Employees shall be considered in travel status from the time an authorized trip begins until it ends. An authorized trip is a trip approved in accordance with a NTP issued under the contract. The duty station of the employee is the city, town, or village, or within a 50-mile radius thereof, where the employee spends the majority of their working time.

6.3 M&IE allowances shall be limited to the State rate of \$60.00 per day. The duration of the trip must be more than 12 hours in order for the traveler to be eligible for M&IE allowances. Additionally, the traveler will receive 75% of the full allowable daily allowance on the initial date of departure and the final date of arrival for contract-approved travel, regardless of time of departure/arrival.

6.4 If paying actuals for Lodging, Lodging shall be at the hotel's "government" rate (when applicable) and for single occupancy, not to exceed \$300.00 per day. Lodging receipts are required.

NOTICE TO PROCEED & BILLING SUMMARY

NTP No:
Agreement No:
VSW Program No:
Federal No:
PSA Expiration Date:

(This form is for any COST REIMBURSEMENT Agreement, generally one that will exceed \$250,000.)

Contractor:	
Project Title:	

NOTICE TO PROCEED

Provide services for the Tasks Group(s) and specific Tasks enumerated below in the Billing Summary. Any services beyond the written scope and/or any costs above the price estimate for **each Task Group** in our Agreement, require prior Agency approval and a contract Amendment. Actual cost underrun of Contract Amount for any Task Group shall not routinely accumulate for other Groups. The Contracting Agency reserves the right to retain or reallocate any remaining funds resulting from such cost underruns.

This NTP is cumulative and it supersedes all prior NTPs for this Agreement.

The Agency Contract Manager for this NTP is:

Tel No.

Issued for the Contracting Agency by:	Accepted for the Contractor by:
Signature _____ Date _____	Signature _____ Date _____
Name: _____	Name: _____

BILLING SUMMARY

This Invoice is for [] Progress OR [] Final Payment. **Sequential Invoice # for this Agreement is: []**.

Total Contract Amounts	Authorized Task Groups and Tasks Number(s)	Authorized To - Date	Prior Aprv'd Payments	This Billing	Total To - Date
	A, Tasks No(s):				
	B, Tasks No(s):				
	C, Tasks No(s):				
	D, Tasks No(s):				
	Total Authorized Amount for All Groups				
	Sum of Prior APPROVED Payments				
	Sum for THIS INVOICE				
	Sum of Prior Payments and this Invoice				
	Balance of Authorized Amount				

<u>Template</u> <u>Object</u> <u>Activity</u> <u>Phase</u>	PAYMENT REQUEST (Contractor): Signature _____ Date _____ Name: _____
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APPROVAL FOR PAYMENT

PAYMENT RECOMMENDED: I certify this Invoice to be valid and accurate and that services were performed substantially in conformance with the contract requirements and schedule. Signature _____ Date _____ Name: _____	PAYMENT APPROVED: Based upon the Contract Manager's recommendation and certification, I hereby approve payment. Signature _____ Date _____ Name: _____
--	--

INSTRUCTIONS TO CONTRACTOR for COST REIMBURSEMENT NOTICE TO PROCEED (NTP) & BILLING SUMMARY

1. **RETAIN AN UNMARKED**, as issued, **COPY OF THIS FORM** to be used for reproduction and billing.
 2. If this NTP is unacceptable, notify the Contracting Agency immediately. If acceptable, acknowledge by signature where indicated *on a copy* of this NTP and return it within ten days after your receipt.
 3. Submit monthly Invoices to the Agency Contract Manager named in this NTP. **Provide a copy of page one of this form as the FACE PAGE of each invoice submitted and with the following entries accurately completed:**
 - a) Indicate if the Invoice is for Progress or Final Payment and show the Sequential Invoice Number for this NTP.
 - b) Entries in the following columns: Prior Aprv'd Payments, This Billing, and Total to Date for each Task Group; plus the SUM TOTALS for: Authorized To - Date, Prior APPROVED Payments, THIS INVOICE, Prior Payments plus this Invoice, and Balance of Authorized Amount.
- Note "Prior APPROVED Payments" amounts may NOT be the same as the total of all your prior invoices if some items were disallowed or adjustments were made. If a prior billing has not been acknowledged with any payment, or a different amount from your billing was paid without notification to you of the reason(s), attach a request for an explanation and remedial action.
4. Sign, date and enter printed or typed name under "PAYMENT REQUEST (Contractor)" thereby attesting to the following:

"By signature on this form, the Contractor certifies entries to be true and correct for the services performed to date under or by virtue of said Agreement and in accordance with AS 36.30.400. The Contractor further certifies that all applicable Federal, State and Local taxes incurred by the Contractor in the performance of the services have been paid and that all Subcontractors engaged by the Contractor for the services included in any invoice shall be fully compensated by the Contractor for such services."
 5. **ATTACH A CURRENT COPY OF EXHIBIT C-4, COST REIMBURSEMENT BILLING DETAIL FORM (from Appendix C of the Agreement) to each invoice. Internally, check the form and correct mathematical extensions. The Contracting Agency may return erroneous invoices for correction before processing for payment.**
 6. Substantiate all charges in each billing, other than for Fixed Prices or Fixed Fees, by attaching a summary of hours expended and hourly labor rate per employee; summary of units completed; subcontractor invoices; expense receipts, etc.; or other proof of expenditures.
 7. ***Prime Contractor's Labor and Indirect Cost shall be billed to the Contracting Agency within 45 days of performance. Subcontractors' Labor and Indirect Cost shall be billed to the Contracting Agency within 60 days of performance. All of the Contractor's and Subcontractors' Other Direct Costs (Expenses) shall be billed to the Contracting Agency within 90 days of being incurred. Charges submitted after the above stated times will, at the Contracting Agency's discretion, not be paid.***
 8. When each NTP is approximately 75% complete, the Contractor shall determine if the Authorized Amount(s) might be exceeded; and, if so, shall provide an estimate of cost to complete. The Contracting Agency will determine after discussion with the Contractor if additional cost is reasonable and does not include costs that should be absorbed by the Contractor. If additional cost is validated, a negotiated Amendment will be executed which either (1) reduces the scope of services/work products required commensurate with the Authorized Amount(s), or (2) increases the Authorized Amount(s) to that required for completion of the original contract scope.

RE: PERFORMANCE EVALUATION

PSA No:

IRIS Program Number:

This letter provides an overall evaluation of the services you provided for the project regarding contract performance in each of the following applicable areas:

OBJECTIVES -

CHANGES -

QUALITY -

SCHEDULE -

BUDGET -

REPORTS -

MANAGEMENT -

Please respond to this evaluation, if you wish to do so, not later than . Any response and follow up correspondence will be filed with our contract records for use during Contractor selection for future work. Thank you for your participation in our contracted activities.

Sincerely,

cc: PSA file
Consultant Performance files

Delete this page after form is complete

OBJECTIVES - Did the Contractor adequately evaluate and comprehend the scope of services? Did the Contractor fully perform all aspects of the Agreement? Do unresolved problems exist which, in your opinion, may be attributed to the Contractor?

CHANGES - Did the Contractor fully correct errors and/or adequately incorporate changes in the scope? Did the Contractor adhere to the approved scope? Were changes made unilaterally by the Contractor without approval? Were any changes due to the performance of the Contractor? If the Agreement was for Design Services, were any construction change orders required as a result of Contractor Performance?

QUALITY - Were work products complete, accurate, free of grammatical and spelling errors, well-coordinated and clearly expressed? Were capabilities claimed or implied during selection upheld during performance of the agreement? Did the Contractor demonstrate substantial depth of experience in providing services? Was initiative shown in performing services? Did the Contractor make recommendations and not rely upon suggested solutions from others to resolve any problems encountered? Did the Contractor present alternative concepts for consideration?

