

STATE OF ALASKA INVITATION TO BID (ITB)



ANC PARKING LOTS WINTER MAINTENANCE

ITB 2526H281

ISSUED 6/3/2026

THIS ITB IS INTENDED TO RESULT IN A CONTRACT TO PROVIDE SNOW PLOWING, SANDING, AND HAULING SERVICES FOR THE PARKING LOTS AND PARKING GARAGE LOCATED AT THE ANCHORAGE INTERNATIONAL AIRPORT (ANC) IN ANCHORAGE ALASKA.

IMPORTANT NOTICE: If you received this solicitation from the State of Alaska’s “Online Public Notice” web site, you must register with the procurement officer listed below if you desire to receive notification of subsequent amendments to the solicitation.

BIDDER'S NOTICE: By signature on this form, the bidder certifies that they comply with the following:

- (1) the bidder has a valid Alaska business license or will obtain one prior to award of any contract resulting from this ITB. If the bidder possesses a valid Alaska business license, the license number must be written below or one the following forms of evidence must be submitted with the bid:
 - a canceled check for the business license fee;
 - a copy of the business license application with a receipt date stamp from the State's business license office;
 - a receipt from the State’s business license office for the license fee;
 - a copy of the bidder’s valid business license;
 - a sworn notarized affidavit that the bidder has applied and paid for a business license;
- (2) the price(s) submitted was arrived at independently and without collusion, under penalty of perjury, and that the bidder is complying with:
 - the laws of the State of Alaska;
 - the applicable portion of the Federal Civil Rights Act of 1964;
 - the Equal Employment Opportunity Act and the regulations issued thereunder by the state and federal government;
 - the Americans with Disabilities Act of 1990 and the regulations issued thereunder by the state and federal government;
 - the bid will remain open and valid for at least 90 days;
 - all terms and conditions set out in this Invitation to Bid (ITB).

If a bidder does not hold an Alaska Business License (1) at the time designated in the ITB for opening the state will disallow the Alaska Bidder Preference. Bids must also be submitted under the name as appearing on the bidder’s current Alaska business license in order to receive the Alaska Bidder Preference. If a bidder fails to comply with (2) of this paragraph, the state may reject the bid, terminate the contract, or consider the contractor in default.

DEPARTMENT OF TRANSPORTATION & PUBLIC FACILITIES

DIVISION OF PROGRAM MANAGEMENT AND ADMINISTRATION

PROCUREMENT OFFICER:

JOEL BALZER

PHONE: (907) 269-0867

EMAIL: JOEL.BALZER@ALASKA.GOV

COMPANY SUBMITTING BID

AUTHORIZED SIGNATURE

PRINTED NAME

DATE

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SECTION 1. INTRODUCTION & INSTRUCTIONS

SEC. 1.01 PURPOSE OF THE ITB

The Department of Transportation & Public Facilities Division Of Program Management and Administration, is soliciting bids for snow plowing, sanding, and hauling services for the parking lots and parking garage located at the Anchorage International Airport (ANC).

SEC. 1.02 BUDGET

Payment for the contract is subject to funds already appropriated and identified.

SEC. 1.03 DEADLINE FOR RECEIPT OF BIDS

Bids must be received no later than **11:00 AM** Alaska Time on **6/17/2026**, at which time they will be publicly opened. Late bids or amendments will be considered non-responsive and will not be opened or accepted for evaluation.

SEC. 1.04 PRIOR EXPERIENCE

In order for a bid to be considered responsive the bidder must meet these minimum prior experience requirements:

1. Prior Contract Scale and Complexity

Bidders must demonstrate at least two completed winter maintenance contracts within the past five years where the total service area was at least 500,000 square feet and services were performed on a 24/7 basis for a minimum of four consecutive months. Documentation must be submitted with the bid in the form of contract references, client contact information, and a brief scope description for each qualifying project.

2. Active Operating History

The bidder's business entity must have been continuously operating and licensed for a minimum of three years prior to the bid submission date. Documentation must include a copy of the applicable business license(s) and any relevant state contractor registration.

3. Disclosure of Prior Terminations, Claims, and Litigation

Bidders must affirmatively certify, under penalty of bid rejection, one of the following:

- (a) That the bidding entity has not been terminated for default or cause on any government or airport-related contract within the past five years; or
- (b) That a termination for default or cause has occurred within the past five years, with full written disclosure of the circumstances, the contracting agency, the contract involved, and the resolution or current status.

In addition, bidders must disclose any pending or resolved claims, litigation, or arbitration related to snow and ice control services within the past five years, including the nature of the claim, the parties involved, and the outcome or current status.

False certification — including material omissions will cause the bid to be found non-responsive and rejected.

A bidder's failure to meet these minimum prior experience requirements will cause their bid to be considered non-responsive and rejected.

SEC. 1.05 REQUIRED REVIEW

Bidders shall carefully review this ITB for defects and questionable or objectionable material. Comments concerning defects and questionable or objectionable material in the ITB should be made in writing and received by the procurement officer before the deadline for receipt of bids. This will allow time for an amendment to be issued if one is required. It will also help prevent the opening of a defective bid, upon which award cannot be made, and the resultant exposure of bidders' prices.

SEC. 1.06 QUESTIONS PRIOR TO DEADLINE FOR RECEIPT OF BIDS

All questions must be in writing and directed to the procurement officer. The interested party must confirm telephone conversations in writing. Two types of questions generally arise. One may be answered by directing the questioner to a specific section of the ITB. These questions may be answered over the telephone. Other questions may be more complex and may require a written amendment to the ITB. The procurement officer will make that decision.

SEC. 1.07 SITE INSPECTION

Potential bidders are strongly encouraged to attend the scheduled site inspection with the project manager. Because space is limited you must confirm attendance with the procurement officer.

Site Inspection time and location:

JUNE 11, 2026, at 10:00AM in front of the building located at 5740 DeHavilland Ave., Anchorage, 99502

SITE INSPECTION: Bidders are strongly encouraged to visit the work site so that they can see the conditions under which the work described in this ITB and Scope of Work will be performed. The bidder's failure to visit the work site will in no way relieve the bidder of the responsibility of performing the work in strict compliance with the true intent and meaning of the terms, conditions, and scope of work outlined in this ITB.

The project manager is only empowered to allow potential bidders to view the work site. The project manager cannot and will not answer potential bidder questions regarding the work to be performed under this ITB or the terms, conditions and scope of work of this ITB. Any questions potential bidders have must be directed to the procurement officer as required in Section 1.05.

