

STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES
SOUTHCOST REGION
MAINTENANCE & OPERATIONS



QUOTE DOCUMENTS

PROJECT: Hoonah Airport Drilling Services
CONTRACT NO.: SFAPT00532/SPC25253-018

Up to date and additional information is available on the web at (<http://dot.alaska.gov>). Under the Section called "Find it Fast!" select **DOT&PF Public Notices.** Look through the section called "Procurement" for the Invitation to Quotes

AS-ADVERTISED DATE: 06/27/2025

TABLE OF CONTENTS

PROJECT: Hoonah Airport Drilling Services
CONTRACT NO.: SFAPT00532/SPC25253-018

BIDDING AND CONTRACT REQUIREMENTS

Form SPC-001	Invitation for Quotes for A Small Procurement
	Special Notice to Bidders
Form 25A-301	Federal EEO Bid Conditions
	Required Documents
Form SPC-002	Quote Submittal
Form SPC-003	Notice of Award
Form SPC 003a	Notice to Proceed
Form SPC-008	Offeror's Questionnaire
Form 25D-5	Subcontractor List
Form 25D-6	Bidder Registration
Form 25A-304	EEO-1 Certification
Form 25D-12	Payment Bond
Form 25D-13	Performance Bond
Form 25D-14	Bid Bond
	Scope of Work (5 Pages)
	Bid Forms (1 Page)



**STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES**

**INVITATION FOR QUOTES FOR
A SMALL PROCUREMENT
(CONSTRUCTION RELATED)**

[per AS 36.30.320(a)]

Project Name & No.: <u>Hoonah Airport Drilling Services;</u> <u>SFAPT00523/SPC25253-018</u> Location: <u>Hoonah, Alaska</u>	Procurement Agency and Address: <u>State of Alaska, DOT&PF</u> <u>6860 Glacier Highway, Juneau, AK 99801, or</u> <u>P.O. Box 112506 Juneau, AK 99811-2506</u>
---	--

Procurement Officer: <u>Christopher Goins, P.E.</u>	Date of Issuance: <u>06/27/2025</u>
---	-------------------------------------

DESCRIPTION OF WORK, REQUIRED COMPLETION DATE, LISTING OF ATTACHMENT:
Provide all crew and equipment to complete Drilling Services for a geotechnical subsurface investigation at the Hoonah Airport in Hoonah, Alaska that includes 29, 4-ft deep borings and 4, 20-ft borings. The contract completion date is ten days from the start date. A hard copy, original bid bond is required if Basic Bid is equal or greater than \$100,000. Payment and Performance Bonds will be required from the apparent low bidder if the award amount is in excess of \$100,000.

This is a Federal-Aid State Funded contract. The completion date for this work is: **10 days from the start**

The Project cost estimate is: under \$10,000 \$10,000 - \$50,000 \$50,001 - \$100,000 \$100,001 - \$200,000^{1,2}
1. Quotes in excess of \$100,000 will be deemed non-responsive. 2. Any project in excess of \$100,000 must be bonded.

Davis-Bacon Wages (Title 36.05): are are not required on this project.

The following insurance coverages are required: Workers Comp General Liability Automobile

Bonding Requirements: Any project in excess of \$100,000 must be bonded.
The undersigned proposes to furnish Payment Bond in the amount of 50% and Performance Bond in the amount of 50% (of the contract), as surety conditioned for the full, complete and faithful performance of this contract. (See Bid Bond Sheet 25D-14, Payment Bond SPC-005 and Performance Bond SPC-006 forms.)

Quotes for furnishing all labor, equipment and materials and performing all work for the above Project are invited. To be eligible for consideration, quotes must be received before **2:00 pm** local time on the **11th** day of **July, 2025**. Late quotes cannot be accepted. Disadvantaged Business Enterprises (DBE's) may submit quotes and will not be discriminated against on the grounds of race, color, national origin or sex in consideration for an Award which results from this invitation. Any errors, omissions, or questions pertaining to solicitation procedures or Project requirements, requests for additional documents, or inquiries pertaining to site conditions or scheduled visits must be made to:
 Name: Mitch McDonald, at: 6860 Glacier Highway, Juneau, AK 99801
 Title: Regional Engineering Geologist, Telephone: (907) 487-4454; Fax: (907) 465-3506
 Applicable provisions of AS 36.30 and 2 AAC 12 govern this solicitation.

SUBMITTAL OF QUOTES: Quotes for this Project must be submitted in the manner noted below. All Offerors must familiarize themselves with the *Instructions to Offerors*, page 2 of this form, prior to submitting their quote.

- VERBAL QUOTES SHALL BE GIVEN TO _____ AT THE ABOVE NOTED TELEPHONE NUMBER, PRIOR TO THE STATED DEADLINE. (See above Bonding Requirements.)

- WRITTEN QUOTES, INCLUDING AMENDMENTS OR WITHDRAWALS, MUST BE RECEIVED PRIOR TO THE ABOVE NOTED DEADLINE. QUOTES MUST BE SUBMITTED ON FORM SPC-002, QUOTE SUBMITTAL, ATTACHED. (See above Bonding Requirements.)

Written quotes may be submitted by Fax, hand delivered, or mailed in a sealed envelope. Confidentiality is only assured for sealed quotes. Mailed quotes must allow time for delivery and the envelope must be marked as follows:

Quote for Project: Name: <u>Hoonah Airport Drilling Services</u> Number: <u>SFAPT00523/SPC25253-018</u> Attn: <u>Michael Brown Contracts Officer</u> Fax: <u>907-465-4238</u> Email: <u>srdotpfcontracts@alaska.gov</u>	Procurement Agency Address: <u>State of Alaska, DOT & PF</u> <u>6860 Glacier Highway</u> <u>Juneau, AK 99801</u>
--	--

Quote amendments or withdrawals must be made in writing to the individual of the Procurement Agency receiving the quotes, and must be received prior to the time for quote submittal.



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

INVITATION FOR QUOTES FOR
A SMALL PROCUREMENT
(CONSTRUCTION RELATED)

INSTRUCTIONS TO OFFERORS

The State of Alaska desires that all Offerors submitting quotes on construction contracts are given a fair and equal opportunity to compete. Offerors are required to follow these instructions:

REVIEW THE PROJECT DOCUMENTS: Most construction Projects in excess of \$1,000 will have some type of written documentation prepared expressly for the Work. If you are asked to submit a quote and no written information has been provided, you should ask the procurement Agency for written documentation. If the scope of services have been described to you verbally, and you are selected for Contract Award, you must ensure that the information of the services to be performed (scope of work) is put in writing prior to accepting the Contract. When providing a Quote, carefully review and consider all materials related to the solicitation and work of the contract. **By submitting a quote the Offeror warrants that they are familiar with the Project requirements, have visited or otherwise examined the site, and are aware of the conditions to be encountered.** Offeror's can verify the contents and completeness of their quote documents by contacting the procurement Agency individual named on the front of this form.

SUBMITTING THE QUOTE: The Quote must be submitted in one of the following formats as called for in the Invitation:

1. **ORALLY** - if a verbal quote is solicited, the Offeror must provide, in addition to their quote amount and mailing address -- (1) their valid Alaska Business License number, (2) if applicable, a valid Contractor's Registration number, (3) their status as an Alaskan Bidder (Offeror), (4) their intended use of Alaskan products, (5) the carrier's name and policy number for their Workers' Comp Insurance (or a statement of sole proprietorship, if applicable), and (6) the Employer (Tax) Identification Number or Social Security Number. The Procurement Agency will enter this information on the quote schedule.
2. **WRITTEN** - if a written quote is solicited, the Offeror must complete, in ink or typewritten, the *Small Procurement Quote Submittal*, Form SPC-002. Failure to acknowledge receipt of addenda or to execute the form correctly and completely may disqualify the quote.

NOTE: The Department of Labor requires an Offeror to be licensed and registered for the required type of work prior to submitting a quote. If the procurement Agency determines the Offeror is improperly registered or licensed, their quote may be deemed nonresponsive.

SUBCONTRACTOR LISTING: Subcontractors intended to be utilized on this contract must be listed in the response to the solicitation. Work shall not be awarded to any subcontractor without prior approval from the procurement Agency. Subcontractors may be added or removed only as approved by the procurement Agency.