SCHEDULE - Did the Contractor prepare schedules for each phase of services and obtain approval? Was the Contractor timely and responsive? Were identified problems resolved quickly? Were reports, studies, plans, specifications and other deliverables submitted in a timely manner? Were they delivered late without justification? Did the Contractor meet or exceed scheduled milestones? Was the Agreement completed on time?

BUDGET - Were the expenditures in line with the agreed-upon costs, both in total and on an item-by-item basis? Were invoices substantiated, self-explanatory and submitted on a timely basis? Were invoices proper and proportionate to work accomplished? Were accurate cost records kept? Were cost estimates prepared by the Contractor accurate (within 10%)? Did the Contractor fully perform the agreement in a cost-effective manner and within budget? If the Agreement was for design services, were any construction change orders required as a result of the Contractor's design services?

REPORTS - Were reports well written in a professional style and format and free of grammatical and spelling errors? Were data and references accurate and appropriate? Was the report free of grammatical and spelling errors? Was the length and detail suitable for the audience intended? Were the proper number of copies provided and in the appropriate format for delivery? Was the necessary due diligence exhibited while preparing the report or were there extensive comments and issues identified during the review?

MANAGEMENT - Did the Contractor devote adequate time to supervision and personnel management? Were the Contractor and sub-contractor personnel appropriate to carry out the tasks they were assigned? Were they well organized? Did they appear to communicate well? Was the proper amount of work assigned to each individual? Did Contractor personnel work well with department personnel? Were they qualified for work assigned? Was there any substantial conflict among the personalities or areas of concern? Did the Contractor exhibit knowledge of department procedures or other entities having regulatory power concerning the project? Was correspondence complete, factual, accurate, and current? Did the Contractor obtain all required approvals? Did the Contractor work independently and without excessive guidance? Were changes initiated by others equitably evaluated and accepted in a professional manner?

Each category will be awarded one set of points as described on the attached evaluation form.

PSA Performance Evaluation

Contractor: _____	Task: _____
PSA Number: _____	IRIS Program Number: _____
Evaluator: _____	Date Evaluation: _____

0.00	<input type="checkbox"/>		
1.25	<input type="checkbox"/>	<u>OBJECTIVES</u> -	(insert comments)
2.50	<input type="checkbox"/>		
<hr/>			
0.00	<input type="checkbox"/>		
1.25	<input type="checkbox"/>	CHANGES -	(insert comments)
2.50	<input type="checkbox"/>		
<hr/>			
0.00	<input type="checkbox"/>		
1.25	<input type="checkbox"/>	<u>QUALITY</u> -	(insert comments)
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2.50	<input type="checkbox"/>	<u>REPORTS *</u> -	(insert comments)
5.00	<input type="checkbox"/>		
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1.25	<input type="checkbox"/>	<u>MANAGEMENT</u> -	(insert comments)
2.50	<input type="checkbox"/>		

<u>Report Rating:</u>	<u>Points:</u>	<u>Total Points:</u> _____
Does Not Meet Standards:	0.00 Points	
Meets Standards:	1.25 Point	
Exceeds Standards:	2.50 Points	
Total Maximum Possible	20.0 Points	
* REPORTS are given twice the value as other categories.		

