



**ALASKA COURT SYSTEM
Barrow Courthouse Lease
Project Number BAR-L-24-0007**

**Pre-bid Meeting
April 12, 2024 @ 2:00 PM AKST**

This is the pre-bid meeting for the Barrow Courthouse Lease RFP.

Introductions:

Hanna Humphries; Leasing & Contracts Manager, Alaska Court System
Anna Harrison; Director of Facilities, Alaska Court System

During this meeting Alaska Court System (ACS) can answer any general questions that are covered in the Bid Docs. Please email any scope-specific or technical questions directly to the Leasing & Contracts Manager. Please bear in mind that an oral response to a question is not binding on the Alaska Court System. ACS will distribute to all prospective bidders an addendum listing the questions asked and the court system's official responses.

A General Description of the Project is given on the cover of the Request for Proposals and in the Summary of Work within the RFP.

Specifically this project includes:

BASE BID:

Provide a remodel of an existing facility or construction of a new facility to accommodate the Alaska Court System in Barrow, Alaska. The facility shall be built out to provide approximately 7,500-10,000 square feet of net usable space, including finishes, amenities, and services described in the RFP. Lease term shall be fifteen (15) years with two (2) five (5)-year options to renew. Lease commencement will be July 1, 2025.

DEADLINES:

- Submittal Deadline: Friday, May 10, 2024 at 12:00 PM AKST

Questions:

1. Explain amortization of construction costs over the life of the lease.

Answer: Below is an example of how construction costs would be amortized over the life of a lease:

Terms:

Base Monthly Lease Rate:	\$1,000.00
Total Lease Term in Months:	60
Construction Costs:	\$10,000.00

Calculation:

Base month lease payment:	\$1,000.00
Additional monthly lease payment for construction:	\$166.67
New monthly lease rate:	<u>\$1,166.67</u>
Total Value of the Lease over 60 Months:	\$70,000.00

2. What is ACS's expectation of a time frame/ scheduling for a project of this nature? Are we able to extend the contract timeframe and lease commencement date should there be any delays?

Answer: The expectation is that the facility will be ready to occupy at the time the new lease starts, however, the Court System is understanding of challenges related to obtaining materials and contracting in rural communities. That said, there may be the ability to negotiate a new start date based on the date the facility is complete that would be mutually beneficial to the Court System and selected vendor.

3. Does ACS require a separate public entry to their space?

Answer: Please reference Section 9, Ingress and Egress, of the Technical Lease Requirements.

4. Example photos of completed similar projects





Attendees:

1. Ross Wilhelm (UIC)
2. Alaina Bankston (UIC)
3. Aurora Kassube (UIC)

End of Section