DETERMINATION OF THE LOWEST RESPONSIBLE QUOTE AND CONTRACT AWARD: Following receipt and determination of all responsive oral, written or sealed quotes, the procurement Agency will compare the quotes and determine the lowest Offeror. If the procurement Agency discovers a discrepancy between the unit price amount and the extended amount; the unit price amount will prevail. Conditioned quotes, unless expressly requested, will not be considered. When the quote schedule is composed of a basic amount with alternates, the procurement Agency will base its determination of the low quote and the amount of the Contract Award solely upon those quotes, basic and alternates, that are priced within the extent of available construction funds. Alternates will be considered for Award in the order listed, except that if the order of Offerors is not affected, the Award may include any combination of funded alternates, or none, as may be in the best interest of the procurement Agency.

When determining the lowest quote, the procurement Agency will also give a 5% Alaska Offeror's preference and an appropriate Alaska Products preference to quotes designating the applicability of a preference. To qualify for the Offeror's preference (per AS 36.30.170) the Offeror **must** (1) hold a current Alaska Business License, (2) submit the quote under the name appearing on the license, (3) have staffed and maintained a place of business within Alaska for the previous six months and (4) be incorporated or qualified to do business under the laws of the State. In addition, if the Offeror is a partnership or joint venture, all parties must meet the criteria to be eligible for the preference. A booklet fully describing the Alaska Preferences (Bidder, Offeror, Product, Disabilities, Veteran) program is available at <http://doa.alaska.gov/dgs/pdf/pref2.pdf>. A detailed description of the Alaska Products Preference Program is available at <http://www.commerce.state.ak.us/ded/dev/prodpref/prodpref.htm>.

The procurement Agency will make a determination of **responsibility** as required by 2 AAC 12.500. If the lowest Offeror is declared responsible, the procurement Agency will execute the *Notice of Award / Notice to Proceed*, Form SPC-003, and send it to the Offeror for acknowledgement. If the lowest Offeror is found to be nonresponsive, this process will be repeated with the second lowest Offeror -- and so on until the lowest responsive and responsible Offeror is determined.

NOTICE OF AWARD AND PROTEST: A written notice will be provided on all Awards exceeding \$ 25,000 (2 AAC 12.400(h)). All protests must be filed with the Commissioner of the procurement Agency (or designee) and copied to the Procurement Officer. Protest procedures are described in AS 36.30.560 and 2 AAC 12.695. The extent of the protest remedy is limited to quote preparation costs (AS 36.30.585).

3. INDEMNITY AND INSURANCE – The following insurance is required for all construction contracts:

Article 1. Indemnification

The Contractor shall indemnify, hold harmless, and defend the contracting agency from and against any claim of, or liability for error, omission or negligent act 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 and the following 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.

Article 2. Insurance

Without limiting contractor's indemnification, it is agreed that contractor shall purchase at its own expense and maintain in force at all times during the performance of services under this agreement 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 state shall be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the contracting officer prior to beginning work and must provide for a notice of cancellation, non-renewal, or material change of conditions in accordance with policy provisions. Failure to furnish satisfactory evidence of insurance or lapse of the policy is a material breach of this contract and shall be grounds for termination of the contractor's services. All insurance policies shall comply with and be issued by insurers licensed to transact the business of insurance under AS 21.

2.1 Workers' Compensation Insurance: The Contractor shall provide and maintain, for all employees engaged in work under this contract, coverage as required by AS 23.30.045, and; where applicable, any other statutory obligations including but not limited to Federal U.S.L. & H. and Jones Act requirements. The policy must waive subrogation against the State.

2.2 Commercial General Liability Insurance: The State of Alaska, Department of Transportation and Public Facilities shall provide a policy that will protect the state against tort claims for negligent acts of the Contractor. This policy will only cover duties and services performed under this contract. The policy is only provided to those Contractors who are unable to secure a policy in the commercial market. For those Contractors who can obtain a policy in the performance of services under this agreement, please provide with minimum coverage limits of \$300,000 combined single limit per claim.

2.3 Commercial Automobile Liability Insurance: covering all vehicles used by the Contractor in the performance of services under this agreement with minimum coverage limits of \$300,000 combined single limit per claim.

**SPECIAL NOTICE
TO
BIDDERS**

1.) The bidder shall [MUST] have a valid Alaska business license at the time the contract is awarded. To qualify as an Alaska bidder under AS 36.30.321, a bidder shall have a valid Alaska business license at the time designated in the invitation for quotes for quote opening. Bidders are required to submit evidence of a valid Alaska Business License in accordance with AS 43.70.020 and 12 AAC 12.020.



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC
FACILITIES

FEDERAL EEO BID CONDITIONS

NOTICE OF REQUIREMENT FOR AFFIRMATIVE ACTION TO ENSURE EQUAL EMPLOYMENT OPPORTUNITY (EXECUTIVE ORDER 11246)

1. The Offeror's or Bidder's attention is called to the "Equal Opportunity Clause" and the "Standard Federal Equal Employment Opportunity Construction Contract Specifications" set forth herein.
2. The goals and timetables for minority and female participation, expressed in percentage terms for the Contractor's aggregate workforce in each trade on all construction work in the covered area, are as follows:

Economic Area	Goals for minority participation in each trade	Goals for female participation in each trade
Anchorage Metropolitan Statistical Area	8.7%	6.9%
Remainder of State	15.1%	

These goals are applicable to all of the Contractor's construction work (whether or not it is Federal or federally-assisted) performed in the covered area. If the Contractor performs construction work in a geographical area located outside of the covered area, it shall apply the goals established for such geographical area where the work is actually performed. With regard to this second area, the Contractor also is subject to the goals for both its federally involved and non-federally involved construction.

The Contractor's compliance with the Executive Order and the regulations in 41 CFR Part 60-4 shall be based on its implementation of the Equal Opportunity Clause, specific affirmative action obligations required by the specifications set forth in 41 CFR 60-4.3(a), and its efforts to meet the goals. The hours of minority and female employment and training must be substantially uniform throughout the length of the contract, and in each trade, and the Contractor shall make a good faith effort to employ minorities and women evenly on each of its projects. The transfer of minority or female employees or trainees from Contractor to Contractor or from project to project for the sole purpose of meeting the Contractor's goals shall be a violation of the contract, the Executive Order and the regulations in 41 CFR Part 60-4. Compliance with the goals will be measured against the total work hours performed.

3. The Contractor shall provide written notification to the Director of the Office of Federal Contract Compliance Programs (OFCCP) within 10 working days of award of any construction subcontract in excess of \$10,000 at any tier for construction work under the contract resulting from this solicitation. The notification shall list the name, address, and telephone number of the subcontractor; employer identification number of the subcontractor; estimated dollar amount of the subcontract; estimated starting and completion dates of the subcontract; and the geographical area in which the subcontract is to be performed.
4. As used in this notice and in the contract resulting from this solicitation, the "covered area" is **the State of Alaska**.

STANDARD FEDERAL EQUAL EMPLOYMENT OPPORTUNITY CONSTRUCTION CONTRACT SPECIFICATIONS FOR ALL NON-EXEMPT FEDERAL AND FEDERALLY-ASSISTED CONSTRUCTION CONTRACTS TO BE AWARDED IN THE STATE OF ALASKA

1. Definitions. As used in these specifications:
 - a. “**Covered area**” means the geographical area described in the solicitation from which this contract resulted;
 - b. “**Director**” means Director, Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, or any person to whom the Director delegates authority;
 - c. “**Employer identification number**” means the Federal social security number used on the Employer’s Quarterly Federal Tax Return, U.S. Treasury Department Form 941.
 - d. “**Minority**” includes:
 - (1) Black (all persons having origins in any of the Black African racial groups not of Hispanic origin);
 - (2) Hispanic (all persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race);
 - (3) Asian and Pacific Islander (all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands); and
 - (4) American Indian or Alaska Native (all persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participation or community identification).
2. Whenever the Contractor, or any subcontractor at any tier, subcontracts a portion of the work involving any construction trade, it shall physically include in each subcontract in excess of \$10,000 the provisions of these specifications and the Notice which contains the applicable goals for minority and female participation and which is set forth in the solicitations from which this contract resulted.
3. If the Contractor is participating (pursuant to 41 CFR 60-4.5) in a Hometown Plan approved by the U.S. Department of Labor in the covered area, either individually or through an association, its affirmative action obligations on all work in the Plan area (including goals and timetables) shall be in accordance with that Plan for those trades which have unions participating in the Plan. Contractors must be able to demonstrate their participation in and compliance with the provisions of any such Hometown Plan. Each Contractor or subcontractor participating in an approved Plan is individually required to comply with its obligations under the EEO clause, and to make a good faith effort to each goal under the Plan in each trade in which it has employees. The overall good faith performance by other Contractors or subcontractors toward a goal in an approved Plan does not excuse any covered Contractor’s or subcontractor’s failure to take good faith efforts to achieve the Plan goals and timetables.
4. The Contractor shall implement the specific affirmative action standards provided in paragraphs 7a through 7p of these specifications. The goals set forth in the solicitation from which this contract resulted are expressed as percentages of the total hours of employment and training of minority and female utilization the Contractor should reasonably be able to achieve in each construction trade in which it has employees in the covered area. Covered construction contractors performing construction work in a geographical areas where they do not have a Federal or federally assisted construction contract shall apply the minority and female goals established for the geographical area where the work is being performed. Goals are published periodically in the Federal Register in notice form, and such notices may be obtained from any Office of Federal Contract Compliance

Programs office or from Federal procurement contracting officers. The Contractor is expected to make substantially uniform progress in meeting its goals in each craft during the period specified.