Community Water Sewer Improvements Contact List

Community	3 Letter Airport Code	Project Agency Lead	Primary Project Engineer	Phone Number	RMW Region	Remote Maintenance Worker	Phone Number	RMW Supervisor	Phone Number	RUBA Contact	Phone Number	Operator Certification Contact	Phone Number	Drinking Water Staff	Phone Number	Solid Waste Contact	Phone Number
Adak	ADK	VSW	Oscar Menendez	907-269-7606	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Melinna Faw	907-269-7642
Akiok	AAKK	ANTHC	James Amundsen	907-301-5701	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Doug Zellmer		Stephen Price	907-269-7467
Akiachak	AKKI	ANTHC	Charissa Williar	907-729-3691	YKHC	Bob White	907-543-6428	Bob White	907-543-6428	Mike White	907-543-3475	Dan DeSloover	907-465-5145	Doug Zellmer		Melinna Faw	907-269-7642
Akiak	AKI	ANTHC	Ivan Chikigak-Steadman	907-748-0870	YKHC	Bob White	907-543-6428	Bob White	907-543-6428	Mike White	907-543-3475	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Melinna Faw	907-269-7642
Akutan	KQA	ANTHC	James Amundsen	907-301-5701	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653		
Alakanuk	AUK	VSW	Susan Randlett	907-269-7614	YKHC	Billy Westlock	907-949-1236	Bob White	907-543-6428	Eli Jacobson	907-543-3475	Dan DeSloover	907-465-5145	Kalah Statz	907-269-7647	Stephen Price	907-269-7467
Alatna	ALT	ANTHC	Greg Martin	907-729-5620	TCC	Lee Meckel	907-452-8251 ext. 3265	Noah Tsigonis	907-452-8251 ext. 3431	Andy Durny	907-451-2756	Martin Suzuki	907-465-5140	Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Aleknagik	WAKK	VSW	Carrie Bohan	907-465-5143	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135			Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Allakaket	AET	ANTHC	Kay Sind	314-504-2287	TCC	Lee Meckel	907-452-8251 ext. 3265	Noah Tsigonis	907-452-8251 ext. 3431	Andy Durny	907-451-2756	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Ambler	ABL	ANTHC	Steve McGee	907-240-6027	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-442-7352	Fred Smith	907-442-3696	Brandi Adams	907-465-5530	Miki Smelter	907-451-2231	Sarah Durand	907-451-2761
Anaktuvuk Pass	AKP	ANTHC	Kalen Stamp	907-729-3995						Andy Durny	907-451-2756	Martin Suzuki	907-465-5140	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Anchor Point	APT	VSW	Carrie Bohan	907-465-5143	DEC	Matthew Russell	907-269-3067	John Johnson	907-269-7605			Kirk Haug	907-465-5136	James Latimer	907-262-3410		
Anderson	AND	VSW	Carrie Bohan	907-465-5143	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Brendan Smyth	907-451-2744						
Angoon	AGN	ANTHC	Kevin Ulrich	907-440-2864	DEC	Matthew Russell	907-269-3067	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	James Latimer	907-262-3410	Zach Gianotti	907-465-5318
Aniak	ANI	VSW	Katie Winter	907-269-5137	YKHC	Bruce Werba	907-476-2104	Bob White	907-543-6428	Fred Broerman	907-543-0890	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Sarah Durand	907-451-2761
Annette Island		VSW	Carrie Bohan	907-465-5143													
Anvik	ANV	VSW	Katie Winter	907-269-5137	YKHC	Bruce Werba	907-476-2104	Bob White	907-543-6428	Mike White	907-543-3475	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Sarah Durand	907-451-2761
Arctic Village	ARC	VSW	Oscar Menendez	907-269-7606	TCC	Lee Meckel	907-452-8251 ext. 3265	Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Atka	AKB	VSW	Oscar Menendez	907-269-7606	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Melinna Faw	907-269-7642
Atmautluak	ATT	ANTHC	Corbyn Jahn	907-729-3543	YKHC	Shane McIntyre	907-543-6427	Bob White	907-543-6428	Eli Jacobson	907-543-3475	Dan DeSloover	907-465-5145	Doug Zellmer		Melinna Faw	907-269-7642
Atkasuk	ATK	ANTHC	Kalen Stamp	907-729-3995						Andy Durny	907-451-2756	Martin Suzuki	907-465-5140	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Beaver	WBQ	VSW	Susan Randlett	907-269-7614	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Bethel	BET	VSW	Katie Winter	907-269-5137						Fred Broerman	907-543-0890	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Melinna Faw	907-269-7642
Birch Creek	KBC	ANTHC	Kay Sind	314-504-2287	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Martin Suzuki	907-465-5140			Trisha Bower	907-451-2174
Brevig Mission	KTS	ANTHC	Steve McGee	907-240-6027	NSHC	Richard Kuzuguk	907-443-2087	Luke Smith	907-443-3403	Lena Mathlaw	907-443-5457	Brandi Adams	907-465-5530	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Buckland	BKC	VSW	Aaron Wheatall	907-269-4967	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-442-7352	Fred Smith	907-442-3696	Brandi Adams	907-465-5530	Miki Smelter	907-451-2231		
Cantwell	TTW	ANTHC	Greg Martin	907-729-5620						Brendan Smyth	907-451-2744						
Chalkyitsik	CIK	ANTHC	Kay Sind	314-504-2287	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Chefornak	CYF	VSW	Corey Swisher	907-269-7554	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-543-6428	Mike White	907-543-3475	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Melinna Faw	907-269-7642
Chenega Bay	CAB	ANTHC	Kevin Ulrich	907-440-2864	DEC	Matthew Russell	907-269-3067	John Johnson	907-269-7605	Jed Cox	907-269-4549	Kirk Haug	907-465-5136	Christina Harris	907-262-3403	Melinna Faw	907-269-7642
Chevak	VAK	ANTHC	Ryan Beckett	907-830-1891	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-543-6428	Eli Jacobson	907-543-3475	Dan DeSloover	907-465-5145	Doug Zellmer		Stephen Price	907-269-7467
Chignik	KCQ	ANTHC	Cy Two Elk	907-729-4097	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Chignik Lagoon	KCL	ANTHC	Victoria Jelderks	907-729-3659	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Chignik Lake	CKL	ANTHC	Victoria Jelderks	907-729-3659	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Chistochina	CZO	VSW	Carrie Bohan	907-465-5143						Brendan Smyth	907-451-2744						
Chitina	CXC	VSW	Carrie Bohan	907-465-5143	DEC			John Johnson	907-269-7605			Kirk Haug	907-465-5136	Darryl Gillespie	907-376-1824		
Chuathbaluk	CHU	VSW	Oscar Menendez	907-269-7606	YKHC	Bruce Werba	907-476-2104	Bob White	907-543-6428	Mike White	907-543-3475	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Sarah Durand	907-451-2761
Circle	IRC	ANTHC	Greg Martin	907-729-5620	TCC	Lee Meckel	907-452-8251 ext. 3265	Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Clark's Point	CLP	VSW	Carrie Bohan	907-465-5143	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135	Kirk Haug	907-465-5136	Doug Zellmer		Stephen Price	907-269-7467
Coffman Cove	KCC	VSW	Katie Winter	907-269-5137	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Christina Harris	907-262-3403		
Cold Bay	CDB	VSW	Oscar Menendez	907-269-7606	DEC	Matthew Russell	907-269-3067	John Johnson	907-269-7605	Jed Cox	907-269-4549	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Melinna Faw	907-269-7642
Copper Center	CZC	VSW	Corey Swisher	907-269-7554	DEC			John Johnson	907-269-7605								
Craig	CGA	ANTHC	Kevin Ulrich	907-440-2864	DEC			John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Christina Harris	907-262-3403		
Crooked Creek	CKD	ANTHC	Corbyn Jahn	907-729-3543	YKHC	Bruce Werba	907-476-2104	Bob White	907-543-6428	Mike White	907-543-3475	Dan DeSloover	907-465-5145	Doug Zellmer		Sarah Durand	907-451-2761
Deering	DRG	VSW	Katie Winter	907-269-5137	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-442-7352	Fred Smith	907-442-3696	Brandi Adams	907-465-5530	Miki Smelter	907-451-2231		
Delta Junction	DJN	VSW	Katie Winter	907-269-5137						Brendan Smyth	907-451-2744						
Denali Borough		VSW	Carrie Bohan	907-465-5143						Brendan Smyth	907-451-2744						
Dillingham	DLG	ANTHC	Cy Two Elk	907-729-4097						Carol Luckhurst	907-842-5135	Kirk Haug	907-465-5136	Doug Zellmer		Stephen Price	907-269-7467
Diomede	DIO	ANTHC	Kalen Stamp	907-729-3995	NSHC	Richard Kuzuguk	907-443-2087	Luke Smith	907-443-3403	Lena Mathlaw	907-443-5457	Brandi Adams	907-465-5530	Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Dot Lake	DTL	ANTHC	Greg Martin	907-729-5620	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Martin Suzuki	907-465-5140			Sarah Durand	907-451-2761
Eagle Village	EGV	ANTHC	Greg Martin	907-729-5620	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Martin Suzuki	907-465-5140	Mike Sharp	907-451-2178	Sarah Durand	907-451-2761
Eek	E EK	ANTHC	Ryan Beckett	907-830-1891	YKHC	Bob White	907-543-6428	Bob White	907-543-6428	Eli Jacobson	907-543-3475	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Melinna Faw	907-269-7642
Egegik	EGX	VSW	Katie Winter	907-269-5137	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135	Kirk Haug	907-465-5136	Doug Zellmer		Stephen Price	907-269-7467
Ekuk	AAKU	VSW	Carrie Bohan	907-465-5143												Stephen Price	907-269-7467
Ekwok	KEK	VSW	Susan Randlett	907-269-7614	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135			Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Elfin Cove	ELV	VSW	Katie Winter	907-269-5137	DEC			John Johnson	907-269-7605	Iura Leahu	907-465-4814			Eric Burg	907-262-3420		
Elim	ELI	ANTHC	Steve McGee	907-240-6027	NSHC	Vacant Position		Luke Smith	907-443-3403	Lena Mathlaw	907-443-5457	Brandi Adams	907-465-5530	Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Emmonak	EMM	VSW	Aaron Wheatall	907-269-4967	YKHC	Billy Westlock	907-949-1236	Bob White	907-543-6428	Fred Broerman	907-543-0890	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Stephen Price	907-269-7467
Evansville	EVV	ANTHC	Kay Sind	314-504-2287						Andy Durny	907-451-2756					Trisha Bower	907-451-2174
False Pass	KFP	ANTHC	Kevin Ulrich	907-440-2864	DEC	Matthew Russell	907-269-3067	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Doug Zellmer		Melinna Faw	907-269-7642
Fort Yukon	FYU	ANTHC	Kay Sind	314-504-2287	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Andy Durny	907-451-2756	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Galena	GAL	ANTHC	Greg Martin	907-729-5620	TCC	Lee Meckel	907-452-8251 ext. 3265	Noah Tsigonis	907-452-8251 ext. 3431	Andy Durny	907-451-2756	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Sarah Durand	907-451-2761
Gambell	GAM	VSW	Oscar Menendez	907-269-7606	NSHC	Richard Kuzuguk	907-443-2087	Luke Smith	907-443-3403	Lena Mathlaw	907-443-5457	Brandi Adams	907-465-5530	Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Glennallen	GLQ	VSW	Corey Swisher	907-269-7554	DEC			John Johnson	907-269-7605			Kirk Haug	907-465-5136	Darryl Gillespie	907-376-1824		
Golovin	GLV	ANTHC	Ryan McLaughlin	907-444-7886	NSHC	Vacant Position		Luke Smith	907-443-3403	Lena Mathlaw	907-443-5457	Brandi Adams	907-465-5530	Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Goodnews Bay																	