SEC. 1.08 RETURN INSTRUCTIONS

If submitting a hard copy, bidders must submit one hard copy of their entire bid, in writing, to the procurement officer in a sealed package. The sealed bid package must be addressed as follows:

Department of Transportation and Public Facilities
Division of Program Management and Administration
Attention: **Joel Balzer**
Invitation to Bid (ITB) Number: **2526H281**
ITB Title: **ANC PARKING LOTS WINTER MAINTENANCE**
2200 East 42nd Ave. Room 110
Anchorage, Alaska 99508

If submitting your bid via email, the entire bid may be emailed to dotcrprocurement@alaska.gov and must contain the ITB number in the subject line of the email. The **maximum** size of a single email (including all text and attachments) that can be received by the state is **10mb (megabytes)**. If the email containing the bid exceeds this size, the bid must be sent in multiple emails that are each less than **10 megabytes** and each email must comply with the requirements described above.

Please note that email transmission is not instantaneous. Like sending a hard copy bid, if you are emailing your bid, the state recommends sending it enough ahead of time to ensure the email is delivered by the deadline for receipt of bids.

It is the bidder's responsibility to contact the issuing agency at **907-269-0796** to confirm that the entire bid has been received. The state is not responsible for unreadable, corrupt, or missing attachments.

SEC. 1.09 ASSISTANCE TO BIDDERS WITH A DISABILITY

The State of Alaska complies with Title II of the Americans with Disabilities Act of 1990. Individuals with disabilities who may need auxiliary aids, services, and/or special modifications to submit a bid should contact the Procurement Officer no later than ten days prior to the closing of the bid to make any necessary arrangements.

SEC. 1.10 AMENDMENTS TO BIDS

Amendments to or withdrawals of bids will only be allowed if acceptable requests are received prior to the deadline that is set for receipt of bids, in accordance with 2 AAC 12.140. No amendments or withdrawals will be accepted after the deadline unless the delay is due to an error of the contracting agency, in accordance with 2 AAC 12.160.

SEC. 1.11 AMENDMENTS TO THE ITB

If an amendment is issued before the deadline for receipt of bids, the amendment will be posted on the State of Alaska Online Public Notice (OPN) website. The link to the posting of the amendment will be provided to all who were notified of the ITB and to those who have registered with the procurement officer after receiving the ITB from the OPN.

SEC. 1.12 ITB SCHEDULE

The ITB schedule below represents the State of Alaska's best estimate of the schedule that will be followed. If a component of this schedule, such as the deadline for receipt of bids, is delayed, the rest of the schedule may be shifted accordingly. All times are Alaska Time.

ACTIVITY	TIME	DATE
Issue Date / ITB Released		6/3/2026
Site Visit	10:00 AM	6/11/2026
Deadline for Receipt of Bids / Bid Due Date	11:00 AM	6/17/2026
Bid Evaluations Complete		6/25/2026
Notice of Intent to Award		6/25/2026
Contract Issued		7/2/2026

This ITB does not, by itself, obligate the state. The state's obligation will commence when the contract is approved by the Commissioner of the Department of **Transportation and Public Facilities**, or the Commissioner's designee. Upon written notice to the contractor, the state may set a different starting date for the contract. The state will not be responsible for any work done by the contractor, even work done in good faith, if it occurs prior to the contract start date set by the state.

SEC. 1.13 ALTERNATE BIDS

Bidders may only submit one bid for evaluation. In accordance with 2 AAC 12.830 alternate bids (bids that offer something different than what is asked for) will be rejected.

SEC. 1.14 SUPPORTING INFORMATION

Provided a bid meets the requirements for a definite, firm, unqualified, and unconditional offer, the state reserves the right to request supplemental information from the bidder, after the bids have been opened, to ensure that the products or services offered completely meet the ITB requirements. The requirement for such supplemental information will be at the reasonable discretion of the state and may include the requirement that a bidder will provide a sample product(s) so that the state can make a first-hand examination and determination.

A bidder's failure to provide this supplemental information or the product sample(s), within the time set by the state, may cause the state to consider the offer non-responsive and reject the bid.

SEC. 1.15 FIRM, UNQUALIFIED, AND UNCONDITIONAL OFFER

To be responsive a bid must constitute a definite, firm, unqualified and unconditional offer to meet all the material terms of the ITB. Material terms are those that could affect the price, quantity, quality, or delivery. Also included as material terms are those which are clearly identified in the ITB, and which must be complied with at risk of bid rejection for non-responsiveness.

SECTION 2. SCOPE OF WORK AND CONTRACT INFORMATION

SEC. 2.01 SCOPE OF WORK

See attachments “A - Ground Level Parking Lots Scope of Work” and “B - Parking Garage Roof Scope of Work” for detailed scope of work.

SEC. 2.02 CONTRACT TERM

The length of the contract will be from the date of award, approximately **7/2/2026**, through **6/30/2027**, with the option to renew for **FOUR (4)** additional **ONE-YEAR** terms under the same terms and conditions as the original contract. Renewals will be exercised at the sole discretion of the state.

Unless otherwise provided in this ITB, the State and the successful bidder/contractor agree: (1) that any extension of the contract excluding any exercised renewal options, will be considered as a month-to-month extension, and all other terms and conditions shall remain in full force and effect and (2) the procurement officer will provide notice to the contractor of the intent to cancel such month-to-month extension at least 30 days before the desired date of cancellation. A month-to-month extension may only be executed by the procurement officer via a written contract amendment.

SEC. 2.03 CONTRACT TYPE

This contract is a **FIRM FIXED PRICE** contract.

SEC. 2.04 PAYMENT FOR STATE PURCHASES

No payment will be made until the contract is approved by the Commissioner of the Department of **Transportation and Public Facilities** or the Commissioner's designee. Under no conditions will the state be liable for the payment of any interest charges associated with the cost of the contract. The state is not responsible for and will not pay local, state, or federal taxes. All costs associated with the contract must be stated in U.S. currency.

Payment for agreements under \$500,000 for the undisputed purchase of goods or services provided to a state agency, will be made within 30 days of the receipt of a proper billing or the delivery of the goods or services to the location(s) specified in the agreement, whichever is later. A late payment is subject to 1.5% interest per month on the unpaid balance. Interest will not be paid if there is a dispute or if there is an agreement that establishes a lower interest rate or precludes the charging of interest.

SEC. 2.05 ELECTRONIC PAYMENTS

The State of Alaska prefers vendors receive payment via Electronic Funds Transfer (EFT). Bidders may review information concerning the EFT process and access the [Electronic Payment Agreement Form for Vendors](https://doa.alaska.gov/dof/vendor.html) at the following link: <https://doa.alaska.gov/dof/vendor.html>. Method of payment is not a factor in the State's determination for award.

Any single contract payments of \$1 million or higher must be accepted by the contractor via Electronic Funds Transfer (EFT).

SEC. 2.06 CONTRACT ADMINISTRATION

The administration of this contract is the responsibility of the procurement officer or person appointed by the Department of **Transportation and Public Facilities**, Division of **Program Management and Administration**.