5. Neither the provisions of any collective bargaining agreement, nor the failure by a union with whom the Contractor has a collective bargaining agreement, to refer to either minorities or women shall excuse the Contractor's obligations under these specifications, Executive Order 11246, or the regulations promulgated pursuant thereto.
6. In order for the nonworking training hours of apprentices and trainees to be counted in meeting the goals, such apprentices and trainees must be employed by the Contractor during the training period, and the Contractor must have made a commitment to employ the apprentices and trainees at the completion of their training, subject to the availability of employment opportunities. Trainees must be trained pursuant to training programs approved by the U.S. Department of Labor.
7. The Contractor shall take specific affirmative actions to ensure equal employment opportunity. The evaluation of the Contractor's compliance with these specifications shall be based upon its effort to achieve maximum results from its actions. The Contractor shall document these efforts fully, and shall implement affirmative action steps at least as extensive as the following:
 - a. Ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which the Contractor's employees are assigned to work. The Contractor, where possible, will assign two or more women to each construction project. The Contractor shall specifically ensure that all foremen, superintendents, and other onsite supervisory personnel are aware of and carry out the Contractor's obligation to maintain such a working environment, with specific attention to minority or female individuals working at such sites or in such facilities.
 - b. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when the Contractor or its unions have employment opportunities available, and maintain a record of the organizations' responses.
 - c. Maintain a current file of the names, addresses and telephone numbers of each minority and female off-the-street applicant and minority or female referral from a union, a recruitment source or community organization and of what action was taken with respect to each such individual. If such individual was sent to the union hiring hall for referral and was not referred back to the Contractor by the union or, if referred, not employed by the Contractor, this shall be documented in the file with the reason therefor, along with whatever additional actions the Contractor may have taken.
 - d. Provide immediate written notification to the Director when the union or unions with which the Contractor has a collective bargaining agreement has not referred to the Contractor a minority person or woman sent by the Contractor, or when the Contractor has other information that the union referral process has impeded the Contractor's efforts to meet its obligations.
 - e. Develop on-the-job training opportunities and/or participate in training programs for the area which expressly include minorities and women, including upgrading programs and apprenticeship and trainee programs relevant to the Contractor's employment needs, especially those programs funded or approved by the Department of Labor. The Contractor shall provide notice of these programs to the sources compiled under 7b above.
 - f. Disseminate the Contractor's EEO policy by providing notice of the policy to unions and training programs and requesting their cooperation in assisting the Contractor in meeting its EEO obligations; by including it in any policy manual and collective bargaining agreement; by publicizing it in the company newspaper, annual report, etc.; by specific review of the policy with all management personnel and with all minority and female employees at least once a year; and by posting the company EEO policy on bulletin boards accessible to all employees at each location where construction work is performed.

- g. Review, at least annually, the company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination or other employment decisions including specific review of these items with onsite supervisory personnel such as superintendents, general foreman, etc., prior to the initiation of construction work at any job site. A written record shall be made and maintained identifying the time and place of these meetings, persons attending, subject matter discussed, and dispositions of the subject matter.
 - h. Disseminate the Contractor's EEO policy externally by including it in any advertising in the news media, specifically including minority and female news media, and providing written notification to and discussing the Contractor's EEO policy with other Contractors and Subcontractors with whom the Contractor does or anticipates doing business.
 - i. Direct its recruitment efforts, both oral and written, to minority, female and community organizations, to schools with minority and female students and to minority and female recruitment and training organizations serving the Contractor's recruitment area and employment needs. Not later than one month prior to the date for the acceptance of applications for apprenticeship or other training by any recruitment source, the Contractor shall send written notification to organizations such as the above, describing the openings, screening procedures, and tests to be used in the selection process.
 - j. Encourage present minority and female employees to recruit other minority persons and women and, where reasonable, provide after school, summer and vacation employment to minority and female youth both on the site and in other areas of a Contractor's workforce.
 - k. Validate all tests and other selection requirements where there is an obligation to do so under 41 CFR Part 60-3.
 - l. Conduct, at least annually, an inventory and evaluation of all minority and female personnel for promotional opportunities and encourage these employees to seek or to prepare for, through appropriate training, etc., such opportunities.
 - m. Ensure that seniority practices, job classifications, work assignments and other personnel practices do not have a discriminatory effect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and the Contractor's obligations under these specifications are being carried out.
 - n. Ensure that all facilities and company activities are nonsegregated except that separate or single-user toilet and necessary changing facilities shall be provided to assure privacy between the sexes.
 - o. Document and maintain a record of all solicitations of offers for subcontractors from minority and female construction contractors and suppliers, including circulations of solicitations to minority and female contractor associations and other business associations.
 - p. Conduct a review, at least annually, of all supervisors' adherence to and performance under the Contractor's EEO policies and affirmative action obligations.
8. Contractors are encouraged to participate in voluntary associations which assist in fulfilling one or more of their affirmative action obligations (7a through 7p). The efforts of a contractor association, joint contractor-union, contractor-community, or other similar group of which the Contractor is a member and participant, may be asserted as fulfilling any or more of its obligations under 7a through 7p of these specifications provided that the Contractor actively participates in the group, makes every effort to assure that the group has a positive impact on the employment of minorities and women in the industry, ensures that the concrete benefits of the program are reflected in the Contractor's minority and female work force participation, makes a good faith effort to meet its individual goals and timetables, and can provide access to documentation which demonstrates the effectiveness of actions taken on behalf of the Contractor. The obligation to comply, however, is the Contractor's and failure of such a group to fulfill an obligation shall not be a defense for the Contractor's noncompliance.

9. A single goal for minorities and a separate single goal for women have been established. The Contractor, however, is required to provide equal employment opportunity and to take affirmative action for all minority groups, both male and female, and all women, both minority and non-minority. Consequently, the Contractor may be in violation of the Executive Order if a particular group is employed in a substantially disparate manner (for example, even though the Contractor has achieved its goals for women generally, the Contractor may be in violation of the Executive Order if a specific minority group of women is underutilized).
10. The Contractor shall not use the goals and timetables or affirmative action standards to discriminate against any person because of race, color, religion, sex, sexual orientation, gender identity, or national origin.
11. The Contractor shall not enter into any subcontract with any person or firm debarred from Government contracts pursuant to Executive Order 11246.
12. The Contractor shall carry out such sanctions and penalties for violation of these specifications and of the Equal Opportunity Clause, including suspension, termination, and cancellation of existing subcontracts as may be imposed or ordered pursuant to Executive Order 11246, as amended, and its implementing regulations, by the Office of Federal Contract Compliance Programs. Any contractor who fails to carry out such sanctions and penalties shall be in violation of these specifications and Executive Order 11246, as amended.
13. The Contractor, in fulfilling its obligations under these specifications, shall implement specific affirmative action steps, at least as extensive as those standards prescribed in paragraph 7 of these specifications, so as to achieve maximum results from its efforts to ensure equal employment opportunity. If the Contractor fails to comply with the requirements of the Executive Order, the implementing regulations, or these specifications, the Director shall proceed in accordance with 41 CFR part 60-4.8.
14. The Contractor shall designate a responsible official to monitor all employment related activity to ensure that the company EEO policy is being carried out, to submit reports relating to the provisions hereof as may be required by the Government, and to keep records. Records shall at least include for each employee the name, address, telephone numbers, construction trade, union affiliation if any, employee identification number when assigned, social security number, race, sex, status (e.g., mechanic apprentice, trainees, helper, or laborer), dates of changes in status, hours worked per week in the indicated trade, rate of pay, and locations at which the work was performed. Records shall be maintained in an easily understandable and retrievable form; however, to the degree that the existing records satisfy this requirement, Contractors shall not be required to maintain separate records.
15. Nothing herein provided shall be construed as a limitation upon the application of other laws that establish different standards of compliance or upon the application of requirements for the hiring of local or other area residents (e.g., those under the Public Works Employment Act of 1977 and the Community Development Block Grant Programs).