Community Water Sewer Improvements Contact List

Community	3 Letter Airport Code	Project Agency Lead	Primary Project Engineer	Phone Number	RMW Region	Remote Maintenance Worker	Phone Number	RMW Supervisor	Phone Number	RUBA Contact	Phone Number	Operator Certification Contact	Phone Number	Drinking Water Staff	Phone Number	Solid Waste Contact	Phone Number
Gustavus	GST	VSW	Susan Randlett	907-269-7614	DEC			John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Jamie Bjorkman	907-262-3423	Zach Gianotti	907-465-5318
Healy Lake	HKB	VSW	Katie Winter	907-269-5137	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Martin Suzuki	907-465-5140			Sarah Durand	907-451-2761
Holy Cross	HCR	ANTHC	Ryan Beckett	907-830-1891	YKHC	Bruce Werba	907-476-2104	Bob White	907-543-6428	Fred Broerman	907-543-0890	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Sarah Durand	907-451-2761
Hoonah	HNH	ANTHC	James Amundsen	907-301-5701	DEC	Matthew Russell	907-269-3067	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Jamie Bjorkman	907-262-3423	Zach Gianotti	907-465-5318
Hooper Bay	HPB	VSW	Corey Swisher	907-269-7554	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-543-6428	Fred Broerman	907-543-0890	Dan DeSloover	907-465-5145	Doug Zellmer		Stephen Price	907-269-7467
Hughes	HUS	ANTHC	Greg Martin	907-729-5620	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Huslia	HSL	ANTHC	Greg Martin	907-729-5620	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Andy Durny	907-451-2756	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Hydaburg	HYG	ANTHC	James Amundsen	907-301-5701	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Jamie Bjorkman	907-262-3423	Zach Gianotti	907-465-5318
Igiugig	IGG	ANTHC	Joyell Acuna	907-382-4913	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Carol Luckhurst	907-842-5135	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Iliamna	ILI	ANTHC	Joyell Acuna	907-382-4913	DEC			John Johnson	907-269-7605	Jed Cox	907-269-4549					Stephen Price	907-269-7467
Ivanof Bay	KIB	VSW	Katie Winter	907-269-5137	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135			Leah Van Sandt	907-269-7653		
Kachemak Selo		VSW	Katie Winter	907-269-5137	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Jed Cox	907-269-4549	Kirk Haug	907-465-5136	James Latimer	907-262-3410		
Kake	KAE	ANTHC	Elizabeth Merrill	907-306-3233	DEC	Matthew Russell	907-269-3067	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Jamie Bjorkman	907-262-3423	Zach Gianotti	907-465-5318
Kaktovik	BTI	ANTHC	Kalen Stamp	907-729-3995						Andy Durny	907-451-2756	Martin Suzuki	907-465-5140	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Kaltag	KAL	ANTHC	Kay Sind	314-504-2287	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Sarah Durand	907-451-2761
Karluk	KYK	ANTHC	Kevin Ulrich	907-440-2864	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Kasaan	KXA	ANTHC	James Amundsen	907-301-5701	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Jamie Bjorkman	907-262-3423		
Kasigluk	KUK	ANTHC	Ryan Beckett	907-830-1891	YKHC	Bob White	907-543-6428	Bob White	907-543-6428	Mike White	907-543-3475	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Melinna Faw	907-269-7642
Kennicott/McCarthy	MXY	VSW	Carrie Bohan	907-465-5143													
Kiana	IAN	ANTHC	Ryan McLaughlin	907-444-7886	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-442-7352	Fred Smith	907-442-3696	Brandi Adams	907-465-5530	Miki Smelter	907-451-2231	Sarah Durand	907-451-2761
King Cove	KVC	ANTHC	James Amundsen	907-301-5701	DEC			John Johnson	907-269-7605	Jed Cox	907-269-4549	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Melinna Faw	907-269-7642
King Salmon	AKN	ANTHC	Victoria Jelderks	907-729-3659								Kirk Haug	907-465-5136				
Kipnuk	KIP	ANTHC	Corbyn Jahn	907-729-3543	YKHC	Shane McIntyre	907-543-6427	Bob White	907-543-6428	Mike White	907-543-3475	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Melinna Faw	907-269-7642
Kivalina	KVL	ANTHC	Kalen Stamp	907-729-3995	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-442-7352	Fred Smith	907-442-3696	Brandi Adams	907-465-5530	Miki Smelter	907-451-2231		
Klawock	KLW	ANTHC	Kevin Ulrich	907-440-2864	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Jamie Bjorkman	907-262-3423	Zach Gianotti	907-465-5318
Klukwan	WAN	ANTHC	Elizabeth Merrill	907-306-3233	DEC	Matthew Russell	907-269-3067	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Jamie Bjorkman	907-262-3423	Zach Gianotti	907-465-5318
Kobuk	OBU	ANTHC	Steve McGee	907-240-6027	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-442-7352	Fred Smith	907-442-3696	Brandi Adams	907-465-5530	Miki Smelter	907-451-2231	Sarah Durand	907-451-2761
Kokhanok	KHK	ANTHC	Joyell Acuna	907-382-4913	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Jed Cox	907-269-4549	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Koliganek	KGK	ANTHC	Cy Two Elk	907-729-4097	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Kongiganak	AKKH	VSW	Susan Randlett	907-269-7614	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-543-6428	Mike White	907-543-3475	Dan DeSloover	907-465-5145	Kalah Statz	907-269-7647	Melinna Faw	907-269-7642
Kotlik	KOT	ANTHC	Ivan Chikigak-Steadman	907-748-0870	YKHC	Billy Westlock	907-949-1236	Bob White	907-543-6428	Mike White	907-543-3475	Dan DeSloover	907-465-5145	Doug Zellmer		Stephen Price	907-269-7467
Kotzebue	OTZ	ANTHC	Steve McGee	907-240-6027						Fred Smith	907-442-3696	Brandi Adams	907-465-5530	Karen Garland	907-451-2137		
Koyuk	AKKA	ANTHC	Steve McGee	907-240-6027	NSHC	Vacant Position		Luke Smith	907-443-3403	Lena Mathlaw	907-443-5457	Brandi Adams	907-465-5530	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Koyukuk	KYU	ANTHC	Greg Martin	907-729-5620	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Karen Garland	907-451-2137	Sarah Durand	907-451-2761
Kwethluk	KWT	ANTHC	Ivan Chikigak-Steadman	907-748-0870	YKHC	Bob White	907-543-6428	Bob White	907-543-6428	Eli Jacobson	907-543-3475	Dan DeSloover	907-465-5145	Kalah Statz	907-269-7647	Melinna Faw	907-269-7642
Kwigillingok Village	KWK	ANTHC	Corbyn Jahn	907-729-3543	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-543-6428	Eli Jacobson	907-543-3475	Dan DeSloover	907-465-5145	Kalah Statz	907-269-7647	Melinna Faw	907-269-7642
Lake Minchumina	LMA	VSW	Katie Winter	907-269-5137												Sarah Durand	907-451-2761
Larsen Bay	LAR	ANTHC	Kevin Ulrich	907-440-2864	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Doug Zellmer		Stephen Price	907-269-7467
Levelock	KLL	ANTHC	Cy Two Elk	907-729-4097	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135			Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Lime Village	LVD	ANTHC	Ryan Beckett	907-830-1891	YKHC	Bruce Werba	907-476-2104	Bob White	907-543-6428	Brendan Smyth	907-451-2744			Leslie Morrison	907-269-7518	Sarah Durand	907-451-2761
Lowell Point	LPT	VSW	Carrie Bohan	907-465-5143													
Lower Kalskag	KLG	ANTHC	Brent Hove	907-729-3658	YKHC	Bruce Werba	907-476-2104	Bob White	907-543-6428	Mike White	907-543-3475	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Sarah Durand	907-451-2761
Manley Hot Springs		VSW	Oscar Menendez	907-269-7606	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Andy Durny	907-451-2756	Kirk Haug	907-465-5136			Trisha Bower	907-451-2174
Manokotak	KMO	VSW	Aaron Wheattall	907-269-4967	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Marshall	MLL	VSW	Susan Randlett	907-269-7614	YKHC	Shane McIntyre	907-543-6427	Bob White	907-543-6428	Eli Jacobson	907-543-3475	Dan DeSloover	907-465-5145	Doug Zellmer		Stephen Price	907-269-7467
McGrath	MCG	VSW	Oscar Menendez	907-269-7606	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Andy Durny	907-451-2756	Kirk Haug	907-465-5136	Karen Garland	907-451-2137	Sarah Durand	907-451-2761
Mekoryuk	MYU	VSW	Susan Randlett	907-269-7614	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-543-6428	Fred Broerman	907-543-0890	Dan DeSloover	907-465-5145	Doug Zellmer		Melinna Faw	907-269-7642
Mentasta	MEN	VSW	Katie Winter	907-269-5137	DEC			John Johnson	907-269-7605			Kirk Haug	907-465-5136	Miki Smelter	907-451-2231		
Mertarvik		ANTHC	Ryan Beckett	907-830-1891	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-543-6428	Fred Broerman	907-543-0890	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Melinna Faw	907-269-7642
Metlakatla	MTM	VSW	Jacob Dilley	907-269-7611	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Iura Leahu	907-465-4814			James Latimer	907-262-3410		
Minto	MNT	VSW	Susan Randlett	907-269-7614	TCC	Lee Meckel	907-452-8251 ext. 3265	Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Moose Pass		VSW	Aaron Wheattall	907-269-4967													
Mountain Village	MOU	VSW	Katie Winter	907-269-5137	YKHC	Billy Westlock	907-949-1236	Bob White	907-543-6428	Fred Broerman	907-543-0890	Dan DeSloover	907-465-5145	Doug Zellmer		Stephen Price	907-269-7467
Naknek	NNK	ANTHC	Cy Two Elk	907-729-4097	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Nanwalek	KEB	ANTHC	James Amundsen	907-301-5701	DEC	Matthew Russell	907-269-3067	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Jamie Bjorkman	907-262-3423		
Napakiaik	WNA	VSW	Corey Swisher	907-269-7554	YKHC	Bob White	907-543-6428	Bob White	907-543-6428	Eli Jacobson	907-543-3475	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Melinna Faw	907-269-7642
Napaskiak	PKA	ANTHC	Brent Hove	907-729-3658	YKHC	Bob White	907-543-6428	Bob White	907-543-6428	Eli Jacobson	907-543-3475	Dan DeSloover	907-465-5145	Doug Zellmer		Melinna Faw	907-269-7642
Naukati West	NKI	VSW	Katie Winter	907-269-5137						Iura Leahu	907-465-4814						
Nelson Lagoon	NNO	ANTHC	Kevin Ulrich	907-440-2864	DEC	Matthew Russell	907-269-3067	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Melinna Faw	907-269-7642
Nenana	ENN	ANTHC	Greg Martin	907-729-5620	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178		
New Stuyahok	KNW	ANTHC	Victoria Jelderks	907-729-3659	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135	Kirk Haug	907-465-5136	Doug Zellmer		Stephen Price	907-269-7467
Newhalen	NHL	ANTHC	Joyell Acuna	907-382-4913	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Newtok	WWT	ANTHC	Ryan Beckett	907-830-1891	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-543-6428	Fred Broerman	907-543-0890	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Melinna Faw	907-269-7642
Nightmute	NME	VSW	Susan Randlett	907-269-7614	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-543-6428	Eli Jacobson	907-543-3475	Dan DeSloover	907-465-5145	Kalah Statz	907-269-7647	Melinna Faw	907-269-7642
Nikolaevsk	NIK	VSW	Corey Swisher	907-269-7554	DEC	Tanner Cote	907										