SEC. 2.07 CONTRACT PRICE ADJUSTMENTS

A contract resulting from this ITB will include the following price adjustment clause:

The Contractor or State may request a **THREE (3) percent** price adjustments, no sooner than 12 months from the Contract execution date, and no more than once per contract year. Contractors must submit a request to the State at least thirty (30) days prior to the end of the current term. All Requests must be in writing and must be received 30 days prior to the Contract renewal date.

- a. If the Contractor or State fail to request a price adjustment 30 days prior to the Contract renewal date, the adjustment will be effective 30 days after the State or Contractor receives their written request.
- b. Approval for all price increases is dependent upon full compliance with the terms of the Contract including reporting requirements.

SEC. 2.08 CONTRACT PERFORMANCE LOCATION

By signature on their bid, the bidder certifies that all services provided under this contract by the contractor and all subcontractors shall be performed in the United States.

If the bidder cannot certify that all work will be performed in the United States, the bidder must contact the procurement officer in writing to request a waiver at least 10 days prior to the deadline for receipt of bids.

The request must include a detailed description of the portion of work that will be performed outside the United States, where, by whom, and the reason the waiver is necessary.

Failure to comply with these requirements may cause the state to reject the bid as non-responsive or cancel the contract.

SEC. 2.09 THIRD-PARTY FINANCING AGREEMENTS NOT ALLOWED

Because of the additional administrative and accounting time required of the state when third party financing agreements are permitted, they will not be allowed under this contract.

SEC. 2.10 SUBCONTRACTORS

Subcontractors may be used to perform work under this contract. If a bidder intends to use subcontractors, the bidder must identify in the bids the names of the subcontractors and the portions of the work the subcontractors will perform.

Subcontractor experience **SHALL** be considered in determining whether the bidder meets the requirements set forth in **SEC. 2.01 SCOPE OF WORK**

If a bid with subcontractors is selected, the bidder must provide the following information concerning each prospective subcontractor within five working days from the date of the state's request:

- complete name of the subcontractor;
- complete address of the subcontractor;
- type of work the subcontractor will be performing;
- percentage of work the subcontractor will be providing;
- evidence that the subcontractor holds a valid Alaska business license; and
- a written statement signed by each proposed subcontractor that clearly verifies that the subcontractor is committed to render the services required by the contract.

A bidder's failure to provide this information, within the time set, may cause the state to consider their bid non-responsive and reject it.

Note that if the subcontractor will not be performing work within Alaska, they will not be required to hold an Alaska business license.

SEC. 2.11 JOINT VENTURES

Joint ventures will not be allowed.

SEC. 2.12 RIGHT TO INSPECT PLACE OF BUSINESS

At reasonable times, the state may inspect those areas of the contractor's place of business that are related to the performance of a contract. If the state makes such an inspection, the contractor must provide reasonable assistance.

SEC. 2.13 INSPECTION & MODIFICATION - REIMBURSEMENT FOR UNACCEPTABLE DELIVERABLES

The contractor is responsible for providing all products or the completion of all work set out in the contract. All products or work is subject to inspection, evaluation, and approval by the state. The state may employ all reasonable means to ensure that the work is progressing and being performed in compliance with the contract. The state may instruct the contractor to make corrections or modifications if needed in order to accomplish the contract's intent. The contractor will not unreasonably withhold such changes.

Substantial failure of the contractor to perform the contract may cause the state to terminate the contract. In this event, the state may require the contractor to reimburse monies paid (based on the identified portion of unacceptable products or work received) and may seek associated damages.

SEC. 2.14 EQUIPMENT INSPECTION

Equipment offered (including for lease) may be subject to inspection and approval by the state prior to the award of the ITB. The equipment and attachments must be in good repair and capable of performing the work for which they were designed.

SEC. 2.15 CONTRACT CHANGES – UNANTICIPATED AMENDMENTS

During the course of this contract, the contractor may be required to perform additional work. That work will be within the general scope of the initial contract. When additional work is required, the state will provide the contractor a written description of the additional work and request the contractor to submit a firm time schedule for accomplishing the additional work and a firm price for the additional work. Cost and pricing data must be provided to justify the cost of such amendments per AS 36.30.400.

The contractor will not commence additional work until the procurement officer has secured required state approvals necessary and issued a written contract amendment.

SEC. 2.16 CONTINUING OBLIGATION OF CONTRACTOR

Notwithstanding the expiration date of a contract resulting from this ITB, the contractor is obligated to fulfill its responsibilities until warranty, guarantee, maintenance, and parts availability requirements have completely expired.

SEC. 2.17 BILLING INSTRUCTIONS

Invoices must be billed to the ordering agency's address shown on the individual Purchase Order, Contract Award or Delivery Order. The state will make payment after it receives the goods or services and the invoice. Questions concerning payment must be addressed to the ordering agency.

SEC. 2.18 ESTIMATED QUANTITIES

The estimated annual use quantities referenced in this ITB are only estimates and may vary more or less from the quantities actually purchased. The state will use the estimated annual use numbers for the evaluation and award of the ITB, but the state does not guarantee any minimum purchase. Orders will be issued throughout the contract period by various state agencies on an as-needed basis.

SEC. 2.19 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.

SEC. 2.20 INSURANCE

Without limiting the contractor's indemnification, it is agreed that the 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 procurement officer prior to contract approval 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.

Proof of insurance is required for the following:

- 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.
- 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 **\$1,000,000** combined single limit per occurrence.
- Commercial Automobile Liability Insurance: covering all vehicles used by the contractor in the performance of services under this agreement with minimum coverage limits of **\$1,000,000** combined single limit per occurrence.

SECTION 3. BID FORMAT AND CONTENT

SEC. 3.01 BID FORMS

Bidders shall use the front page of this ITB, the Bid Submission Cover Sheet, and any other forms identified in this ITB for submitting bids. All bids must be signed by an individual authorized to bind the bidder to the provisions of the ITB.

BIDDER'S CERTIFICATION

By signature on the bid, the bidder certifies that they comply with the following:

- B. the laws of the State of Alaska;
- C. the applicable portion of the Federal Civil Rights Act of 1964;
- D. the Equal Employment Opportunity Act and the regulations issued thereunder by the state and federal government;
- E. the Americans with Disabilities Act of 1990 and the regulations issued thereunder by the state and federal government and certifies that programs, services, and activities provided to the general public on behalf of the State under a contract resulting from this solicitation comply with the Americans with Disabilities Act of 1990, 28 CFR, Part 35, Subpart B 35.130;
- F. all terms and conditions set out in this ITB;
- G. the price(s) submitted was arrived at independently arrived and without collusion, under penalty of perjury; and
- H. that the bid will remain open and valid for at least 90 days.

If any bidder fails to comply with [a] through [g] of this paragraph, the state reserves the right to disregard the bid, terminate the contract, or consider the contractor in default.