REQUIRED DOCUMENTS

Required for Quote

Quotes will not be considered if the following documents are not completely filled out/signed and submitted at the time of bidding.

1. **Quote Submittal** - Bidder must sign Form SPC-002.
2. **Bid Schedule** - Bidder must submit with Form SPC-002
3. **Alaska Business License** – (AS 36.30.110) - **To qualify as an Alaska bidder under AS 36.30.321, a bidder shall have a valid Alaska business license at the time of quote opening.** (License information; contact State of Alaska, Department of Commerce, Community and Economic Development) (<http://www.commerce.state.ak.us/occ/home.htm>)
4. **Bid Bond** – If Basic Bid is equal or greater than \$100,000.00

Required After Notice of Apparent Low Bidder

The apparent low bidder is required to complete and submit the following document within 5 working days after receipt of written notification.

1. **Subcontractor List** – AS 36.30.115
2. **Offeror's Questionnaire**

Required for Award

In order to be awarded the contract, the successful bidder must completely fill out and submit the following documents within the time specified in the intent to award letter:

1. **Construction Contract**
2. **Payment & Performance Bonds** – Required if the award amount is in excess of \$100,000.00
3. **Certificate of Insurance** - In accordance with Appendix B Indemnity & Insurance
4. **Contractors License**
5. **Alaska Business License** – (AS 36.30.110) - (License information; contact State of Alaska, Department of Commerce, Community and Economic Development) (<http://www.commerce.state.ak.us/occ/home.htm>)



**STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES**

**SMALL PROCUREMENT QUOTE SUBMITTAL
(CONSTRUCTION RELATED)**

[per AS 36.30.320(a)]

Project Name & No. <u>Hoonah Airport Drilling</u> Services: <u>SFAPT00523/SPC25253-018</u> Location: <u>Hoonah, Alaska</u>	Procurement Agency and Address: <u>State of Alaska, DOT&PF</u> <u>6860 Glacier Highway, Juneau, AK 99801, or</u> <u>P.O. Box 112506 Juneau, AK 9999811-2506</u>										
Procurement Officer: Christopher Goins, P.E.	Date of Issuance: June 27, 2025 Bid is Due: July 11, 2025 at 2:00pm										
<p>QUOTE: Offerors must read all attachments to this schedule. Offeror is required to bid on all items. For the scope of work and all other requirements see the “Invitation for Quotes for A Small Procurement” dated June 27, 2025. The annual prices bid by the Contractor referenced below shall be inclusive of one full 12 month State of Alaska Fiscal Year period. Any contract duration which does not contain 12 full months of the State of Alaska’s Fiscal Year shall be prorated beginning the Date of Award and paid accordingly with this contract and Scope of Work.</p> <p>The work as described in the IFQ shall be performed for:</p> <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;">ITEM</th> <th style="text-align: left; border-bottom: 1px solid black;">DESCRIPTION</th> <th style="text-align: left; border-bottom: 1px solid black;">UNIT BID PRICE</th> <th style="text-align: left; border-bottom: 1px solid black;">ESTIMATED QUANTITY</th> <th style="text-align: left; border-bottom: 1px solid black;">BASIC BID AMOUNT</th> </tr> </thead> <tbody> <tr> <td colspan="5" style="text-align: center; padding: 10px;">SEE ATTACHED BID SCHEDULE</td> </tr> </tbody> </table> <p>I have reviewed the bid documents, with addenda _____, and understand the scope of services and conditions required for Project number <u>SFAPT00523/SPC25253-018</u>. I agree to furnish all necessary labor, materials, and equipment for the above amount(s). The Work shall be accomplished in a professional manner acceptable to the Procurement Officer.</p> <p>Contractor _____ Email Address _____</p> <p>Authorized Signature _____ Title _____</p> <p>Address _____</p> <p>Business License # _____ EIN or SSN _____ Phone # _____</p> <hr style="border-top: 1px dotted black;"/> <p style="text-align: center;">Procurement Officer: _____</p> <p style="text-align: center;">Date of Receipt of Bid: _____</p>		ITEM	DESCRIPTION	UNIT BID PRICE	ESTIMATED QUANTITY	BASIC BID AMOUNT	SEE ATTACHED BID SCHEDULE				
ITEM	DESCRIPTION	UNIT BID PRICE	ESTIMATED QUANTITY	BASIC BID AMOUNT							
SEE ATTACHED BID SCHEDULE											

Offeror to Complete this Portion



**STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES**

**NOTICE OF AWARD (NOA)
SMALL PROCUREMENT CONTRACT
(CONSTRUCTION RELATED)**

[per AS 36.30.320]

Project Name & No.: <u>Hoonah Airport Drilling Services,</u> <u>SFHWHY00532/SPC25253-018</u> Location: <u>Hoonah, Alaska</u> 	Procurement Agency and Address: <u>State of Alaska</u> <u>Department of Transportation & Public</u> <u>Facilities</u> <u>6860 Glacier Highway</u> <u>Juneau, AK 99801</u> srdotpfcontracts@alaska.gov
Procurement Officer's Signature: Christopher Goins, P.E. Southcoast Regional Director	Date of Issuance:

TO: 	FOR: Work related to Basic Bid of: <u>Hoonah Airport Drilling</u> <u>Services</u> , including the basic quote and alternate quote item(s): <u>N/A</u> _____ _____	<table border="1"> <tr> <th align="left" colspan="2">The Contractor Must Submit:</th> </tr> <tr> <td>Insurance*</td> <td align="right">☒</td> </tr> <tr> <td>Bonding*</td> <td align="right">☒</td> </tr> <tr> <td>Certified Wages*</td> <td></td> </tr> <tr> <td>Dept. of Labor (Notice of Work)*</td> <td></td> </tr> <tr> <td>Subcontractor List*</td> <td align="right">☒</td> </tr> </table> <p>* Comments as applicable:</p>	The Contractor Must Submit:		Insurance*	☒	Bonding*	☒	Certified Wages*		Dept. of Labor (Notice of Work)*		Subcontractor List*	☒
The Contractor Must Submit:														
Insurance*	☒													
Bonding*	☒													
Certified Wages*														
Dept. of Labor (Notice of Work)*														
Subcontractor List*	☒													

.....

Your quote in the amount of _____ submitted on July 11, 2025, is accepted for performance of the Work described in the attached Estimate and Scope of Work, which are a part of this Contract.

The Contractor must sign, date, and return this document to the *procurement* address shown above. The Procurement Officer will then sign and return a copy to the Contractor, and the Award will be deemed made. The Work of this contract may not commence until the Notice to Proceed (NTP) is issued.

Contractor's Signature of Contract Award Acceptance: _____ Date : _____

NOTICE TO UNSELECTED OFFERORS ON PROJECTS OVER \$50,000

In accordance with the protest rights afforded under 2 AAC 12.400(d)(2)(B) & (3), a copy of this Notice of Award is hereby provided to those individuals and businesses who submitted a response to the initial solicitation on which this award is made.



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

NOTICE OF AWARD (NOA)
SMALL PROCUREMENT CONTRACT
(CONSTRUCTION RELATED)

GENERAL CONDITIONS

[Construction Procurement under AS 36.30.320]

These terms, conditions and requirements apply to the Contract Documents describing the Work for the Project. If any provision of these Contract Documents is declared by a court to be illegal or in conflict with any law, the validity of the remaining provisions and the ensuing rights and obligations of the Parties to the contract shall not be affected.

Whenever used in these Contract Documents, the following terms shall have the indicated meaning. Any term not so defined shall have its ordinary meaning.