Community Water Sewer Improvements Contact List

Community	3 Letter Airport Code	Project Agency Lead	Primary Project Engineer	Phone Number	RMW Region	Remote Maintenance Worker	Phone Number	RMW Supervisor	Phone Number	RUBA Contact	Phone Number	Operator Certification Contact	Phone Number	Drinking Water Staff	Phone Number	Solid Waste Contact	Phone Number
Nondalton	NNL	ANTHC	Victoria Jelderks	907-729-3659	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Noorvik	ORV	ANTHC	Kalen Stamp	907-729-3995	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-442-7352	Fred Smith	907-442-3696	Brandi Adams	907-465-5530	Miki Smelter	907-451-2231	Sarah Durand	907-451-2761
Northway	ORT	ANTHC	Greg Martin	907-729-5620	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Sarah Durand	907-451-2761
Nuiqsut	NUQ	ANTHC	Kalen Stamp	907-729-3995						Andy Durny	907-451-2756	Martin Suzuki	907-465-5140	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Nulato	NUL	VSW	Katie Winter	907-269-5137	TCC	Lee Meckel	907-452-8251 ext. 3265	Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Sarah Durand	907-451-2761
Nunam Iqua	SXP	VSW	Carrie Bohan	907-465-5143	YKHC	Billy Westlock	907-949-1236	Bob White	907-543-6428	Fred Broerman	907-543-0890	Dan DeSloover	907-465-5145	Doug Zellmer		Stephen Price	907-269-7467
Nunapitchuk	NUP	VSW	Oscar Menendez	907-269-7606	YKHC	Bob White	907-543-6428	Bob White	907-543-6428	Eli Jacobson	907-543-3475	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Melinna Faw	907-269-7642
Old Harbor	OLH	ANTHC	Kevin Ulrich	907-440-2864	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Oscarville	OSC	ANTHC	Ryan Beckett	907-830-1891	YKHC	Shane McIntyre	907-543-6427	Bob White	907-543-6428	Eli Jacobson	907-543-3475	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Melinna Faw	907-269-7642
Ouzinkie	KOZ	ANTHC	James Amundsen	907-301-5701	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Jed Cox	907-269-4549	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Pedro Bay	PDB	ANTHC	Victoria Jelderks	907-729-3659						Lydia Mielke	907-269-4563					Stephen Price	907-269-7467
Pelican	PEC	VSW	Katie Winter	907-269-5137	DEC	Matthew Russell	907-269-3067	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Christina Harris	907-262-3403	Zach Gianotti	907-465-5318
Perryville	KPV	ANTHC	Victoria Jelderks	907-729-3659	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135	Kirk Haug	907-465-5136	Doug Zellmer		Stephen Price	907-269-7467
Pilot Point	PIP	VSW	Aaron Wheatall	907-269-4967	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135			Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Pilot Station	PQS	ANTHC	Corbyn Jahn	907-729-3543	YKHC	Billy Westlock	907-949-1236	Bob White	907-543-6428	Eli Jacobson	907-543-3475	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Stephen Price	907-269-7467
Pitka's Point	PPT	ANTHC	Brent Hove	907-729-3658	YKHC	Billy Westlock	907-949-1236	Bob White	907-543-6428	Eli Jacobson	907-543-3475	Dan DeSloover	907-465-5145	Doug Zellmer			
Platinum	PTU	VSW	Oscar Menendez	907-269-7606	YKHC	Bob White	907-543-6428	Bob White	907-543-6428	Carol Luckhurst	907-842-5135	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Melinna Faw	907-269-7642
Point Baker	KPB	VSW	Katie Winter	907-269-5137						Iura Leahu	907-465-4814						
Point Hope	PHO	ANTHC	Kalen Stamp	907-729-3995						Fred Smith	907-442-3696	Martin Suzuki	907-465-5140	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Point Lay	PIZ	ANTHC	Kalen Stamp	907-729-3995						Fred Smith	907-442-3696	Martin Suzuki	907-465-5140	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Port Alexander	PTD	VSW	Katie Winter	907-269-5137	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Christina Harris	907-262-3403		
Port Alsworth	PTA	VSW	Katie Winter	907-269-5137													
Port Graham	PGM	ANTHC	Elizabeth Merrill	907-306-3233	DEC	Matthew Russell	907-269-3067	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Jamie Bjorkman	907-262-3423		
Port Heiden	PTH	VSW	Aaron Wheatall	907-269-4967	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135			Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Port Lions	ORI	ANTHC	Elizabeth Merrill	907-306-3233	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Doug Zellmer		Stephen Price	907-269-7467
Port Protection	PPV	VSW	Susan Randlett	907-269-7614	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Christina Harris	907-262-3403		
Portage Creek	PCA	VSW	Katie Winter	907-269-5137	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135			Leah Van Sandt	907-269-7653		
Quinhagak	KWN	VSW	Corey Swisher	907-269-7554	YKHC	Bob White	907-543-6428	Bob White	907-543-6428	Fred Broerman	907-543-0890	Dan DeSloover	907-465-5145	Doug Zellmer		Melinna Faw	907-269-7642
Rampart	RMP	ANTHC	Kay Sind	314-504-2287	TCC	Lee Meckel	907-452-8251 ext. 3265	Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Red Devil	RDV	VSW	Katie Winter	907-269-5137	YKHC	Bruce Werba	907-476-2104	Bob White	907-543-6428	Eli Jacobson	907-543-3475					Sarah Durand	907-451-2761
Ruby	RBV	ANTHC	Kay Sind	314-504-2287	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Andy Durny	907-451-2756	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Sarah Durand	907-451-2761
Russian Mission	RSH	ANTHC	Ivan Chikigak-Steadman	907-748-0870	YKHC	Shane McIntyre	907-543-6427	Bob White	907-543-6428	Fred Broerman	907-543-0890	Dan DeSloover	907-465-5145	Doug Zellmer		Stephen Price	907-269-7467
