



for Construction Related Professional Services - RFP, Proposal & Award per AS 36.30.320 and 2 AAC 12.400

PART A – REQUEST FOR PROPOSALS

NOTE: State Small Procurement Limit is \$200,000; FHWA/FAA/FTA Small Procurement Limit is \$150,000.

GENERAL INFORMATION

These documents consist of three parts (Part A - Request for Proposals; Part B - Proposal Form; Part C - Contract Award, Notice to Proceed & Invoice Summary), -- **plus the current edition dated 2018 of the Standard Provisions Booklet** (DOT&PF Standard Provisions for Small Procurements of Construction Related Professional Services) that is hereby incorporated by reference. The Booklet will not be

distributed with any of the three parts; however, a copy may be obtained on our website at the following link: <http://www.dot.state.ak.us/procurement/>. The Booklet contains copies of the Small Procurements Procedure (Chapter 2 of the PSA Manual), Appendix A (General Conditions), Appendix C (Compensation), Exhibit C-1 (Methods of Payment), Appendix D (Indemnification and Insurance), and Appendix E (Certificate of Compliance).

Project Title: Falls Creek Avenue Geotechnical Investigation		Contracting Agency:	
Project Number(s): 31007-1 RFP No. N/A		Division of Parks and Outdoor Recreation 550 W. 7 th Avenue, Suite 1340 Anchorage, AK 99501	
Project Site (City, Village, etc.) Clam Gulch, AK			
Agency Contact: Rangell Soriano, P.E.		Phone: 269-8937	Email: rangell.soriano@alaska.gov
Estimated Amount of Proposed Contract: <input type="checkbox"/> less than \$50,000 <input checked="" type="checkbox"/> \$50,000 to \$100,000 <input type="checkbox"/> \$100,000 to \$150,000 <input type="checkbox"/> \$150,000 to \$200,000			
Funding Source (check all that apply): <input type="checkbox"/> State <input type="checkbox"/> FHWA <input type="checkbox"/> FAA <input type="checkbox"/> FTA <input checked="" type="checkbox"/> Other:			
REQUIRED SERVICES: <input checked="" type="checkbox"/> are described in the enclosure consisting of 3 pages, dated 03/02/2026. OR: <input type="checkbox"/> are described as follows:			
Note to Proposers: Any proposer listing as a member of their team a current public officer or a former public officer who has left State service within the past two (2) 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. If required, submit the attached Former Employee's Certification of Eligibility (Form 25A270). The page limit noted below does not include this form.			
Note: Offerors shall carefully review this solicitation for defects and questionable or objectionable material. Comments concerning defects and objectionable material must be made in writing and received by the purchasing authority before proposal due date. This will allow issuance of any necessary addenda. It will also help prevent the opening of a defective solicitation and exposure of Offeror's proposals upon which award could not be made. Protests based upon any omission, error, or the content of the solicitation will be disallowed if not made in writing before the proposal due date.			
PERIOD OF PERFORMANCE: Begin: May 1, 2026		End: July 31, 2026	

PROPOSAL FORMAT

Written proposals to provide the required services shall consist of the enclosed "Part B - Proposal Form", completed as indicated, plus a **letter not to exceed five (8.5" x 11") pages**. If a Price Estimate

is required, the page limit does not include the Price Estimate. Proposals that exceed the page limit may be disqualified. Proposals may be sent by fax or electronically as indicated on page 2, or hand delivered to the Contracting Agency.

PRICE AND METHOD OF PAYMENT

A Price Estimate is NOT required with your proposal. The selected Offeror shall submit a Price Estimate within **one** business day following a request from the Contracting Agency.

A Price Estimate is required with your proposal.

A Price Estimate shall include all tasks to perform the contract and be prepared in the format shown below. Note that a Price Estimate is not a bid. It is a negotiable offer. A Fixed Price contract is desirable; however, a Cost Reimbursement contract may result if a Fixed Price cannot be negotiated.