CONFLICT OF INTEREST

Each bid shall include a statement indicating whether the company or any individuals working on the contract has a possible conflict of interest (e.g., currently employed by the State of Alaska or formerly employed by the State of Alaska within the past two years) and, if so, the nature of that conflict. The procurement officer reserves the right to **consider a bid non-responsive and reject it** or cancel the award if any interest disclosed from any source could either give the appearance of a conflict or cause speculation as to the objectivity of the contract to be performed by the bidder.

SEC. 3.02 BID BOND – PERFORMANCE BOND

Bid Bond

Bidders must obtain a bid bond in the form of a certified or cashier's check made payable to the State of Alaska and submit it with the bid. The amount of the bid bond for this contract is **\$10,000**. The bid bond of each successful bidder will be retained until that bidder has furnished a satisfactory Performance Bond. If a bidder is selected to receive the contract and fails to negotiate or fails to deliver a fully executed contract after negotiation, the bid bond will be immediately forfeited to the state. The time limit for negotiation or delivery of a contract is 14 days from

the date the bidder receives notice from the procurement officer. The bid bond of each unsuccessful bidder will be returned as soon as practical after award has been made. Bids submitted without a bid bond will be rejected.

Performance Bond

The amount of the performance bond must be equal to the entire dollar value of a bidder's offer and must remain in effect for the full term of the contract including any renewal terms. If the contractor fails to satisfactorily perform the contract, the bonding company that provided the performance bond will be required to obtain timely performance of the contract. The actual performance bond must be obtained from the bonding company and provided to the state prior to the date of award of the contract. A bidder's failure to provide the performance bond, within the required time, will cause the state to reject the bid or cancel the contract.

SEC. 3.03 PRICES

The bidder shall state prices in the units of issue on this ITB. Prices quoted in bids must be exclusive of federal, state, and local taxes. If the bidder believes that certain taxes are payable by the state, the bidder may list such taxes separately, directly below the bid price for the affected item.

SECTION 4. EVALUATION AND CONTRACTOR SELECTION

SEC. 4.01 EVALUATION OF BIDS

After bid opening, the procurement officer will evaluate the bids for responsiveness and responsibility. Bids deemed non-responsive or non-responsible will be eliminated from further consideration. An evaluation may not be based on discrimination due the race, religion, color, national origin, sex, age, marital status, pregnancy, parenthood, disability, or political affiliation of the bidder.

SEC. 4.02 APPLICATION OF PREFERENCES

Certain preferences apply to all state contracts, regardless of their dollar value. The Alaska Bidder and Alaska Veteran preferences are the most common preferences involved in the ITB process. Additional preferences that may apply to this procurement are listed below. Guides that contain excerpts from the relevant statutes and codes, explain when the preferences apply and provide examples of how to calculate the preferences are available at the following website:

<https://oppm.doa.alaska.gov/policy-oversight/policy-resources/user-guide-matrixes/>

- Alaska Military Skills Program Preference – AS 36.30.321(l)
- Alaska Products Preference - AS 36.30.332
- Recycled Products Preference - AS 36.30.337
- Local Agriculture and Fisheries Products Preference - AS 36.15.050
- Employment Program Preference - AS 36.30.321(b)
- Alaskans with Disabilities Preference - AS 36.30.321(d)

The Division of Vocational Rehabilitation in the Department of Labor and Workforce Development keeps a list of qualified employment programs and individuals who qualify as persons with a disability. As evidence of a business' or an individual's right to the Employment Program or Alaskans with Disabilities preferences, the Division of Vocational Rehabilitation will issue a certification letter. To take advantage of these preferences, a business or individual must be on the appropriate Division of Vocational Rehabilitation list prior to the time designated for receipt of proposals. Bidders must attach a copy of their certification letter to the proposal. **A bidder's failure to provide this certification letter with their proposal will cause the state to disallow the preference.**

SEC. 4.03 ALASKA BIDDER PREFERENCE

An Alaska Bidder Preference of 5% will be applied to the total bid price. The preference will be given to a bidder who:

- 1) holds a current Alaska business license prior to the deadline for receipt of bids;
- 2) submits a bid for goods or services under the name appearing on the bidder's current Alaska business license;

- 3) has maintained a place of business within the state staffed by the bidder, or an employee of the bidder, for a period of six months immediately preceding the date of the bid;
- 4) is incorporated or qualified to do business under the laws of the state, is a sole proprietorship and the proprietor is a resident of the state, is a limited liability company (LLC) organized under AS 10.50 and all members are residents of the state, or is a partnership under AS 32.06 or AS 32.11 and all partners are residents of the state; and
- 5) if a joint venture, is composed entirely of ventures that qualify under (1)-(4) of this subsection.

Alaska Bidder Preference Certification Form

To receive the Alaska Bidder Preference, the bid must include the Alaska Bidder Preference Certification Form attached to this ITB. A bidder does not need to complete the Alaska Veteran Preference questions on the form if not claiming the Alaska Veteran Preference. A bidder's failure to provide this completed form with their bid will cause the state to disallow the preference.

SEC. 4.04 ALASKA VETERAN PREFERENCE

An Alaska Veteran Preference of 5%, not to exceed \$5,000, will be applied to the total bid price. The preference will be given to a bidder who qualifies under AS 36.30.990(2) as an Alaska Bidder and is a:

- a) sole proprietorship owned by an Alaska veteran;
- b) partnership under AS 32.06 or AS 32.11 if a majority of the partners are Alaska veterans;
- c) limited liability company organized under AS 10.50 if a majority of the members are Alaska veterans; or
- d) corporation that is wholly owned by individuals, and a majority of the individuals are Alaska veterans.

In accordance with AS 36.30.321(i), the bidder must also add value by actually performing, controlling, managing, and supervising the services provided, or for supplies, the bidder must have sold supplies of the general nature solicited to other state agencies, other government, or the general public.

Alaska Veteran Preference Certification

To receive the Alaska Veteran Preference, the bid must include the Alaska Bidder Preference Certification Form attached to this ITB. A bidder's failure to provide this completed form with their bid will cause the state to disallow the preference.

SEC. 4.05 ALASKA MILITARY SKILLS PROGRAM PREFERENCE

An Alaska Military Skills Program Preference of 2%, not to exceed \$5,000, will be applied to the price in the proposal. The preference will be given to an offeror who qualifies under AS 36.30.990(2) as an Alaska bidder and:

- a) Employs at least one person who is currently enrolled in, or within the previous two years graduated from, a United States Department of Defense SkillBridge or United States Army career skills program for service members or spouses of service members that offers civilian work experience through specific industry training, pre-apprenticeships, registered apprenticeships, or internships during the last 180 days before a service member separates or retires from the service; or
- b) has an active partnership with an entity that employs an apprentice through a program described above.

In accordance with AS 36.30.321(i), the bidder must also add value by actually performing, controlling, managing, and supervising the services provided, or for supplies, the bidder must have sold supplies of the general nature solicited to other state agencies, other government, or the general public.