Saint George	PBV	VSW	Aaron Wheatall	907-269-4967	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Jed Cox	907-269-4549	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Melinna Faw	907-269-7642
Saint Mary's	KSM	ANTHC	Cody Uhlig	907-729-3589	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-543-6428	Fred Broerman	907-543-0890	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Stephen Price	907-269-7467
Saint Michael	SMK	ANTHC	Steve McGee	907-240-6027	NSHC	Vacant Position		Luke Smith	907-443-3403	Lena Mathlaw	907-443-5457	Brandi Adams	907-465-5530	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Saint Paul	SNP	VSW	Katie Winter	907-269-5137	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Jed Cox	907-269-4549	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Melinna Faw	907-269-7642
Sand Point	SDP	ANTHC	James Amundsen	907-301-5701	DEC	Matthew Russell	907-269-3067	John Johnson	907-269-7605	Jed Cox	907-269-4549	Kirk Haug	907-465-5136	Doug Zellmer		Melinna Faw	907-269-7642
Savoonga	SVA	ANTHC	Steve McGee	907-240-6027	NSHC	Richard Kuzuguk	907-443-2087	Luke Smith	907-443-3403	Lena Mathlaw	907-443-5457	Brandi Adams	907-465-5530	Mike Sharp		Trisha Bower	907-451-2174
Saxman	SAX	ANTHC	Elizabeth Merrill	907-306-3233	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Jamie Bjorkman	907-262-3423		
Scammon Bay	SCM	ANTHC	Brent Hove	907-729-3658	YKHC	Billy Westlock	907-949-1236	Bob White	907-543-6428	Mike White	907-543-3475	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Stephen Price	907-269-7467
Selawik	WLK	ANTHC	Ryan McLaughlin	907-444-7886	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-442-7352	Fred Smith	907-442-3696	Brandi Adams	907-465-5530	Miki Smelter	907-451-2231		
Seldovia	SOV	VSW	Katie Winter	907-269-5137	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Jed Cox	907-269-4549	Kirk Haug	907-465-5136	Jamie Bjorkman	907-262-3423		
Shageluk	SHX	ANTHC	Brent Hove	907-729-3658	YKHC	Bruce Werba	907-476-2104	Bob White	907-543-6428	Fred Broerman	907-543-0890	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Sarah Durand	907-451-2761
Shaktolik	SAKK	VSW	Oscar Menendez	907-269-7606	NSHC	Vacant Position		Luke Smith	907-443-3403	Lena Mathlaw	907-443-5457	Brandi Adams	907-465-5530	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Shishmaref	SHH	ANTHC	Kalen Stamp	907-729-3995	NSHC	Richard Kuzuguk	907-443-2087	Luke Smith	907-443-3403	Lena Mathlaw	907-443-5457	Brandi Adams	907-465-5530	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Shungnak	SHG	ANTHC	Kalen Stamp	907-729-3995	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-442-7352	Fred Smith	907-442-3696	Brandi Adams	907-465-5530	Miki Smelter	907-451-2231		
Slana	SLA	VSW	Oscar Menendez	907-269-7606						Brendan Smyth	907-451-2744						
Sleetmute	SLQ	VSW	Aaron Wheatall	907-269-4967	YKHC	Bruce Werba	907-476-2104	Bob White	907-543-6428	Eli Jacobson	907-543-3475	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518	Sarah Durand	907-451-2761
South Naknek	WSN	ANTHC	Joyell Acuna	907-382-4913	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135	Kirk Haug	907-465-5136	Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Stebbins	WBB	ANTHC	Kalen Stamp	907-729-3995	NSHC	Vacant Position		Luke Smith	907-443-3403	Lena Mathlaw	907-443-5457	Brandi Adams	907-465-5530	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Stevens Village	SVS	VSW	Aaron Wheatall	907-269-4967	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Stony River	SRV	ANTHC	Corbyn Jahn	907-729-3543	YKHC	Bruce Werba	907-476-2104	Bob White	907-543-6428	Eli Jacobson	907-543-3475			Leslie Morrison	907-269-7518	Sarah Durand	907-451-2761
Takotna	TCT	VSW	Susan Randlett	907-269-7614	DEC	Matthew Russell	907-269-3067	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Karen Garland	907-451-2137	Sarah Durand	907-451-2761
Tanacross Village	TSG	ANTHC	Kay Sind	314-504-2287	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Sarah Durand	907-451-2761
Tanana	TAL	VSW	Oscar Menendez	907-269-7606	TCC	Lee Meckel	907-452-8251 ext. 3265	Noah Tsigonis	907-452-8251 ext. 3431	Andy Durny	907-451-2756	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Tatitlek	TAT	ANTHC	Kevin Ulrich	907-440-2864	DEC	Matthew Russell	907-269-3067	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	Christina Harris	907-262-3403	Melinna Faw	907-269-7642
Tazlina		ANTHC	Kay Sind	314-504-2287						Brendan Smyth	907-451-2744	Martin Suzuki	907-465-5140				
Teller	TLA	VSW	Aaron Wheatall	907-269-4967	NSHC	Richard Kuzuguk	907-443-2087	Luke Smith	907-443-3403	Lena Mathlaw	907-443-5457	Brandi Adams	907-465-5530	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Tenakee Springs	TKE	VSW	Katie Winter	907-269-5137						Iura Leahu	907-465-4814			James Latimer	907-262-3410		
Tetlin	THE	ANTHC	Kay Sind	314-504-2287	TCC	Vacant Position		Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Mike Sharp	907-451-2178	Sarah Durand	907-451-2761
Thorne Bay	KTB	VSW	Corey Swisher	907-269-7554	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	James Latimer	907-262-3410	Zach Gianotti	907-465-5318
Togiak	TOG	ANTHC	Victoria Jelderks	907-729-3659	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396	Carol Luckhurst	907-842-5135	Kirk Haug	907-465-5136	Doug Zellmer		Stephen Price	907-269-7467
Toksook Bay	OOK	ANTHC	Corbyn Jahn	907-729-3543	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-543-6428	Fred Broerman	907-543-0890	Dan DeSloover	907-465-5145	Doug Zellmer		Melinna Faw	907-269-7642
Trappers Creek		VSW	Carrie Bohan	907-465-5143								Kirk Haug	907-465-5136	Tee Little	907-376-1860		
Tulusak	TLT	VSW	Susan R														