PRICE ESTIMATE FORMAT (if required per above)						
1. *	<u>Direct Costs of Direct Labor</u> (DCDL). Provide a table with the following columns (Names required only for key staff and persons "in-responsible-charge"):					
	<u>Job Classification</u>	<u>Name</u>	<u>Total Hours</u>	<u>Rate (\$/hr) *</u>	<u>Estimated Cost (\$)</u>	<u>Total DCDL \$ _____</u>
2. *	<u>Indirect Costs</u> (IDC).				IDC Rate: _____%	Total IDC \$ _____
3.	<u>Subcontracts</u> . List each, the amount for each and attach an estimate in this format for each.					Total Subcontracts \$ _____
4.	<u>Expenses</u> . (Equipment, transportation, food and lodging, reproduction, etc. - if not included in Indirect Costs.) Amounts shall be based on actual cost to the Offeror, without any profit or other markup. Provide a table with the following columns:					
	<u>Item</u>	<u>Quantity</u>	<u>Cost (\$/Unit)</u>	<u>Estimated Cost (\$)</u>	Total Expenses \$ _____	
5. *	<u>Total Estimated Cost</u> . Sum of DCDL + IDC + Subcontracts + Expenses.					Total Cost \$ _____
6. *	<u>Proposed Fee</u> . List a proposed amount (not a percentage) for profit.					Fee \$ _____
7.	<u>Total Estimated Price</u> . Sum of Total Estimated Cost plus Proposed Fee.					Total Price \$ _____
* Sole proprietorships and small firms that do not maintain an accounting system that separately identifies costs for "payroll" benefits and overhead, for routine allocation of such costs to jobs, may omit items 2, 5, & 6 if the Rates (\$/hr) in Item 1 are proposed as Billing Rates (DCDL + IDC + FEE). Firms that routinely allocate Indirect Costs to projects may not use Billing Rates for this estimate.						

SUBMITTAL DEADLINE AND LOCATION

DATE: **April 8, 2026**

PREVAILING TIME: **2:00 PM** FAX OR EMAIL: **(907) 269-8917**
rangell.soriano@alaska.gov

Hand deliver proposal directly to following location, and person, if named; or email to address above:

Rangell Soriano, P.E. at 550 W. 7th Avenue, Suite 1340; Anchorage, AK 99501

Late proposals will not be considered. **Offerors** are responsible to assure timely delivery and receipt and **are encouraged to respond at least four business hours prior to the above deadline.** Any addendum issued less than 24 hours prior to a Deadline will extend that Deadline by a minimum of an additional 24 hours. The Contracting Agency shall not be responsible for any communication equipment failures or congestion and will not extend the deadline for any proposals not received in their entirety prior to the deadline. Except for hand delivered proposals, confirmation of receipt by telephone or other means four hours or less prior to deadline will **not** be provided. (An out-of-town/state Offeror may also electronically transmit their proposal to a local personal representative who may reproduce a copy of it and deliver it "in person" to the submittal location prior to the deadline.)

BASIS OF SELECTION

This solicitation does not guarantee that a contract will be awarded. All proposals may be summarily rejected. Our intent, however, is to select a Contractor based on the following criteria:

- 1) Demonstrated comprehension of required services and proposed strategy for performance.
- 2) Relevant experience and credentials of proposed personnel including any subcontractors.
- 3) Reasonableness of proposed schedule for performance.
- 4) Price Estimate (**if** required with proposal).
- 5) Other (specify): **N/A**

Proposals will be evaluated per Chapter 2 of the DOT&PF PSA Manual.

END OF PART A



SMALL PROCUREMENT DOCUMENTS

THIS COMPLETED FORM MUST BE THE FIRST PAGE. NO OTHER COVER SHALL BE USED.

Project Title: Falls Creek Avenue Geotechnical Investigation
RFP No.: 31007-1

PROPOSAL REQUIREMENTS

Proposals shall demonstrate comprehension of the objectives and services for the proposed contract; include a brief overview of what will be done; and show a sequence and schedule for each important task. Assumptions made in formulation of the proposal and the support expected from the Contracting Agency shall be defined. The key individuals who will perform services shall be named (including all who would be "in responsible charge" (Ref: AS 08.48) for Architecture, Engineering, Land Surveying and/or Landscape Architecture with their Alaska

registration number). Include a brief – about one paragraph – statement for each person named that describes **experience directly related** to the service(s) they will perform. Proposed subcontracts, if any, shall be explained. Resources; e.g., support personnel, facilities, equipment, current and projected workload could be summarized. Any **unique** qualifications or knowledge of the project, project area, or services to be provided, should be identified.

ALASKA STATUTORY PREFERENCES

are are not applicable to this contract.

If applicable, check those preferences that you (Offeror) claim.

