

Request for Information/Letters of Interest: Palmer, Alaska

Office, Storage, and Training Space for the Department of Natural Resources, Division of Forestry and Fire Protection

Category: Procurement and Public Notice

Department: Natural Resources
Division of Forestry & Fire Protection
Location: Palmer, Alaska

Body of Notice: Request for Information (RFI)

The Department of Transportation & Public Facilities, Division of Facilities Services (DOT&PF), Leasing is requesting information on available office, storage, training, and other types of space to lease for the Department of Natural Resources, Division of Forestry and Fire Protection (DNR). DNR is seeking this space for the Fire Programs wildland fire crews for readiness, training, and storage of firefighting equipment. The ideal location is Palmer, Alaska.

The State of Alaska (State) is seeking letters of interest from contractors, developers, or lessors, interested in providing approximately 14,000 square feet of usable indoor heated space to accommodate storage, garage, office, and fire crew readiness space. The ideal lot size would be no less than 4 acres to accommodate the facility, parking, and the possibility of a future dormitory facility for wildland fire emergency responders. The office space must be located within the City of Palmer or, within 5 miles of 101 Airport Road, Palmer, Alaska (North end of the Palmer Airport).

The space shall include the following special features. The square footage is approximate.

Storage/Garage Space Requirements

- 6,500 square feet indoor truck storage
- 1,300 square feet indoor heated fire cache space used to store firefighting equipment and gear
- 1,500 square feet indoor heated workshop
- 400 square feet secure lockable storage room

Office/Restroom/Kitchen Requirements (supervisor area)

- 200 square feet for two approximately 10 feet by 10 feet, closed door offices
- 600 square feet for a twelve workstations area
- 40 square feet for one coffee/kitchen area
- Two dedicated restrooms

Training/Fitness/Readiness Requirements (crew area)

- 1,100 square feet for a Ready & Training Room
- 1,800 square feet for an Exercise Room
- 800 square feet minimum for a changing area to include: lockers, showers, and restrooms
- 125 square feet minimum for a laundry room

Outdoor Facilities

- 1,200 square feet for outdoor covered rest area
- 10,000 square feet minimum for outdoor grass training and exercise area
- Minimum of two spigots for truck wash area
- Perimeter fencing

- Outdoor parking for forty employee vehicles
- Outdoor parking for four visitor vehicles one of which should meet ADA compliance requirements.
- Outdoor parking for ten agency vehicles

Additive Alternatives

- Ability to accommodate emergency responder housing (16 room/32 bed) or, 16 on site RV parking pads with single point potable water and septic dump station.

The State will consider a long-term lease (approximately 10 years) with a preferred occupancy date of January 1, 2025. The lease will include maintenance of the leased space.

The State may consider all alternative space where it is economically advantageous. The State will use the information it receives in response to this advertisement as the basis to develop a cost/benefit analysis and to determine whether to compete this office lease space requirement or take other appropriate action.

If you are interested in providing the space outlined in this RFI to the State in Palmer or Wasilla, Alaska, respond in writing no later than October 13, 2023. Responses must indicate compliance with the items below and include a name, contact information, and building location/address:

- Size of proposed building floorplan and land.
- Location of building to include physical address and legal description.
- Number of parking spaces available designated to accommodate employees and visitors.
- Estimated occupancy date building could be ready for the State.

This RFI does not obligate the State to issue a solicitation, award a contract, or pay any costs incurred in the preparation of a response to this RFI. Do not submit price/costs with your response, a Notice of Award for space will not be made as a direct result of this RFI. Contact information will be kept on file for any potential future related Request for Proposal (RFP) solicitations under AS 36.30, Alaska State Procurement Code.

Responses to this RFI will be held confidential until the state determines that no solicitation is necessary or, if the state determines a solicitation is necessary, responses to this RFI will not become public until award(s) resulting from the solicitation are made.

Written responses may be sent via: US Mail, fax, or email to the following address. Please note the State does not accept responsibility for failed fax or emailed response deliveries.

Department of Transportation & Public Facilities
 Division of Facilities Services
 c/o Jacqueline "Jackie" Lea, Leasing Contracting Officer
 550 West 7th Avenue, Suite 200
 Anchorage, AK 99501
 Phone: (907) 269-0305
 FAX: (907) 269-0308
jacqueline.lea@alaska.gov