Community Water Sewer Improvements Contact List

Community	3 Letter Airport Code	Project Agency Lead	Primary Project Engineer	Phone Number	RMW Region	Remote Maintenance Worker	Phone Number	RMW Supervisor	Phone Number	RUBA Contact	Phone Number	Operator Certification Contact	Phone Number	Drinking Water Staff	Phone Number	Solid Waste Contact	Phone Number
Tyonek Village	TYE	ANTHC	Joyell Acuna	907-382-4913	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Kirk Haug	907-465-5136	James Latimer	907-262-3410		
Ugashik	UGS	ANTHC	Victoria Jelderks	907-729-3659	BBAHC	Kenny Parker	907-842-9624	George Larsen	907-842-3396					Leah Van Sandt	907-269-7653	Stephen Price	907-269-7467
Unalakleet	UNK	VSW	Aaron Wheataill	907-269-4967	NSHC	Vacant Position		Luke Smith	907-443-3403	Lena Mathlaw	907-443-5457	Brandi Adams	907-465-5530	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Upper Kalskag	KLG	VSW	Aaron Wheataill	907-269-4967	YKHC	Bruce Werba	907-476-2104	Bob White	907-543-6428	Mike White	907-543-3475	Dan DeSloover	907-465-5145	Leslie Morrison	907-269-7518		
Utqiagvik	BRW	ANTHC	Kalen Stamp	907-729-3995						Andy Durny	907-451-2756	Martin Suzuki	907-465-5140	Miki Smelter	907-451-2231		
Venetie	VEE	ANTHC	Greg Martin	907-729-5620	TCC	Lee Meckel	907-452-8251 ext. 3265	Noah Tsigonis	907-452-8251 ext. 3431	Brendan Smyth	907-451-2744	Kirk Haug	907-465-5136	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Voznesenka	VOZ	VSW	Aaron Wheataill	907-269-4967	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Jed Cox	907-269-4549	Kirk Haug	907-465-5136	James Latimer	907-262-3410		
Wainwright	AIN	ANTHC	Kalen Stamp	907-729-3995						Andy Durny	907-451-2756	Martin Suzuki	907-465-5140	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Wales	WAA	VSW	Oscar Menendez	907-269-7606	NSHC	Richard Kuzuguk	907-443-2087	Luke Smith	907-443-3403	Lena Mathlaw	907-443-5457	Brandi Adams	907-465-5530	Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Whale Pass	WWP	VSW	Carrie Bohan	907-465-5143						Iura Leahu	907-465-4814						
White Mountain	WMO	ANTHC	Ryan McLaughlin	907-444-7886	NSHC	Richard Kuzuguk	907-443-2087	Luke Smith	907-443-3403	Lena Mathlaw	907-443-5457	Brandi Adams	907-465-5530	Karen Garland	907-451-2137	Trisha Bower	907-451-2174
Whittier	WHI	VSW	Corey Swisher	907-269-7554	DEC			John Johnson	907-269-7605	Jed Cox	907-269-4549	Kirk Haug	907-465-5136	Elizabeth Nakanishi	907-269-7517		
Yakutat	YAK	ANTHC	Kevin Ulrich	907-440-2864	DEC	Theo Graber	907-269-7571	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Jamie Bjorkman	907-262-3423	Zach Gianotti	907-465-5318

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Community & Project Name:

Date:

Instructions: Fill in the table with project details. Back-up documentation in the forms of maps and related reports are required.

	Description	Comments
1	Project descriptions and details, noting any ground disturbances, soil investigations, temporary items, staging areas, demolition, access roads, maps, etc.	
2	Are there any historic properties or cultural resources in the project area? <i>Request a presence/absence review: oha.revcomp@alaska.gov with project description, USDA contact, location information, map of project footprint, may take up to 30 days. (Provide comments in application). *</i>	
3	Review of potential wetlands (aerial view or soil survey) and any impacts, and a wetland delineation, if applicable. https://fwsprimary.wim.usgs.gov/wetlands/apps/wetlands-mapper/ or https://websoilsurvey.nrcs.usda.gov/app/HomePage.htm	
4	Is the project area in the 100- or 500-year floodplain? Include a map. If in a floodplain, submit a FIRM map and whether the community participates in the NFIP https://ags03.sec.usace.army.mil/portal/apps/webappviewer/index.html?id=a00a917304c94e9da5e4f934f8a910c4 and https://www.fema.gov/flood-maps/products-tools/know-your-risk/engineers-surveyors-architects and https://dced.maps.arcgis.com/apps/webappviewer/index.html?id=18fdb060875740fdad22099ca779d637	
5	Are there any contaminated sites or brownfield sites in the area? https://dec.alaska.gov/Applications/SPAR/PublicMVC/CSP/Search/ and https://dec.alaska.gov/spar/csp/brownfields/locate/	
6	Biological resources and any potential impacts (IPaC report attached). <i>(Consultation with F&W is the applicant's responsibility.)</i>	
7	Are there formally classified lands in the project area (farmland, wilderness areas, etc.)? https://www.nrcs.usda.gov/wps/portal/nrcs/surveylist/soils/survey/state/?stateId=AK	
8	Is the Coastal Management Program applicable?	No. The Alaska program expired in 2011.
9	Will the project impact water quality or result in a new discharge? (Significant {~30% increase/decrease} in quantity and/or quality, Clean Water Act, Section 402)	
10	Is the area in compliance with the Clean Air Act?	
11	Are there any Wild and Scenic Rivers in the area? <i>(Alaska wild and scenic rivers: https://www.nps.gov/locations/alaska/wild-and-scenic-rivers.htm)</i>	
11	Will the project impact any sole-source water aquifers? <i>(https://epa.maps.arcgis.com/apps/webappviewer/index.html?id=9ebb047ba3ec41ada1877155fe31356b)</i>	
12	Will the project have a disproportionately high and adverse human health or environmental impact on the Tribe, low-income populations, or minority populations? https://www.epa.gov/ejscreen	

1 **If you are an agency official or a qualified cultural resource professional (or have hired the services of one) with access to the restricted Alaska Heritage Resources Survey (AHRs) database <https://dnr.alaska.gov/ohasecurity/portal> please provide the results of your own review to USDA directly with the grant application.*

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Any of the items below will require an Environmental Assessment, which must be public noticed prior to obligation. See [7 CFR 1970.52\(b\)](#).
The eight-step process or additional consultation will need to be completed to determine related mitigation measures.