- **Approved or Approval** - means written approval by the Procurement Officer or authorized representative.
- **Award** - means the written acceptance of the lowest responsive and responsible quote by the Procurement Agency.
- **Contract Documents** - includes the *Invitation for Quotes for a Small Procurement*, Form SPC-001 (with Instructions - if issued), the *Notice of Award / Notice to Proceed*, Form SPC-003, any addenda, written changes, or attachments as noted in the description of the Work.
- **Procurement Officer** - the person authorized to enter into and administer the contract on behalf of the Procurement Agency.
- **Parties to the Contract** - includes the Procurement Agency, the owner Agency representing the State of Alaska, and the Contractor, being the entity contracting with the owner Agency for performance of the Work.
- **Project** - the total construction, of which the Work performed under the Contract is the whole or part.
- **Project Manager** - the Procurement Officer's authorized representative, responsible for Contract administration.
- **Work** - is the act of, and the result from, performing services, furnishing labor, furnishing and incorporating materials and equipment into the Project and performing other duties and obligations, all as required by the Contract Documents.

1. The Procurement Officer (or authorized representative) has the authority to make findings, determinations and decisions with respect to the contract; to Approve materials, Work and payment therefore; and to modify or terminate the contract on behalf of the Procurement Agency.
2. The Contractor shall have sole responsibility for the means, methods, sequences, or procedures of construction and safety precautions related to the Project. The Contractor shall conduct all Work in such a manner that protects the public and State resources.
3. The Contractor must comply with all applicable laws, regulations, codes, ordinances and written directives issued by the Procurement Officer. In addition, the Contractor must obtain applicable licenses and permits; provide supervision, labor, tools, and new materials (except as may otherwise be provided by the Procurement Agency); and utilize Alaska Products and Wood Products when applicable (see AS 36.05.010 & AS 36.30.322).
4. The Contractor shall not award Work to any subcontractor without prior Approval from the Procurement Officer.
5. The Procurement Agency reserves the right to make written changes to the Contract Documents for modifications within the general scope of the Work.
6. Any act or occurrence, be it a result of an emergency, differing site condition or change order, which may form the basis of a claim for a price or time adjustment must be reported immediately to the Procurement Officer.
7. The Department of Labor and Workforce Development, Wage and Hour Administration, must be notified in accordance with AS 36.05.010 and AS 36.05.030 if the resulting contract for repairs or construction exceeds \$25,000. The Contractor must comply with the requirements noted within the Department of Labor packet entitled, "Laborers' & Mechanics' Minimum Rates of Pay." To obtain a copy of the referenced packet, contact the Procurement Agency or the Department of Labor.
8. The primary contractor working on public construction projects with an amount of \$25,000 or more must file a Notice of Work and pay a one percent fee based on the estimated value of work performed by the prime contractor and one percent of the value of each subcontractor's price, to the Department of Labor and Workforce Development, Wage and Hour Administration (DOLWD). The maximum fee is \$5,000.00. The notice and fees must be filed with the DOLWD before work commences on the project.

Upon completing the construction project, the primary contractor must file a Notice of Completion (NOC) and make payment of any additional fees due to increases in the contract amounts due the primary contractor. The Notice of Work and Notice of Completion forms are available at:

<http://www.labor.state.ak.us/lss/lssforms.htm>

9. The Contractor shall indemnify, save harmless, and defend the Procurement Agency, its agents and its employees in accordance with Appendix B1 below. Furthermore, the Contractor shall, prior to the Award of the contract, provide proof of Workmen's Compensation, General Liability, and Automobile Insurance in amounts as applicable under Appendix B1. These coverages shall remain in force for the duration of the Contract.
10. The Contractor shall remedy all defects in materials or workmanship that develop within a period of one year from the date of final payment.
11. The Procurement Agency will make final payment to the Contractor following approval of completion of all Work and the Contractor's submittal of all releases, warranties, record documents, permits and invoices. Liens or other claims relating to the Project may be withheld from final payment if written notice is first given to the Contractor. Acceptance of the final payment will constitute the Contractor's waiver to future claims.
12. Any dispute arising out of this Contract, which cannot be satisfactorily remedied by the Parties to the Contract, shall be resolved under AS 36.30.620 - 699.

APPENDIX

INDEMNITY AND INSURANCE

Article 1. Indemnification

The Contractor shall indemnify, hold harmless, and defend the contracting agency from and against any claim of, or liability for error, omission or negligent act 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 and the following 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.

Article 2. Insurance

Without limiting Contractor's indemnification, it is agreed that Contractor shall purchase at its own expense and maintain in force at all times during the performance of services under this agreement 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 state shall be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the Contracting Officer prior to beginning work and must provide for a notice of cancellation, nonrenewal, or material change of conditions in accordance with policy provisions. Failure to furnish satisfactory evidence of insurance or lapse of the policy is a material breach of this contract and shall be grounds for termination of the Contractor's services. All insurance policies shall comply with, and be issued by insurers licensed to transact the business of insurance under AS 21.

2.1 Workers' Compensation Insurance: The Contractor shall provide and maintain, for all employees engaged in work under this contract, coverage as required by AS 23.30.045, and; where applicable, any other statutory obligations including but not limited to Federal U.S.L. & H. and Jones Act requirements. The policy must waive subrogation against the State.

2.2 Commercial General Liability Insurance: covering all business premises and operations used by the Contractor in the performance of services under this agreement with minimum coverage limits of \$300,000 combined single limit per claim.

2.3 Commercial Automobile Liability Insurance: covering all vehicles used by the Contractor in the performance of services under this agreement with minimum coverage limits of \$300,000 combined single limit per claim.



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

NOTICE TO PROCEED (NTP)
SMALL PROCUREMENT CONTRACT
(CONSTRUCTION RELATED)

[per AS 36.30.320]

Table with project details: Project Name & No., Location, Procurement Agency and Address, Procurement Officer's Signature, Date of Issuance.

TO: []
You have successfully met the requirements for submittal of all contract documents to the Procurement Agency and Dept. of Labor and Workforce Development related to the subject Project.
Upon receipt of this document, the Contractor may begin work on the subject project, in accordance with the terms of the contract. The Work of this contract must commence within [TBD] calendar days following the date of signature by the Procurement Officer, shown above (i.e., the effective date of the Contract) and all Work of the Contract must be complete by December 31, 2025.
Contractor's Signature of Acknowledgment: [] Date : []



**STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES**

**SMALL PROCUREMENT
(CONSTRUCTION RELATED)
OFFEROR'S QUESTIONNAIRE**

Project Number: SFAPT00523/SPC25253-018

Project Name: Hoonah Airport
Drilling Services

Project Location: Hoonah, Alaska

A. FINANCIAL

1. Have you ever failed to complete a contract due to insufficient resources?

Yes

No

If yes, explain: _____

2. Describe any arrangements you would make to finance this work: _____

B. EQUIPMENT

1. Describe the equipment you have available and would use for this project.

ITEM	QUAN.	MAKE	MODEL	SIZE/ CAPACITY	PRESENT MARKET VALUE

1. What percent of the total value of this contract would you subcontract? _____
2. Would you purchase any equipment for use on this project: Yes No
 If yes, describe type, quantity, and approximate cost: _____

3. Would you rent any equipment for this work? Yes No
 If yes, describe type, quantity, and approximate cost: _____

4. Is your proposal based on firm offers for all materials for this project? Yes No
 If no, please explain: _____

C. EXPERIENCE

1. Have you had previous construction contracts or subcontracts with the State of Alaska?
 Yes No

Describe the most recent or current contract, its completion date, and scope of work:

2. List, as an attachment to this questionnaire, other construction projects you have completed; the dates of completion, scope of work, and total contract amount for each project completed in the past 12 months.

I hereby certify that the above statements are true and complete.

 Name of Respondent

 Signature

 Date

 Name and Title of Person Signing



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

SUBCONTRACTOR LIST

Hoonah Airport Drilling Services; SFAPT00523/SPC25253-018

Project Name and Number

The apparent low bidder shall complete this form and submit it so as to be received by the Contracting Officer prior to the close of business on the fifth working day after receipt of written notice from the Department.

Failure to submit this form with all required information by the due date will result in the bidder being declared nonresponsive and may result in the forfeiture of the Bid Security.

Scope of work must be clearly defined. If an item of work is to be performed by more than one firm, indicate the portion or percent of work to be done by each.

Check as applicable: All Work on the above-referenced project will be accomplished without subcontracts greater than 1/2 of 1% of the contract amount.

or

Subcontractor List is as follows:

LIST FIRST TIER SUBCONTRACTORS ONLY

FIRM NAME, ADDRESS, PHONE NO.	AK BUSINESS LICENSE NO., CONTRACTOR'S REGISTRATION NO.	SCOPE OF WORK TO BE PERFORMED

CONTINUE SUBCONTRACTOR INFORMATION ON REVERSE

For projects with federal-aid funding, I hereby certify Alaska Business Licenses and Contractor registrations will be valid for all subcontractors prior to award of the subcontract. For projects without federal-aid funding (State funding only), I hereby certify the listed Alaska Business licenses and Contractor's registrations were valid at the time bids were opened for this project.