Alaska Military Skills Program Preference Certification

In order to receive the Alaska Military Skills Program Preference, the bid must include the Alaska Bidder Preference Certification Form attached to this ITB. A bidder's failure to provide this completed form with their bid will cause the state to disallow the preference.

In addition, proof of graduation of the qualifying employee from an eligible program as described in AS 36.30.321(l) must be provided to the Procurement Officer at time of bid submission. Bidders must provide clarification or additional information requested by the Procurement Officer related to the preference not later than 5:00 PM Alaska Time one (1) business day following the date of the request. Failure to provide sufficient documentation will result in the bidder not receiving the Military Skills Program Preference.

SEC. 4.06 EMPLOYMENT PROGRAM PREFERENCE

If a bidder qualifies for the Alaska Bidder Preference and is offering goods or services through an employment program as defined under AS 36.30.990(12), an Employment Program Preference of 15% will be applied to the total bid price.

In accordance with AS 36.30.321(i), the bidder must also add value by actually performing, controlling, managing, and supervising the services provided, or for supplies, the bidder must have sold supplies of the general nature solicited to other state agencies, other government, or the general public.

SEC. 4.07 ALASKANS WITH DISABILITIES PREFERENCE

If a bidder qualifies for the Alaska Bidder Preference and is a qualifying entity as defined in AS 36.30.321(d), an Alaskans with Disabilities Preference of 10% will be applied to the total bid price.

In accordance with AS 36.30.321(i), the bidder must also add value by actually performing, controlling, managing, and supervising the services provided, or for supplies, the bidder must have sold supplies of the general nature solicited to other state agencies, other government, or the general public.

SEC. 4.08 PREFERENCE QUALIFICATION LETTER

Regarding the Employment Program Preference and the Alaskans with Disabilities Preference, the Division of Vocational Rehabilitation in the Department of Labor and Workforce Development maintains lists companies who qualify for those preferences. As evidence of a company's right to the preferences, the Division of Vocational Rehabilitation will issue a certification letter. To take advantage of the preferences, a bidder must be on the appropriate Division of Vocational Rehabilitation list at the time the bid is opened and must attach a copy of their certification letter to their bid. The bidder's failure to provide this certification letter with their bid will cause the state to disallow the preference.

SEC. 4.09 EXTENSION OF PRICES

In case of error in the extension of prices in the bid, the unit prices will govern; in a lot bid, the lot prices will govern.

SEC. 4.10 METHOD OF AWARD

Award will be made by lot to the lowest responsive and responsible bidder. There are **TWO (2)** lots. To be considered responsive for a lot, bidders must bid on all items within that lot.

SEC. 4.11 NOTICE OF INTENT TO AWARD

After the responses to this ITB have been opened and evaluated, a tabulation of the bids will be prepared. This tabulation, called a Notice of Intent to Award, serves two purposes. It lists the name of each company or person that offered a bid and the price they bid. It also provides notice of the state's intent to award a contract(s) to the bidder(s) indicated. A copy of the Notice of Intent will be sent to each company or person who responded to the ITB. Bidders identified as the apparent low responsive bidders are instructed not to proceed until a Purchase Order, Contract Award, Lease, or some other form of written notice is given by the procurement officer. A company or person who proceeds prior to receiving a Purchase Order, Contract Award, Lease, or some other form of written notice from the procurement officer does so without a contract and at their own risk.

SECTION 5. GENERAL PROCESS AND LEGAL INFORMATION

SEC. 5.01 ALASKA BUSINESS LICENSE AND OTHER REQUIRED LICENSES

Prior to the award of a contract, a bidder must hold a valid Alaska business license. However, to receive the Alaska Bidder Preference and other related preferences, such as the Alaska Veteran Preference and Alaskans with Disabilities Preference, a bidder must hold a valid Alaska business license prior to the deadline for receipt of bids. Bidders should contact the **Department of Commerce, Community and Economic Development, Division of Corporations, Business, and Professional Licensing, PO Box 110806, Juneau, Alaska 99811-0806**, for information on these licenses. Acceptable evidence that the bidder possesses a valid Alaska business license may consist of any one of the following:

- copy of an Alaska business license,
- certification on the bid that the bidder has a valid Alaska business license and has included the license number in the bid,
- a canceled check for the Alaska business license fee,
- a copy of the Alaska business license application with a receipt stamp from the state's occupational licensing office, or
- a sworn and notarized statement that the bidder has applied and paid for the Alaska business license.

You are not required to hold a valid Alaska business license at the time bids are opened if you possess one of the following licenses and are offering services or supplies under that specific line of business:

- fisheries business licenses issued by Alaska Department of Revenue or Alaska Department of Fish and Game,
- liquor licenses issued by Alaska Department of Revenue for alcohol sales only,
- insurance licenses issued by Alaska Department of Commerce, Community and Economic Development, Division of Insurance, or
- Mining licenses issued by Alaska Department of Revenue.

Prior the deadline for receipt of bids, all bidders must hold any other necessary applicable professional licenses required by Alaska Statute.

SEC. 5.02 AUTHORITY

This ITB is written in accordance with AS 36.30 and 2 AAC 12.

SEC. 5.03 COMPLIANCE

In the performance of a contract that results from this ITB, the contractor must comply with all applicable federal, state, and borough regulations, codes, and laws; be liable for all required insurance, licenses, permits and bonds; and pay all applicable federal, state, and borough taxes.

SEC. 5.04 SUITABLE MATERIALS, ETC.

Unless otherwise specified in this ITB, all materials, supplies or equipment offered by a bidder shall be new, unused, and of the latest edition, version, model, or crop and of recent manufacture.

SEC. 5.05 SPECIFICATIONS

Unless otherwise specified in this ITB, product brand names or model numbers specified in this ITB are examples of the type and quality of product required and are not statements of preference. If the specifications describing an item conflict with a brand name or model number describing the item, the specifications govern. Reference to brand name or number does not preclude an offer of a comparable or better product, if full specifications and descriptive literature are provided for the product. Failure to provide such specifications and descriptive literature may be cause for rejection of the offer.

SEC. 5.06 WORKMANSHIP AND MATERIALS

All work must be performed in a thorough and workmanlike manner and in accordance with current industry practices. The contractor will be held responsible for the quality of the service, maintenance, and inspections. Service, maintenance, and inspections that are improperly done will be redone, by the contractor, at the contractor's risk and expense.

SEC. 5.07 CONTRACTOR SITE INSPECTION

The state may conduct on-site visits to evaluate the bidder's capacity to perform the contract. A bidder must agree, at risk of being found non-responsive and having its bid rejected, to provide the state reasonable access to relevant portions of its work sites. Individuals designated by the procurement officer at the state's expense will make site inspection.

SEC. 5.08 ORDER DOCUMENTS

Except as specifically allowed under this ITB, an ordering agency will not sign any vendor contract. The state is not bound by a vendor contract signed by a person who is not specifically authorized to sign for the state under this ITB. Unless otherwise specified in this ITB, the State of Alaska Purchase Order, Contract Award and Delivery Order are the only order documents that may be used to place orders against the contract(s) resulting from this ITB.