	<u>Description</u>	<u>Comments</u>
a.	Violations of any state or federal law or permit	
b.	New or expanded RCRA solid waste facilities	
c.	Hazardous releases	
d.	Any controversy	
e.	Adverse effects on (check all that apply):	
	<input type="checkbox"/> i) Historic properties - coordination with SHPO required	<input type="checkbox"/> v) Federally designated areas
	<input type="checkbox"/> ii) Listed or endangered species	<input type="checkbox"/> vi) Coastal areas
	<input type="checkbox"/> iii) Wetlands	<input type="checkbox"/> vii) Coral reefs
	<input type="checkbox"/> iv) Floodplains	

Does the project fit into the following (*choose one*):

- ☐ 1970.52 Extraordinary circumstances exist. USDA RD State Environmental Staff will determine need for Environmental Assessment or EIS.
- ☐ 1970.53 CEs involving no or minimal disturbance without an environmental report.
- ☐ 1970.54 CEs involving small-scale development with an environmental report.

Typical Permitting Requirements (*The list below may not have all permits required for the project*):

- | | |
|--|---|
| <input type="checkbox"/> SWPPP/NOI | <input type="checkbox"/> Gravel Mining Permit |
| <input type="checkbox"/> Drinking Water: Certificate to Construct | <input type="checkbox"/> Other: Fish Habitats |
| <input type="checkbox"/> Wastewater: Certificate to Construct | <input type="checkbox"/> Nationwide Wetland Permit |
| <input type="checkbox"/> Drinking Water: Certificate to Operate | <input type="checkbox"/> Individual Wetland Permit |
| <input type="checkbox"/> Wastewater: Certificate to Operate | <input type="checkbox"/> State Fire Marshal Plan Review (Certificate) |
| <input type="checkbox"/> Dewatering | <input type="checkbox"/> Elevation Certificate (Engineer or surveyor) |
| <input type="checkbox"/> Construction Waste Burial Permit (Monofill) | <input type="checkbox"/> Floodplain Permit (Issued by City or other) |
| <input type="checkbox"/> Certification of VA/ERP completion | <input type="checkbox"/> Fish Habitat (SOA ADF&G) |
| <input type="checkbox"/> Temporary Water Use | <input type="checkbox"/> NPA Applicant Awareness Permit |
| <input type="checkbox"/> Water Rights Appropriation | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Other: | <input type="checkbox"/> Other: |

Prepared by:

Name, Date: _____

Title: _____

Approved by:

Name, Date: _____

Title: _____

Agency:

Name, Date: _____

Title: _____

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Attachment A - Examples of Mitigation Measures. The information below is not a full list, as each project has their own set of challenges. Compare the mitigation measures in the Preliminary Engineering Report.

- ☐ Disturbance to birds will be avoided by following the USFWS' Land Clearing Timing Guidance for Alaska.
- ☐ Workers will be instructed that if an active nest is encountered, such as on construction equipment, attached to buildings, or on the ground, it must be left in place and undisturbed until the young hatch and depart.
- ☐ Protect storm drains downgradient from excavation areas with straw wattles or other sediment trapping devices.
- ☐ Vegetate or cover exposed soils with coarse fill to prevent soil erosion and water body sedimentation.
- ☐ Dispose of leftover excavated material and construction and demolition waste in an Alaska Department of Environmental Conservation (ADEC) permitted solid waste facility, such as the Class I Landfill, which accepts ash, construction and demolition, inert, and municipal wastes or construction debris disposed of in a Class III landfill, if permitted to accept those wastes.
- ☐ Provide spill response materials to construction crews and ensure construction crews are trained to prompt respond to spills.
- ☐ If hazardous materials are spilled or discovered during excavation, report the spill or discovery to ADEC's Spill Prevention and Response (SPAR) Division.
- ☐ Limit, to the maximum extent practicable, the amount of land disturbed during excavation.
- ☐ Water soil stockpiles and exposed areas, especially during dry and windy conditions.
- ☐ Cover stockpiles to prevent wind erosion.
- ☐ Vegetate or cover exposed areas with coarse material to prevent wind erosion. Avoid excessive idling of construction equipment.
- ☐ If soils are temporarily disturbed, re-vegetation will occur to stabilize them.
- ☐ Best Management Practices must be utilized during construction to minimize or avoid potential impacts to water quality of other resources.
- ☐ Emissions from vehicles and equipment must be maintained below applicable state and local emission control plans.
- ☐ Fugitive dust from construction activities must be reduced during construction by use of water or other dust control measures.
- ☐ Construction must be limited to waking hours to reduce noise impacts (10 hours).
- ☐ If necessary, a Storm Water Pollution and Prevention Plan and Notice of Intent and National Pollutant Discharge Permit must be completed/obtained.
- ☐ If necessary, a construction waste burial permit will be obtained, or the waste may be hauled back to an approved facility.
- ☐ Proper sedimentation and erosion control construction techniques will be used.
- ☐ In the event historic artifacts are discovered, all work must be stopped immediately, and appropriate agencies and local police or state troopers must be contacted.
- ☐ Other:

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Attachment B - The 1970.54 CFR regulation below typically applies to most RAVG projects.

This is only provided as a reference and not to supersede any CFR or environmental requirements that need to be followed.

1970.54 (a) Small-scale site-specific development. The following CEs apply to proposals where site development activities (including construction, expansion, repair, rehabilitation, or other improvements) for rural development purposes would impact not more than 10 acres of real property and would not cause a substantial increase in traffic. These CEs are identified in [paragraphs \(a\)\(1\) through \(a\)\(9\)](#) of this section. This paragraph does not apply to new industrial proposals (such as ethanol and biodiesel production facilities) or those classes of action listed in [§§ 1970.53, 1970.101, or 1970.151](#).

- (3) Community facilities such as municipal buildings, libraries, security services, fire protection, schools, and health and recreation facilities.
 - (4) Infrastructure to support utility systems such as water or wastewater facilities; headquarters, maintenance, equipment storage, or microwave facilities; and energy management systems. This does not include proposals that either create a new or relocate an existing discharge to or a withdrawal from surface or ground waters, or cause substantial increase in a withdrawal or discharge at an existing site.
 - (5) Installation of new, commercial-scale water supply wells and associated pipelines or water storage facilities that are required by a regulatory authority or standard engineering practice as a backup to existing production well(s) or as reserve for fire protection.
 - (6) Construction of telecommunications towers and associated facilities, if the towers and associated facilities are 450 feet or less in height and would not be in or visible from an area of documented scenic value.
 - (7) Repair, rehabilitation, or restoration of water control, flood control, or water impoundment facilities, such as dams, dikes, levees, detention reservoirs, and drainage ditches, with minimal change in use, size, capacity, purpose, operation, location, or design from the original facility.
- (b) Small-scale corridor development.** The following CEs apply to financial assistance for:
- (1) Construction or repair of roads, streets, and sidewalks, including related structures such as curbs, gutters, storm drains, and bridges, in an existing right-of-way with minimal change in use, size, capacity, purpose, or location from the original infrastructure;
 - (2) Improvement and expansion of existing water, waste water, and gas utility systems:
 - (i) Within one mile of currently served areas irrespective of the percent of increase in new capacity, or
 - (ii) Increasing capacity not more than 30 percent of the existing user population;
 - (3) Replacement of utility lines where road reconstruction undertaken by non-Agency applicants requires the relocation of lines either within or immediately adjacent to the new road easement or right-of-way
 - (7) Construction of small electric generating facilities (except geothermal and solar electric projects), including those fueled with wind or biomass, with a rating of 10 average MW or less. All supporting facilities and new related electric transmission lines 10 miles in length or less are included;
 - (10) Solar electric projects or solar thermal projects developed on up to 10 acres of land including all supporting facilities and new related electric transmission lines 10 miles in length or less;
 - (11) Distributed resources of any capacity located at or adjacent to an existing landfill site or wastewater treatment facility that is powered by refuse-derived fuel. All supporting facilities and new related electric transmission lines 10 miles in length or less are included;