Alaska Bidder (Offeror) **AND>>** Veterans **AND >>** Employment Program **OR** Disabled Persons

2 AAC 12.260(d) AS 36.30.175 **if applicable** AS 36.30.170(c) AS 36.30.170 (e & f)

Invalid claim(s) will result in the Offeror's disqualification for contract award.

PROPOSAL

The undersigned has reviewed Part A – RFP of these documents, understands the instructions, terms, conditions, and requirements contained therein and in the Standard Provisions Booklet, and proposes to provide the required services described in Part A in accordance with the attached letter which constitutes our proposal to complete the project.

this requirement may cause the state to reject the proposal as non-responsive, or cancel the contract.

I further certify that I am a duly authorized representative of the Offeror; that this Proposal accurately represents capabilities of the Offeror and Subcontractors identified for providing the services indicated. I understand that these Certifications are material representations of fact upon which reliance will be placed if this contract is awarded and that 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 Offeror and Subcontractors. This proposal is valid for at least ninety (90) days.

By my initials below, I certify that the Offeror and all Subcontractors identified in the Proposal shall comply with all requirements for the following items as explained in the Standard Provisions Booklet:

- [] Certification of Compliance (Alaska Licenses and Registrations, and Certifications).
- [] Insurance, including Workers' Compensation, Comprehensive or Commercial General Liability, and Comprehensive Automobile Liability.
- [] Professional Liability Insurance as follows:
 - As available.
 - Minimum of \$300,000.
 - Minimum of \$500,000.
- [] Certification for Federal-Aid Contracts Exceeding \$100,000 (DOT&PF Form 25A262 Appendix A, General Conditions)

Signature *and Date*

Name.....:
Title.....:
Offeror (Firm).....:
Street or PO Box.....:
City, State, Zip.....:
Telephone - Voice.....:
Telephone - Fax.....:
Email.....:

Federal Tax Identification No. :

Type of Firm (Check one of the following):

- Individual Partnership
- Corporation in state of.....:
- Other (specify)

For Small Procurements over \$50,000, by signature on this form, 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 24 hours 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

END OF PART B

PROPOSED STATEMENT OF SERVICES APPENDIX B

PSA No:	31007-1
IRIS Program No:	N/A
Federal Project No:	N/A
Date Prepared:	03/02/2026

Falls Creek Avenue Geotechnical Investigation

ARTICLE B1 INDEX

<u>Article</u>	<u>Subject</u>
B2	Exhibits
B3	Codes, Regulations, Standards, and Procedures
B4	Administrative Requirements
B5	Project Description and Location
B6	Summary of Contract Services
B7	Management
B8	Geotechnical Investigation

ARTICLE B2 EXHIBITS

<u>Exhibits</u>	<u>Subject</u>
B-1	Bridges Information and Locations

ARTICLE B3 CODES, REGULATIONS, STANDARDS, AND PROCEDURES

B3.1 General. All studies, reports, and design services shall be performed in accordance with applicable codes, regulations, standards, professional practice procedures, and commonly recognized construction methods. The Contractor shall consider the geographical location of the project as well as other environmental and site-specific constraints when performing services for this project.

B3.2 Units of Measurement. Standard U.S. units of measurements shall be used throughout development of the project.

ARTICLE B4 ADMINISTRATIVE REQUIREMENTS

B4.1 General. The Contractor shall provide services as identified and authorized by sequentially numbered Notices-to-Proceed. The Contractor shall not perform services or incur billable expense except as authorized by an NTP.

B4.2 Project Staff. All services must be performed by or under the direct supervision of the following individuals:

<u>Name</u>	<u>Project Responsibilities</u>
-------------	---------------------------------

[TBD]

Replacement of, or addition to, the Project Staff named above shall be accomplished only by prior written approval from the Contracting Agency.

B4.3 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 Land Surveyor in responsible charge for the services. These Engineers or Land Surveyors 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.

B4.4 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 percentage 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.

B4.5 Correspondence. All correspondence prepared by the Contractor shall bear the Contracting Agency's assigned Project name and number.

B4.6 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.

B4.6.1 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.

B4.6.2 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.

B4.6.3 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 Project Number.
- f. Prepared for: Alaska Department of Natural Resources, Division of Parks and Outdoor Recreation.
- g. Prepared by: [COMPANY NAME AND ADDRESS]
- h. Map and/or picture of project area.