Signature of Authorized Company Representative

Title

Company Name

Company Address (Street or PO Box, City, State, Zip)

Date

()

Phone Number



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES
Civil Rights Office – DBE Program

BIDDER REGISTRATION

All firms are required to submit a Bidder's Registration form before an Alaska Department of Transportation and Public Facilities (DOT&PF) project can be awarded. The Bidder Registration form must be submitted to the Civil Rights Officer (CRO) on an annual basis beginning January 1 and is valid thru December 31. Complete this form for each contractor and subcontractor. Firms will be listed on the bidder registration online directory <http://www.dot.state.ak.us/cvlrts/bidreg.shtml>.

Name of Firm: _____ Date Firm was Established: _____

Street Address: _____

Mailing Address: _____

Phone #: _____ Other Phone #: _____ Fax #: _____

Contact Name: _____ Email Address: _____

Firm's Majority Owner Gender: Male Female

Firm's Majority Owner Ethnicity: *(Check all that apply)*
 Caucasian Hispanic American Subcontinent Asian American Native American
 Black American Asian-Pacific American

The firm listed above is a *(check all that apply)*
 Prime Contractor
 Subcontractor
 Service Provider
 Material Supplier
 Manufacturer
 Certified Disadvantage Business Enterprise (DBE)
 Self-Certified Small Business Enterprise (SBE) *(Complete page 2 of this form)*

NAICS code applicable to each scope of work the firm sought to perform on its bid: (www.census.gov/NAICS)

Firm's gross annual receipts:

- < \$1 million
- \$1-3 million
- \$3-6 million
- \$6-10 million
- > \$10 million

Type of contracts/proposals bid by the firm: *(check all that apply)*

- Highways
- Airports
- Mass Transit
- Alaska Marine Highway System

Signature of Company Representative

Title

Date

Send this completed form to: *OR* You may fax your completed form to:
dot.cro.forms@alaska.gov **(907) 269-0847**

If you have any questions, please call **(907) 269-0851**.

SMALL BUSINESS ENTERPRISE PROGRAM (SBE) SELF-REGISTRATION

Fostering Small Business Participation (49 CFR 26.39):

To meet the requirements of 49 CFR 26.39, DOT&PF has implemented a Small Business Enterprise Program. This component is only applicable to federally funded projects.

[Complete the Section below only if you are a Self-Certified SBE Firm] All businesses wishing to be eligible as a SBE are required to submit a SBE Self-Registration form. The SBE Self-Registration form must be submitted on an annual basis beginning January 1 and is valid thru December 31.

In order to verify your firm's compliance with business size standards under 49 CFR 26.65(a)&(b) and 26.68(b), **at the time of award** you will be required to submit the following documents:

- SBE Affidavit of Certification Eligibility
- Personal Net Worth Statement (available at <https://www.Transportation.gov/DBEFORMS>)
- Past five years of your corporations and/or individual tax returns
- If not a certified DBE, please provide documentation that you are self-certified as a small business (please contact Alaska APEX Accelerator at (907) 786-7258 if you require assistance on becoming a self-certified small business)

At time of award, send required documentation to:

DOT&PF Civil Rights Office Attn: Certification PO Box 196900
Anchorage, Alaska 99519-6900
Phone: (907) 269-0851
Fax: (907) 269-0847

A. SBE Directory Information

1. Can you verify at time of award that your firm's (including affiliates) last five (5) year average annual gross receipts does not exceed the Small Business Administration (SBA) small business size standards found in [13 CFR part 121](#)? To find if your firm qualifies as small, use the SBA's [Size Standards Tool](#), or by referencing the SBA's [table of small business size standards](#). Yes No
**If you marked "No" you do not qualify for the SBE Program*
2. Can you verify at time of award that your firm's (including affiliates) last three (3) year average annual gross receipts does not exceed the business size standards per [49 CFR 26.65\(b\)](#)? <https://www.transportation.gov/DBEsizestandards> Yes No
**If you marked "No" you do not qualify for the SBE Program*
3. Can you verify at time of award that each individual owner of your firm does not exceed the personal net worth cap posted online at <https://www.transportation.gov/DBEPNW> as defined by 49 CFR Parts [23](#) and [26](#)? Yes No
**If you marked "No" you do not qualify for the SBE Program*
4. Contact Info.

Name of Firm

Contact Name

Telephone Number

Fax Number

Email Address

Company Website



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

EEO-1 CERTIFICATION

Federal-Aid Contracts

Hoonah Airport Drilling Services; SFHWY00532/25253-018

Project Name and Number

This certification is required by the Equal Employment Opportunity Regulations of the Secretary of Labor [41 CFR 60-1.7 (b) (1)] and must be completed by the successful Bidder and each proposed Subcontractor participating in this contract.

PLEASE CHECK APPROPRIATE BOXES

The Bidder Proposed Subcontractor hereby CERTIFIES:

PART A. Bidders and proposed Subcontractors with 50 or more year-round employees and a federal contract amounting to \$50,000 or more are required to submit one federal Standard Report Form 100 during each year that the two conditions exist (50 employees and a \$50,000 federal contract).

The company named below (Part C) is exempt from the requirements of submitting the Standard Report Form 100 this year.

NO (go to PART B) YES (go to PART C)

Instructions and blank Standard Report Form 100 may be obtained by contacting:

EEOC - Surveys Division
131 M Street, NE - Room 4SW22G
Washington, D.C. 20507
Telephone number: (877)392-4647 or (866)286-6440

PART B. The company named below has submitted the Standard Report Form 100 this year.

NO YES

Note: Bidders and proposed Subcontractors who have not filed the required Standard Report Form 100 and are not exempt from filing requirements will not be awarded this contract or subcontract until Form 100 has been filed for the current year ending June 30.

PART C.

Signature of Authorized Company Representative

Title

Company Name

Company Address (Street or PO Box, City, State, Zip)

Date

()

Phone Number



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

PAYMENT BOND

Bond No. _____

For

Hoonah Airport Drilling Services; SFHWY00532/SPC25253-018

Project Name and Number

KNOW ALL WHO SHALL SEE THESE PRESENTS:

That _____
of _____ as Principal,
and _____
of _____ as Surety,
firmly bound and held unto the State of Alaska in the penal sum of _____ Dollars

(\$ _____) good and lawful money of the United States of America for the payment whereof, well and truly to be paid to the State of Alaska, we bind ourselves, our heirs, successors, executors, administrators, and assigns, jointly and severally, firmly by these presents.

WHEREAS, the said Principal has entered into a written contract with said State of Alaska, on the _____ of _____ A.D., 20____, for construction of the above-referenced project, said work to be done according to the terms of said contract.

Now, THEREFORE, the conditions of the foregoing obligation are such that if the said Principal shall comply with all requirements of law and pay, as they become due, all just claims for labor performed and materials and supplies furnished upon or for the work under said contract, whether said labor be performed and said materials and supplies be furnished under the original contract, any subcontract, or any and all duly authorized modifications thereto, then these presents shall become null and void; otherwise they shall remain in full force and effect.

IN WITNESS WHEREOF, we have hereunto set our hands and seals at _____, this _____ day of _____ A.D., 20____.

Principal: _____
Address: _____
By: _____
Contact Name: _____
Phone: () _____

Surety: _____
Address: _____
By: _____
Contact Name: _____
Phone: () _____

The offered bond has been checked for adequacy under the applicable statutes and regulations:

Alaska Department of Transportation & Public Facilities Authorized Representative

Date

See Instructions on Reverse

INSTRUCTIONS

1. This form, for the protection of persons supplying labor and material, shall be used whenever a payment bond is required. There shall be no deviation from this form without approval from the Contracting Officer.
2. The full legal name, business address, phone number, and point of contact of the Principal and Surety shall be typed on the face of the form. Where more than a single surety is involved, a separate form shall be executed for each surety.
3. The penal amount of the bond, or in the case of more than one surety the amount of obligation, shall be typed in words and in figures.
4. Where individual sureties are involved, a completed Affidavit of Individual Surety shall accompany the bond. Such forms are available upon request from the Contracting Officer.
5. The bond shall be signed by authorized persons. Where such persons are signing in a representative capacity (e.g., an attorney-in-fact), but is not a member of the firm, partnership, or joint venture, or an officer of the corporation involved, evidence of authority must be furnished.