SEC. 5.09 HUMAN TRAFFICKING

By signature on their bid, the bidder certifies that the bidder is not established and headquartered or incorporated and headquartered in a country recognized as Tier 3 in the most recent United States Department of State's Trafficking in Persons Report.

The most recent United States Department of State's Trafficking in Persons Report can be found at the following website: <https://www.state.gov/reports-office-to-monitor-and-combat-trafficking-in-persons/>

Failure to comply with this requirement will cause the state to reject the bid as non-responsive or cancel the contract.

SEC. 5.10 RIGHT OF REJECTION

Bidders must comply with all the terms of the ITB, the State Procurement Code (AS 36.30), and all applicable local, state, and federal laws, codes, and regulations. The procurement officer may reject any bid that does not comply with all the material and substantial terms, conditions, and performance requirements of the ITB.

Bidders may not qualify the bid nor restrict the rights of the state. If a bidder does so, the procurement officer may determine the bid to be a non-responsive counteroffer and the bid may be rejected.

Minor informalities that:

- do not affect responsiveness,
- are merely a matter of form or format,
- do not change the relative standing or otherwise prejudice other bidders,
- do not change the meaning or scope of the ITB,
- are trivial, negligible, or immaterial in nature,
- do not reflect a material change in the work, or
- do not constitute a substantial reservation against a requirement or provision,

may be waived by the procurement officer.

The state reserves the right to refrain from making an award if it is determined to be in the state's best interest.

A bid from a debarred or suspended bidder shall be rejected.

SEC. 5.11 STATE NOT RESPONSIBLE FOR PREPARATION COSTS

The state will not pay any cost associated with the preparation, submittal, presentation, or evaluation of any bid.

SEC. 5.12 DISCLOSURE OF BID CONTENTS

This section governs the ownership, return, and disclosure of any offer or other record a bidder submits in response to this invitation to bid. (Herein, any reference to "Record" includes all such records and the offer; any reference to "Law" includes any federal or State of Alaska (State) law, including any court or administrative order or rule.)

1. All Records belong to the State.
2. The State has sole discretion regarding whether to return any Record. In exercising this discretion, the State will comply with all Laws.
3. Unless a notice of intent to award is issued, the State will, to the extent permitted by Law, consider all Records confidential and not subject to the Alaska Public Records Act (APRA).
4. If, and when a notice of intent to award is issued, the State will consider nonconfidential any Record unless, at the time of submission, the bidder undertook the following protective measures:
 - a. marked information confidential;

- b. for any information marked confidential, identified the authority that makes that specific information confidential; and
 - c. committed, in writing, to explain in detail, including with affidavits and briefs, why each authority applies in any court or administrative proceeding in which any nondisclosure is challenged.
5. If the bidder did not undertake each protective measure, the State will not consider any information in a Record confidential: the State will disclose the entire Record without any redaction in response to an APRA or other request or, if it chooses, in the absence of a request and the State will disclose the entire Record without notifying the bidder.
6. If the bidder undertook each protective measure, the State will withhold the information marked confidential to the following extent:
 - a. the State agrees that the Law protects the information; and
 - b. if the nondisclosure is challenged, the bidder fulfills its commitment to explain, including with affidavits and briefs, how each authority applies to the information marked confidential.
7. The State will only notify a bidder of a request for the Record and of a planned release if the bidder undertook each protective measure, but the State disagrees that the marked information is protected. If there is such a disagreement, then before releasing the Record, the State will, to the extent permitted by Law and practicable, notify the bidder that it will disclose the information unless the bidder convinces the State not to or obtains an order prohibiting disclosure.

SEC. 5.13 ASSIGNMENTS

Per 2 AAC 12.480, the contractor may not transfer or assign any portion of the contract without prior written approval from the procurement officer. Bids that are conditioned upon the state's approval of an assignment will be rejected as non-responsive.

SEC. 5.14 FORCE MAJEURE (IMPOSSIBILITY TO PERFORM)

The parties to a contract resulting from this ITB are not liable for the consequences of any failure to perform, or default in performing, any of its obligations under the contract, if that failure or default is caused by any unforeseeable Force Majeure, beyond the control of, and without the fault or negligence of, the respective party.

For the purposes of this ITB, Force Majeure will mean war (whether declared or not); revolution; invasion; insurrection; riot; civil commotion; sabotage; military or usurped power; lightning; explosion; fire; storm; drought; flood; earthquake; epidemic; quarantine; strikes; acts or restraints of governmental authorities affecting the project or directly or indirectly prohibiting or restricting the furnishing or use of materials or labor required; inability to secure materials, machinery, equipment or labor because of priority, allocation or other regulations of any governmental authorities.

SEC. 5.15 DEFAULT

In case of default by the contractor, for any reason whatsoever, the state may procure the goods or services from another source and hold the contractor responsible for any resulting excess cost and may seek other remedies under law or equity.

SEC. 5.16 DISPUTES

If the contractor has a claim arising in connection with the contract that it cannot resolve with the state by mutual agreement, it shall pursue the claim, if at all, in accordance with the provisions of AS 36.30.620 – AS 36.30.632.

SEC. 5.17 SEVERABILITY

If any provision of the contract or agreement is found to be invalid or declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected; and the rights and obligations of the parties will be construed and enforced as if the contract did not contain the particular provision held to be invalid.

SEC. 5.18 CONTRACT CANCELLATION

- 1) The state reserves the right to cancel the contract at its convenience upon **30 days** calendar days written notice to the contractor. The state is only liable for payment in accordance with the payment provisions of this contract for supplies or services provide before the effective date termination.
- 2) By signature on their bid, the bidder certifies that they will not support or participate in a boycott of the State of Israel. Failure to comply with this requirement may cause the state to reject the bid as non-responsive or cancel the contract.

SEC. 5.19 GOVERNING LAW; FORUM SELECTION

A contract resulting from this ITB is governed by the laws of the State of Alaska. To the extent not otherwise governed by Section 5.15 of this ITB, any claim concerning the contract shall be brought only in the Superior Court of the State of Alaska and not elsewhere.

SEC. 5.20 QUALIFIED BIDDERS

Per 2 AAC 12.875, unless provided for otherwise in the ITB, to qualify as a bidder for award of a contract issued under AS 36.30, the bidder must:

- 1) Add value in the contract by actually performing, controlling, managing, or supervising the services to be provided; or
- 2) Be in the business of selling and have actually sold on a regular basis the supplies that are the subject of the ITB.

If the bidder leases services or supplies or acts as a broker or agency in providing the services or supplies to meet these requirements, the procurement officer may not accept the bidder as a qualified bidder under AS 36.30.