B4.7 Contractor Name on Plan Sheets and Documents. No Contractor logos shall be allowed on any electronic or hard copy document produced for the Contracting Agency. 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 Contracting Agency 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 AND ADDRESS]

B4.8 Plans. Plans shall be submitted on title block provided by the Department. All submittals shall be half size, on 11"x17" plan sheets.

B4.8.1 Drafting. All drawings shall be submitted in Autocad, format using the e-transmit feature to capture all peripheral files into one zip file. AutoCAD version shall be the current release or as designated by the Contract Manager. All submissions shall include the Autocad drawing files on thumb drives or external hard drive. An industry standard layering scheme shall be used.

B4.9 Borehole Logs. Final logs from the subsurface investigation shall be 8.5" x 11", prepared using software capable of producing logs that are professional looking, consistent in scale, and graphically depict the different soil types encountered. The software shall be compatible with Autocad for exporting scaled graphic soil profiles. Final log format and appearance shall be approved by the Contract Manager.

B4.9.1 Copies of the Specifications shall be printed on both sides of the paper and shall be bound with a comb binder. Copies of the estimates shall be single sided. For

Reviews, copies of estimates shall be included as the first item behind the cover of the Specifications.

B4.9.2 All Specifications shall also be submitted on thumb drives as document files for Microsoft Word.

B4.10 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.

B4.10.1 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.

B4.10.2 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 may be asked to interpret and provide explanations of the content.

B4.10.3 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.

B4.11 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.

ARTICLE B5 PROJECT DESCRIPTION AND LOCATION

B5.1 The Department of Natural Resources, Division of Parks and Outdoor Recreation (DPOR) on behalf of the Division of Forestry is planning to replace two vehicle bridges along Falls Creek Avenue. Falls Creek Avenue is within the community of Clam Gulch and access is from Wise Owl Avenue off Sterling Highway MP 121.5.

The existing bridges consist of single span, 30-foot rail cars repurposed as bridges and installed in 1986. One crosses over Falls Creek and the other over Ninilchik River. The bridges are in disrepair and will be replaced with prefabricated, modular, steel bridges. Foundation for the bridges are yet to be determined and may vary between deep or shallow foundations depending on observed soil conditions.

Exhibit B-2 documents the location and condition of the bridges. The load capacity of the two bridges are unknown.

ARTICLE B6
SUMMARY OF CONTRACT SERVICES

B6.1 General. The Contractor shall provide professional services to include mobilization and demobilization, onsite subsurface investigation, soil sampling and testing, analysis, reporting, and geotechnical engineering recommendations.

ARTICLE B7
MANAGEMENT

B7.1 Performance Schedule. The Contractor shall abide by the schedule submitted and adjusted for the actual Notice to Proceed (NTP) date.

B7.1.1 Schedule Changes. Adherence to the Project Schedule is necessary to meet the Contracting Agency's long-term goals and commitments. The Contractor agrees to expend all effort necessary to stay on schedule and meet the contract delivery dates.

B7.2 Project Coordination. All coordination and correspondence for the project shall be handled through or with the concurrence of the Contract Manager.

B7.2.1 Correspondence. The Contractor shall submit all written material, letters, survey forms, etc., used to communicate information regarding the project to the Contract Manager for review and acceptance prior to its distribution. Copies of all outgoing and incoming correspondence shall be provided to the Contract manager. All outgoing correspondence shall include the project title and state project numbers.

B7.2.2 Release of Information. The release of any project-related information must be approved by the Contract Manager.

ARTICLE B8
GEOTECHNICAL INVESTIGATION

B8.1 General. The Contractor shall conform to the latest edition of the Alaska Geotechnical Procedures Manual as published by the Department of Transportation and Public Facilities (DOT&PF).

The Contractor is responsible for due diligence work to evaluate the project site for equipment access. Secure all permits necessary to carry out onsite investigation work prior to beginning onsite work.

B8.2 Subsurface Investigation. Submit for approval a project specific exploration plan. The plan shall describe the equipment to be used, the number of investigation holes, their locations in relation to the bridge crossings, and their depth. The plan shall outline all necessary permits, which the Contractor will secure.

Falls Creek Avenue is a public road and shall remain open to the public. Provide all appropriate traffic control measures to provide safe access and worker safety.

