ALASKA COURT SYSTEM
ADDENDUM #1
Invitation to Bid #CRG-L-14-0008

For LEASE CONTRACT

Addendum Issue Date: **November 20, 2014** Lease Location: **Craig/Klawock, Alaska**

To All Bid Package Holders:

The following changes, additions, and/or deletions are hereby made a part of the Invitation to Bid (ITB) for the above lease as fully and completely as if the same were fully contained therein.

Please acknowledge this addendum under Item #III on the Bid Schedule. All other terms, conditions, and specifications of the original ITB remain unchanged.

Response Due Date is CHANGED from that specified in ITB. The new bid deadline is Friday, December 19, 2014 at 2:00 P.M.

A. The following Document(s) are revised:

1. **Invitation to Bid, Cover Sheet:**
   Remove the ITB Cover Sheet from the original ITB and substitute the new Cover Sheet included in this addendum. **The bid opening date and submittal deadline is changed to Friday, December 19, 2014 at 2:00 p.m.**

2. **Bid Schedule:**
   Remove the Bid Schedule from the original ITB and substitute the new Bid Schedule included in this addendum. **The bid opening date and submittal deadline is changed to Friday, December 19, 2014 at 2:00 p.m.**

END OF ADDENDUM #1

ALASKA COURT SYSTEM (ACS)
INVITATION TO BID – COVER SHEET

LEASE CONTRACT

Procurement per ACS Procurement Guidelines

ISSUING OFFICE:

Alaska Court System
820 West 4th Avenue
Anchorage, Alaska 99501

ITB Number: CRG-L-14-0008
Issuing Date: November 7, 2014

All questions shall be directed to Lesa Hall, Facilities Manager, 907-264-8282

LEASE:

Location: Craig/Klawock Area, Alaska

Description of Lease: Approximately 3,100 net usable square feet.

Scope of Lease: Provide court and office space to accommodate trial court operations.

Estimated Period of Lease: Fifteen (15) Years with Two (2) Five (5)-year options to renew

Lease Commencement: November 1, 2015

Ready for Occupancy Date: October 15, 2015
(Facility is Ready for Move-In)
(As described in General Lease Conditions)

BID OPENING DATE AND SUBMITTAL DEADLINE:

DATE: Friday, December 19, 2014 PREVAILING TIME: **2:00 P.M.**

HAND DELIVER OR MAIL SEALED BID TO:

Alaska Court System
Attn: Facilities Manager
820 West 4th Avenue
Anchorage, Alaska 99501

OR

Local Court Location:
Kimberly Rice, Clerk of Court
Alaska Court System
1330 Craig Klawock Hwy.
Craig, Alaska 99921

The Court System is soliciting sealed bids under ACS Procurement Guidelines 2-204. **Sealed Bids cannot be faxed**. Bid **modifications may be faxed** and will be accepted up to the time of bid. Faxed modifications must modify a sealed bid received by the Facilities Manager by the bid deadline. FAX number 264-8296. Bids will be opened publicly shortly after bid deadline.

PRE-BID CONFERENCE:

Wednesday, November 19, 2014 at 2:00 p.m. at 820 W. 4th Ave,, Anchorage, AK. 99501
Prospective Bidders may tie in by teleconference by contacting Facilities Manager at the above phone number, at least 1 hour prior to conference.

ALASKA COURT SYSTEM (ACS)
BID SCHEDULE
LEASE CONTRACT

Procurement per ACS Procurement Guidelines

Type of Service: Court and Office Lease
Property/Facility: Craig Courthouse
Date of Issuance: November 7, 2014
Submittal Deadline: December 19, 2014
Location(s): Craig/Klawock, Alaska

ITB Number: CRG-L-14-0008

Contracting Agency: Alaska Court System
Facilities Department
820 W. 4th Ave.
Anchorage, AK 99501
Contracting Officer: Lesa Hall, Facilities Mgr.
Contract Manager: Dawn Molina,
Leasing & Contracts Mgr.
Phone: 907-264-8284 **Fax:** 907-264-8296

I. BID SCHEDULE and ITEMS: *Bidders should carefully read all Bid Documents attached to this schedule!*
Bid Documents include Instruction to Bidders, General Lease Conditions, Supplemental Lease Conditions, General Lease Requirements, Supplementary Lease Requirements, Building Questionnaire and Appendices.

Bidder Please Note:

The bidder must enter a fixed monthly price for space lease. Failure to enter a monthly price on Item A will result in the bid being declared non-responsive. The ACS reserves the right to reject all bids. If a Contract is awarded, it will be awarded to the lowest responsible and responsive bidder offering premises that, in the sole judgment of the ACS, meet the minimum project criteria. The Contract will be awarded for the total Base Bid plus additive alternates as selected by the Alaska Court System. If bid alternates are included in the bid documents, the Alaska Court System reserves the right to award some, none, or all of the alternates. Alternates may be awarded in any order in the best interest of the Alaska Court System.

BID ITEMS:

A. BASE BID AMOUNT: Approximately 3,100 net usable square feet, to include: Superior Court Courtroom, Jury Suite, Clerks Office, Judge Office, Magistrate's Office, Staff Toilet, Attorney Conference, Holding Cell, and Communications Room.

1. MONTHLY FIXED PRICE FOR SPACE LEASE: = $_____

2. ANNUALIZED BASE BID AMOUNT (Bid Item A.1 x 12mos.) = $ _____

3. TERM AMOUNT for 15-YEAR TERM (Bid Item A.2 x 15 yrs) = $ _____

Check Preference if applicable-See Instructions to Bidders and attach required proof and paperwork:

☐ **A. Alaskan Bidders**
☐ **B. Alaskan Bidder with Disabilities *(requires pre-certification)***
☐ **C. Disabled Alaskan Employment Program *(requires pre-certification)***
☐ **D. Alaskan Employer of 50% People with Disabilities *(requires pre-certification)***
☐ **E. Alaska Products *(must be pre-qualified prior to bid)***

ALASKA COURT SYSTEM (ACS)
BID SCHEDULE
LEASE CONTRACT

Procurement per ACS Procurement Guidelines

II. REFERENCES (Must list at least 1 company with whom bidder has had a Lease contract for at least 1 full year in the last 5 years):

1. _____
   Company | Contact Name | Daytime Telephone

2. _____
   Company | Contact Name | Daytime Telephone

3. _____
   Company | Contact Name | Daytime Telephone

III. ADDENDA ACKNOWLEDGEMENT:

The Bidder acknowledges receipt of the following addenda to the original Bid Documents ***(note number and date of each)*** and that associated costs are included in this bid.

Addenda #, Date Issued	Addenda #, Date Issued	Addenda #, Date Issued

No other alternates or substitutions allowed on this Bid Form.

IV. AGREEMENT:

By completing, signing and submitting this form I certify that I have reviewed the bid documents, with addenda, and understand the scope of services and conditions required for this Property/Facility. Furthermore, if awarded this contract, I agree to furnish for the above Bid Amounts – which were arrived at independently and without collusion –necessary labor, materials, and equipment in full compliance with the Contract and each of its incorporated terms and conditions. Work shall be accomplished in a workmanlike manner, observing all applicable civil rights and equal employment opportunity acts, and to the satisfaction of the Contracting Officer.

Bidder Name: _____ Contact Name: _____

Mailing Address: _____

Business License #: _____ EIN or SSN: _____

Phone: _____ Fax: _____ E-Mail: _____

Check one of the following to indicate type of business entity for your company:

Sole Proprietor: _____ Partnership: _____ Corporation: _____ LLC: _____ Other (Specify): _____

Bidder Signature: _____ Date: _____