SEC. 5.21 FEDERALLY IMPOSED TARIFFS

Changes in price (increase or decrease) resulting directly from a new or updated federal tariff, excise tax, or duty, imposed after contract award may be adjusted during the contract period or before delivery into the United States via contract amendment.

- **Notification of Changes:** The contractor must promptly notify the procurement officer in writing of any new, increased, or decreased federal excise tax or duty that may result in either an increase or decrease in the contact price and shall take appropriate action as directed by the procurement officer.
- **After-imposed or Increased Taxes and Duties:** Any federal excise tax or duty for goods or services covered by this contract that was exempted or excluded on the contract award date but later imposed on the contractor during the contract period, as the result of legislative, judicial, or administrative action may result in a price increase provided:
 - a) The tax or duty takes effect after the contract award date and isn't otherwise addressed by the contract.
 - b) The contractor warrants, in writing, that no amount of the newly imposed federal excise tax or duty or rate increase was included in the contract price, as a contingency or otherwise.
- **After-relieved or Decreased Taxes and Duties:** The contract price shall be decreased by the amount of any decrease in federal excise tax or duty for goods or services under the contract, except social security or other employment [taxes](#), that the contractor is required to pay or bear, or does not obtain a refund of, through the contractor's fault, negligence, or failure to follow instructions of the procurement officer.
- **State's Ability to Make Changes:** The state reserves the right to request verification of federal excise tax or duty amounts on goods or services covered by this contract and increase or decrease the contract price accordingly.
- **Price Change Threshold:** No adjustment shall be made in the contract price under this clause unless the amount of the adjustment exceeds \$250.

SEC. 5.22 PROTEST

AS 36.30.560 provides that an interested party may protest the content of the ITB.

An interested party is defined in 2 AAC 12.990(a) (7) as "an actual or prospective bidder or bidder whose economic interest might be affected substantially and directly by the issuance of a contract solicitation, the award of a contract, or the failure to award a contract."

If an interested party wishes to protest the content of a solicitation, the protest must be received, in writing, by the procurement officer prior to the deadline for receipt of bids.

AS 36.30.560 also provides that an interested party may protest the award of a contract or the proposed award of a contract.

If a bidder wishes to protest the award of a contract or the proposed award of a contract, the protest must be received, in writing, by the procurement officer within ten days after the date the Notice of Intent to Award the contract is issued.

A protester must have submitted a bid to have sufficient standing to protest the proposed award of a contract. Protests must include the following information:

- the name, address, and telephone number of the protester,

- the signature of the protester or the protester's representative,
- identification of the contracting agency and the solicitation or contract at issue,
- a detailed statement of the legal and factual grounds of the protest including copies of relevant documents, and
- the form of relief requested.

Protests filed by telex or telegram are not acceptable because they do not contain a signature. Fax copies containing a signature are acceptable.

The procurement officer will issue a written response to the protest. The response will set out the procurement officer's decision and contain the basis of the decision within the statutory time limit in AS 36.30.580. A copy of the decision will be furnished to the protester by certified mail, fax or another method that provides evidence of receipt.

All bidders will be notified of any protest. The review of protests, decisions of the procurement officer, appeals, and hearings, will be conducted in accordance with the State Procurement Code (AS 36.30), Article 8 "Legal and Contractual Remedies."

SECTION 6. ATTACHMENTS

SEC. 6.01 ATTACHMENTS

Attachments:

- 1) A – Ground Level Parking Lots Scope of Work
- 2) B – Parking Garage Roof Scope of Work
- 3) C – Lot 1 Bid Schedule Ground Level Parking Lots
- 4) D – Lot 2 Bid Schedule Parking Garage Roof
- 5) E - Safety Responsibilities for Contractors at AFM
- 6) F - Bid Submission Cover Sheet

Documents Required at Time of Bid Opening:

- Completed Page 1 of the ITB
- Completed Bid Schedule(s)
- Signed Safety Responsibilities for Contractors at AFM
- Completed Bid Submission Cover Sheet
- All Mandatory Return Amendments (if applicable)

Documents Required Upon Contract Award:

- Alaska Business License
- Proof Of Insurance

Attachment A - Ground Level Parking Lots Scope of Work

1. Scope of Work and Specifications

This ITB is intended to result in a performance-based contract for snow and ice control for The Ted Stevens Anchorage International Airport (ANC), Airfield Maintenance (AFM) section. The areas in need of service are identified within the attached scope of work. A contract resulting from this ITB will provide constant presence snow and ice control as well as full-response, "call-out" snow-plowing as necessary and as described below.

1.1 Contractor Rights & Responsibilities. The contractor shall have responsibility for the means, methods, sequences, or procedures of all services provided, and safety precautions related thereto. The contractor shall conduct all work in such a manner as to protect State resources. The Contractor may not use sub-contractors to conduct any work unless specifically permitted by the project manager.

- A. **COMPLIANCE.** The contractor shall comply with all applicable Federal, State, and Local laws, regulations, codes, ordinances, and written directives. The Contractor must comply with all applicable State and Federal labor, wage and hourly rates, safety, and associated laws, which have a bearing on the services provided.
- B. **SERVICES/STANDARDS.** The contractor shall provide supervision, labor, and specified equipment/supplies to perform effective snow and ice control to allow safe access to ANC public facilities. All work shall be performed according to industry standards.
- C. **SNOW AND ICE CONTROL MANUAL.** As applicable, the ANC Landside Snow and Ice Control & Winter Operations Manual shall be used to guide contractor operations unless otherwise specified in this ITB or otherwise instructed by the project manager. The project manager shall provide copies upon request.
- D. **SAFE PRACTICES.** Acceptable safe practices must be followed in the performance of work under a contract resulting from this ITB. The contractor must comply with all standards prescribed by ANC, the State of Alaska, Department of Labor, and Division of Labor Standards and Safety. The safety of the public, and employees of the building(s), are to be considered at all times.
- E. **EQUIPMENT AND RESOURCES.** The contractor's equipment must be suitable for the performance of this contract and must meet all pertinent State, Federal, and Airport regulations. Equipment must have current maintenance/inspection records in each vehicle cab, listing dates of inspection, deficiencies, and any corrective actions.
 - E.1. **MANDATORY MINIMUM EQUIPMENT LIST FOR CONTRACT SERVICES.** The Contractor must own or have under lease the following equipment, or equivalent, to meet the requirements of this contract (See Table E1.). Unless otherwise specified, the contractor must arrive within 2 hours with ALL the following equipment when requested. **Some of this equipment must be stored on airport premises at all times from November 1st through April 1st.** See notes on Table E.1. for details.

Attachment A

*The successful bidder shall provide documentation (such as titles, registrations or lease agreements) demonstrating ownership, lease, or other legally binding access to all equipment required under this contract, including attachments and implements (See Table E1.). At the time of bid submission, all required equipment must be fully functional, properly maintained, and in good working order. The State reserves the right to inspect the contractor's facilities and equipment at any time prior to contract award or mobilization to verify equipment availability, condition, and operational status. All required equipment shall be fully available and operational prior to the contract start date.