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

PERFORMANCE BOND

Bond No. _____

For

Hoonah Airport Drilling Services; SFHWY00532/SPC25253-018

Project Name and Number

KNOW ALL WHO SHALL SEE THESE PRESENTS:

That _____
of _____ as Principal,
and _____
of _____ as Surety,
firmly bound and held unto the State of Alaska in the penal sum of _____ Dollars

(\$ _____) good and lawful money of the United States of America for the payment whereof, well and truly to be paid to the State of Alaska, we bind ourselves, our heirs, successors, executors, administrators, and assigns, jointly and severally, firmly by these presents.

WHEREAS, the said Principal has entered into a written contract with said State of Alaska, on the _____ of _____ A.D., 20____, for construction of the above-named project, said work to be done according to the terms of said contract.

Now, THEREFORE, the conditions of the foregoing obligation are such that if the said Principal shall well and truly perform and complete all obligations and work under said contract and if the Principal shall reimburse upon demand of the Department of Transportation and Public Facilities any sums paid him which exceed the final payment determined to be due upon completion of the project, then these presents shall become null and void; otherwise they shall remain in full force and effect.

IN WITNESS WHEREOF, we have hereunto set our hands and seals at _____, this _____ day of _____ A.D., 20____.

Principal: _____

Address: _____

By: _____

Contact Name: _____

Phone: () _____

Surety: _____

Address: _____

By: _____

Contact Name: _____

Phone: () _____

The offered bond has been checked for adequacy under the applicable statutes and regulations:

Alaska Department of Transportation & Public Facilities Authorized Representative

Date

See Instructions on Reverse

INSTRUCTIONS

1. This form shall be used whenever a performance bond is required. There shall be no deviation from this form without approval from the Contracting Officer.
2. The full legal name, business address, phone number, and point of contact of the Principal and Surety shall be typed on the face of the form. Where more than a single surety is involved, a separate form shall be executed for each surety.
3. The penal amount of the bond, or in the case of more than one surety the amount of obligation, shall be typed in words and in figures.
4. Where individual sureties are involved, a completed Affidavit of Individual Surety shall accompany the bond. Such forms are available upon request from the Contracting Officer.
5. The bond shall be signed by authorized persons. Where such person is signing in a representative capacity (e.g., an attorney-in-fact), but is not a member of the firm, partnership, or joint venture, or an officer of the corporation involved, evidence of authority must be furnished.



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

BID BOND

For

Hoonah Airport Drilling Services; SFHWY00532/SPC25253-018

Project Name and Number

DATE BOND EXECUTED: _____

PRINCIPAL (Legal name and business address):

TYPE OF ORGANIZATION:

	<input type="checkbox"/> Individual	<input type="checkbox"/> Partnership
	<input type="checkbox"/> Joint Venture	<input type="checkbox"/> Corporation
STATE OF INCORPORATION: _____		

SURETY(IES) (Name and business address):

A.	B.	C.
PENAL SUM OF BOND: _____		DATE OF BID: _____

We, the PRINCIPAL and SURETY above named, are held and firmly bound to the State (State of Alaska), in the penal sum of the amount stated above, for the payment of which sum will be made, we bind ourselves and our legal representatives and successors, jointly and severally, by this instrument.

THE CONDITION OF THE FOREGOING OBLIGATION is that the Principal has submitted the accompanying bid in writing, date as shown above, on the above-referenced Project in accordance with contract documents filed in the office of the Contracting Officer, and under the Invitation for Bids therefor, and is required to furnish a bond in the amount stated above.

If the Principal's bid is accepted and he is offered the proposed contract for award, and if the Principal fails to enter into the contract, then the obligation to the State created by this bond shall be in full force and effect.

If the Principal enters into the contract, then the foregoing obligation is null and void.

PRINCIPAL

Signature(s)	1.	2.	3.
Name(s) & Title(s) (Typed)	1.	2.	3.

Corporate Seal

See Instructions on Reverse

CORPORATE SURETY(IES)

Surety A	Name of Corporation	State of Incorporation	Liability Limit \$
Signature(s)	1.	2.	Corporate Seal
Name(s) & Titles (Typed)	1.	2.	

Surety B	Name of Corporation	State of Incorporation	Liability Limit \$
Signature(s)	1.	2.	Corporate Seal
Name(s) & Titles (Typed)	1.	2.	

Surety C	Name of Corporation	State of Incorporation	Liability Limit \$
Signature(s)	1.	2.	Corporate Seal
Name(s) & Titles (Typed)	1.	2.	

INSTRUCTIONS

1. This form shall be used whenever a bid bond is submitted.
2. Insert the full legal name and business address of the Principal in the space designated. If the Principal is a partnership or joint venture, the names of all principal parties must be included (e.g., "Smith Construction, Inc. and Jones Contracting, Inc. DBA Smith/Jones Builders, a joint venture"). If the Principal is a corporation, the name of the state in which incorporated shall be inserted in the space provided.
3. Insert the full legal name and business address of the Surety in the space designated. The Surety on the bond may be any corporation or partnership authorized to do business in Alaska as an insurer under AS 21.09. Individual sureties will not be accepted.
4. The penal amount of the bond may be shown either as an amount (in words and figures) or as a percent of the contract bid price (a not-to-exceed amount may be included).
5. The scheduled bid opening date shall be entered in the space marked Date of Bid.
6. The bond shall be executed by authorized representatives of the Principal and Surety. Corporations executing the bond shall also affix their corporate seal.
7. Any person signing in a representative capacity (e.g., an attorney-in-fact) must furnish evidence of authority if that representative is not a member of the firm, partnership, or joint venture, or an officer of the corporation involved.
8. The states of incorporation and the limits of liability of each surety shall be indicated in the spaces provided.
9. The date that bond is executed must not be later than the bid opening date.

SCOPE OF WORK (SOW)
Hoonah Airport Rehabilitation
Drilling and Traffic Control Services
Project No. SFAPT00523

Project Description:

The Alaska Department of Transportation and Public Facilities (DOT&PF) Southcoast Region Materials (SRM) requests bids to provide all crew and equipment to complete Drilling Services for a geotechnical subsurface investigation at the Hoonah Airport in Hoonah, Alaska. The objective of the geotechnical investigation is to determine the engineering properties of the base, subbase, and embankment fill to a depth of four feet beneath all paved surfaces to inform the pavement design. Additionally, two shallow settlement areas in the apron, and two settlement area along the access road will be investigated with deeper borings to try and determine the cause and provide data to design a repair.

A total of 29, 4-foot-deep borings and 4, 20 to 30-foot-deep borings are planned for this investigation and estimated to take 3-4 days to complete. Drilling will be supervised by DOT&PF Southcoast Region geologists. DOT&PF will obtain any necessary permits and perform the utility locates.

The preferred start date is on or about September 22, 2025. DOT&PF will coordinate start of onsite work with the contractor after NTP is authorized.

Drilling Description:

Shallow Boring Procedure

- 29 borings to depth of 4 feet.
- Cut through the existing paved surface using a cookie cutter.
- Assist the supervising geologist to manually drive the Dynamic Cone Penetrometer.
- Drive a 2.5” O.D., 24” long split spoon with the 340 lbs. hammer in accordance with ASTM 1586 from 0-2 feet and 2-4 feet below the paved surface.
- Backfill and patch the hole.

Deeper Borings

- 4 borings to anticipated depth of 20-30 feet.
- Follow the procedure for the shallow borings
- Below 4 feet continue the boring with hollow stem augers, obtaining Standard Penetration Tests (SPT, ASTM D1586) using a standard 1.375-inch I.D. split spoon sampler driven with a 140-pound hammer auto hammer, and Modified Penetration Tests (MPT) using a 2.5-inch I.D. split spoon sampler driven with a 340-pound auto hammer as directed by the supervising geologist.
- Borings will be terminated at the direction of the supervising geologist when they have obtained sufficient samples to determine the cause of the settlement.