Investigate subsurface conditions at the bridge abutment locations to support bridge foundation decision-making and design. Determine soil strength characteristics. Collect a sample from each distinct soil stratum encountered during exploration.

Backfill each borehole with drill cuttings and compact as practical as possible. Document GPS latitude/longitude coordinates for each borehole.

B8.3 Lab Testing. At a minimum, determine the gradation, soil classification, and moisture content of all collected samples. Test for organic content of organic soils. Note the frost-susceptibility of all soil samples collected within 15 feet below ground surface.

B8.4 Deliverable Items.

<u>Deliverable Item</u>	<u>Originals</u>	<u>Copies</u>
Draft Report	1 & PDF	0
Final Report	1 & PDF	2

EXHIBIT B-1 BRIDGES INFORMATION AND LOCATIONS

Falls Creek Avenue Bridge Descriptions – Accessed from Wise Owl Avenue, near MP 121.5 Sterling Highway in Clam Gulch. No information found on DOT bridge inspections or ADFG “Title 16” permits (no instream work). Both bridges have relatively flat and straight approaches. Map and design also included.

Falls Creek Bridge – 30’ Rail car bridge installed in 1986, last repaired in 2011.

Lat/Long: N 60.1671° x W 151.4135°

Photos from 2024.



ViewKPB Imagery

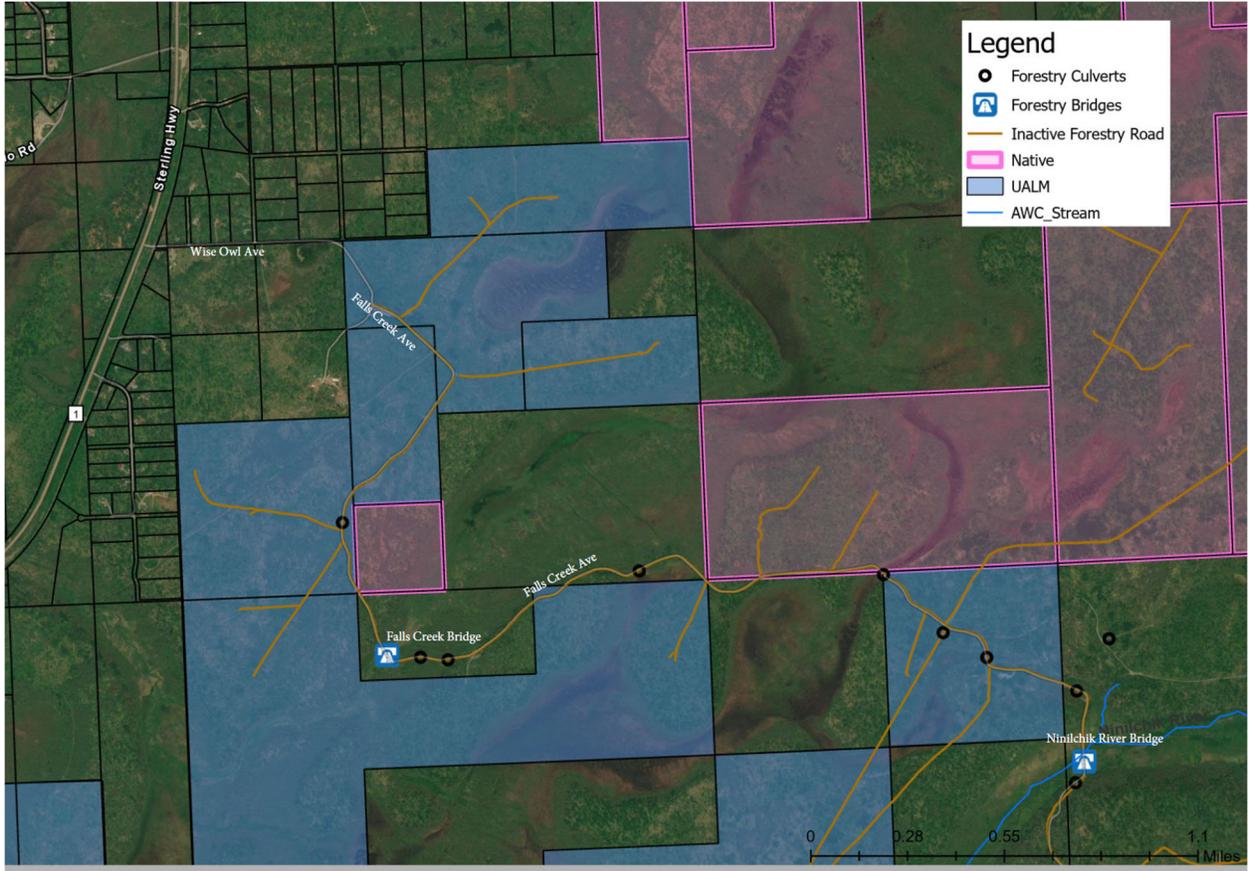
Ninilchik River Bridge – 30’ Rail car bridge installed in 1986, last repaired in 2006.