Drilling Equipment and Supplies:

General

- Provide all necessary labor, material and equipment to drill test holes to the depths as indicated in the previous sections.
- Provide the necessary equipment and at least four (4), 24-inch-long split spoon samplers to conduct Standard Penetration Tests (SPT) using a 1.4-inch I.D. x 2-inch O.D. split spoon sampler driven by a 140-pound automatic hammer. This includes a minimum of two (2) new or unused split barrel samplers, ten (10) extra plastic sample retainers, and five (5) extra drive shoes.
- Provide 4 (4) 2.5-inch O.D., 24-inch-long split spoon samplers with ten (10) extra sample retainers and five (5) extra drive shoes. This sampler is to be driven by a 340-pound automatic hammer.
- An automatic hammer shall already be mounted to the drill mast and ready to deploy when the drill rig arrives on site. No automatic hammer will be accepted that has to be suspended from a cable, and hydraulic lines having to be attached, before it is operational.
- The Contractor shall be responsible for providing backfill for the test hole(s) when drill cuttings are not available to be used as backfill. No peat or wet silt will be placed back into the hole as backfill.
- The Contractor shall be responsible for proper compaction of cuttings placed back into the boring such as back-spinning augers while placing cuttings back into the boring. The Contractor shall use a 6-inch diameter steel plate attached to drill rods to compact the soils and asphalt cold patch in the boring. Compaction shall be accomplished by driving the drill rods (with an anvil attachment) using the automatic hammer to ensure the soils in the bore hole are well compacted.
- The Contractor shall have on site a spill kit consisting of a 35-gallon drum that contains (at a minimum) two (2) Tyvek Suits with plastic gloves and boot covers, five (5) 45-gallon heavy duty trash bags, ten (10) feet of oil sorbent boom, one hundred (100) oil sorbent pads (2 feet square, high absorbency), and a 5-gallon bucket of oil absorbent material.
- A large diameter “cookie cutter” is required to cut the asphalt surface before using hollow stem auger to drill into the underlying soil.
- Provide cold patch asphalt for each test hole drilled through pavement. Each patched test hole will require a minimum 6-inch depth of cold patch. Cold patching shall be accomplished immediately after the drilling is completed and backfilled.

Drill Crew Requirements:

A Drill Crew of a minimum of two (2) individuals is required. The lead driller shall have at least three (3) years of experience operating the drill rig used on this project.

Runway and Taxiway Closures:

A modified shift schedule will be used to reduce impacts to scheduled flight service at the Hoonah Airport and avoid night operations. The following schedule is proposed but may be modified closer to the drilling dates.

Day	Description	Work Starts	Work Ends	Planned Work
Day 1	Drilling operations on Apron, Taxiway A, and Runway. Runway closure begins after last scheduled flight at 16:35 until 19:30	09:00	19:30	<ul style="list-style-type: none"> • 4, 4ft borings on apron • 4, 4ft borings on Taxiway A • 6, 4 ft borings on the runway
Day 2	Drilling operations on Apron, Taxiway B, and Runway. Runway closure begins after last scheduled flight at 16:35 until 19:30	09:00	19:30	<ul style="list-style-type: none"> • 4, 4ft borings on apron • 4, 4ft borings on Taxiway B • 6, 4 ft borings on the runway
Day 3	Drilling operations on Apron and Runway. Runway closure begins after last scheduled flight at 16:35 until 19:30	09:00	19:30	<ul style="list-style-type: none"> • 4, 20ft borings on apron • 6, 4 ft borings on the runway
Day 4	As required			

Work Schedule:

- Preferred start date is on or about September 22, 2025. DOT&PF will coordinate start of onsite work with the contractor after NTP is authorized.
- 3 days are estimated to perform this work. However, it is typical for drilling projects to end a few days ahead or behind schedule.
- To minimize disruptions to scheduled air service *anticipated work hours are 9:00 am to 7:30pm.*
- Work shall be continuous until all drilling is complete. Weekend hours will be required.

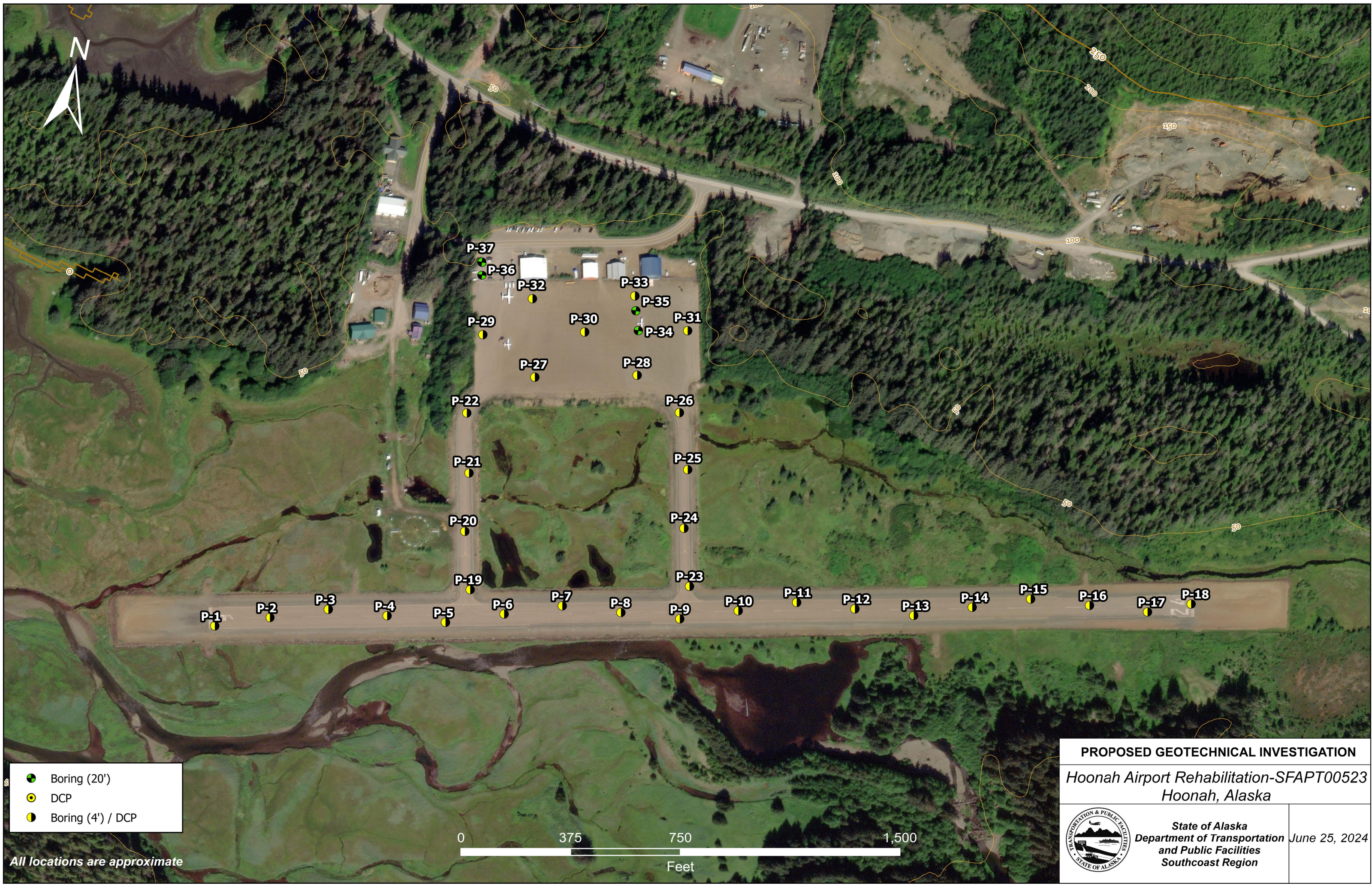
Mechanical Failure Payments:

- No payment will be made while work is halted due to mechanical failure of the Contractor(s) equipment. This includes:
 - Crew(s) labor
 - Transportation costs (all crews) to leave site and return (if necessary)
 - Transportation costs for parts to repair the equipment.
 - Labor time to repair the equipment.
- Contractor(s) shall not pull off the project once work has commenced.

Payment:

- Payment is by the crew hour. Equipment and supplies are subsidiary to the crew hour.
- Only on-site time is compensated.
- Note that estimated crew hours are for bidding purposes only and not guaranteed. Actually hours may be adjusted during the investigation as directed by the supervising geologist.


- A Daily Log Sheet shall be filled out to document the hours spent performing work and signed by the supervising geologist. One copy shall be made for the contractor and a copy given to the supervising geologist. This document will be the basis of payment.



- Boring (20')
- DCP
- Boring (4') / DCP

All locations are approximate



PROPOSED GEOTECHNICAL INVESTIGATION	
<i>Hoonah Airport Rehabilitation-SFAPT00523</i> Hoonah, Alaska	
	<p style="text-align: center;">State of Alaska Department of Transportation and Public Facilities Southcoast Region</p>
June 25, 2024	