Lat/Long: N 60.1617° x W 151.3563°

Photos from 2024.



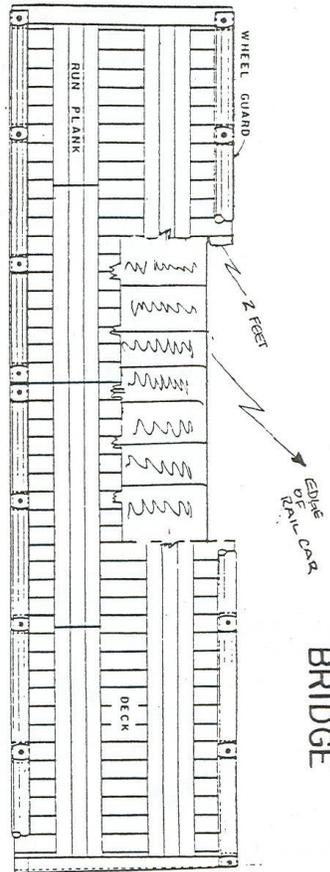
ViewKPB Imagery



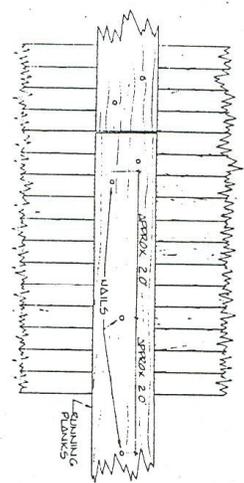
Falls Creek Avenue Access

Source: Ben. Varion, Earthstar Geographics and the GIS User Community, Kennebec Peninsula Borough, ME. Scale: 1:50,000. UALM, UALM, EPA, USFWS

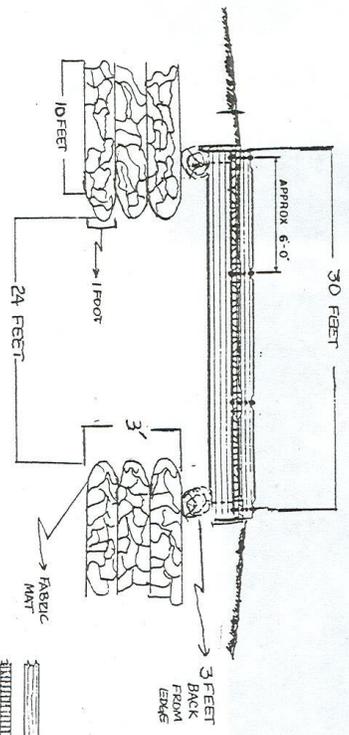
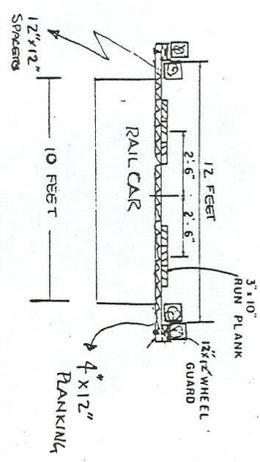
NINILCHIK BRIDGE



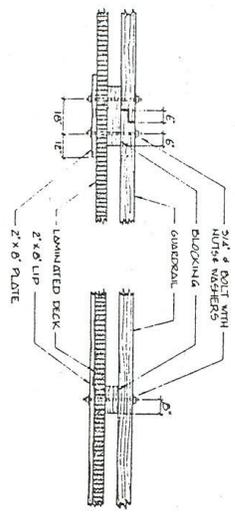
TYPICAL PLAN



Nailing pattern for running planks



TYPICAL SIDE ELEVATIONS



MTP 4/10/85