Item #	Minimum Qty.	Table E1.
1	3 each	<p>Wheel loader with competent operator (2-3 yd. bucket capacity). Each loader must meet the following minimum specs. and shall be outfitted with the following attachments:</p> <ul style="list-style-type: none"> • 2010 or newer • 20,000-30,000 lbs. operating weight (Example: Volvo L60H) • 10-14’ sectional plow(s) • 2-3 yard bucket <p>**1 each (one) loader meeting above specifications with 1 each (one) sectional plow attachment and one 2–3-yard bucket must be stored on ANC premises at all times between November 1st-April 1st to be used by Constant Presence (CP) Staff for CP duties as listed on Table 1.6.</p>
2	1 each	<p>Wheel loader (Compact, 1-2 yd. bucket capacity). Each loader must meet the following minimum specs. and shall be outfitted with the following attachments:</p> <ul style="list-style-type: none"> • 2010 or newer • 10,000-15,000 lbs. operating weight (Example: John Deere 324J) • 8-10’ sectional plow(s) • 1–2-yard bucket <p>**1 each (one) loader meeting above specifications with 1 each (one) sectional plow attachment and one 2–3-yard bucket must be stored on ANC premises at all times between November 1st-April 1st to be used by Constant Presence (CP) Staff for CP duties as listed on Table 1.6.</p>
3	2 each	<p>3/4-ton (minimum) 4x4 pickup truck with competent operator. Each truck must meet the following specs. and shall be outfitted with the following attachments/equipment:</p> <ul style="list-style-type: none"> • 2010 or newer • 10,000 lb. GVWR minimum • Standard 8-10’ snowplow attachment • Bucket suitable for loading sand into pickup sander • Job-box or equivalent with assorted snow shovels and ice chippers <p>**1 each (one) truck meeting above specifications with 1 each plow attachment must be stored on ANC premises at all times between November 1st-April 1st to be used by Constant Presence (CP) Staff for CP duties as listed on Table 1.6.</p>
4	1 each	<p>Walk-Behind Snow Blower, 2-stage, Gas-powered</p>
<p>Height and width restrictions</p> <ol style="list-style-type: none"> a. Entrance into the North Terminal Lots limited to 10.5’ wide. b. Ticket gate widths as little as 7.5’ wide. c. Railroad overpass in South Terminal lots restrictions: 11’-14’ 		
<p>Safety Equipment: All above vehicles must be in sound mechanical condition, leak free, safe, and legal for over-the-road travel. Must be equipped with at least one fully-functioning beacon/strobe light and back-up alarm.</p>		

***NOTE: The equipment and materials required for surface treatments (i.e. sand, salt, salt-brine, and associated distribution vehicles) shall be provided by ANC Airport. See Sections 1.5, 1.6.**

E.2. TELEMATICS. At the time of bid, the bidder shall provide documentation demonstrating that all contractor-supplied equipment is (or will be prior to contract start date) equipped with active GPS telematics devices capable of tracking the equipment’s current and historical location including the telematic

Attachment A

software/hardware provider, subscription dates, etc. The bidder shall also submit a description of how telematic real-time and historical data will be made continuously accessible to the ANC Project Manager on a 24/7 basis, including the method of access, reporting capabilities, and designated points of contact for technical support.

- E.3. STORAGE. ANC will not be held liable for 3rd party damage to contractor's equipment while stored on ANC property.
- E.4. COMMUNICATION EQUIPT. Contractor must provide for a direct line of communication between contractor drivers/equipment operators and ANC personnel. Contractor's Constant Presence staff must have a mobile phone which allows 24/7 communication with CP staff, including text messaging.
- E.5. FAULTY/DOWNED-EQUIPMENT. If equipment becomes inoperable or is replaced during the period of performance, the contractor must notify the Project Manager with the change and provide new titles, registrations, or lease agreements. The contractor must be able to show they meet the mandatory minimum equipment list at any time during the period of performance for a fully executed contract resulting from this ITB. The Contractor will be responsible for providing an alternate equipment plan for scheduled services in the event the Contractor's equipment becomes faulty. This plan will be provided to ANC procurement upon request. At no time will faulty equipment be an excuse for not performing a particular service described in the contract documents. Alternate equipment must be available and be delivered to the facility within 60 minutes of determination of need due to breakdown of dedicated equipment. This requirement is to assure all services are provided as scheduled in these contract documents. Monetary penalties may apply for missing/downed equipment. See "Penalties" listed below.
- E.6. MONTHLY EQUIPMENT ALLOWANCES AND OVERAGE RATES:
Constant Presence (CP) service pricing includes monthly equipment operating hour allowances (see attached bid schedule). At the request of the ANC Project Manager, overage equipment rates may be applied; however, **all overage hours must be pre-authorized prior to use.** Unless otherwise directed, the Contractor shall fully utilize the monthly hour allowances for ALL CP equipment before incurring overage charges. The Contractor shall provide weekly, or more frequent if requested, hour meter readings for all CP equipment, documented with photographic verification.
- F. PETROLEUM SPILL AND LEAKAGE. The contractor is responsible for all cleanup actions required resulting from spills or equipment leakage during the performance of this contract in accordance with ANC and Alaska Department of Environmental Conservation (ADEC) regulations-at no added cost to ANC. If equipment is stored on-site, appropriate measures shall be taken to prevent leaks or spills and have at each equipment storage location an appropriately sized spill response kit at the site during performance of this contract. Failure to take reasonable and responsive corrective action within twenty-four (24) hours of an observed spill/leak, will result in the State taking corrective action as outlined in Defective Work section.

Attachment A

- G. **SPILL CONTROL.** The contractor shall immediately notify the Project Manager and prepare and submit a spill report whenever there is a suspected or confirmed leak, spill or release of oil, hazardous and/or regulated substance, during performance of this contract. The report shall be delivered to the Project Manager (via email and hard copy).
- H. **ACCIDENT REPORTING.** Vehicular and personal injury accidents must be reported immediately to ANC Police at: 907-266-2555 for emergencies and 907-266-2411 for non-emergencies. Contractor will notify the Project Manager as soon as practical, but not later than, four (4) hours after ALL accidents/incidents. Notification will include contractor name; contract title; type of contract; name of activity, installation or location where accident occurred; date and time of accident; photos of damage; names of personnel injured; extent of property damage, if any; extent of injury, if known, and brief description of accident (to include type of construction equipment used, PPE used, etc.).
- I. **DEFECTIVE WORK & DAMAGES:** The contractor shall, at their own expense, remedy and correct any defect in service work performed identified by the Project Manager. The contractor shall, without additional cost to the State or Building Owner, make good and be fully responsible for all injury and/or damage to persons or property, including snow-covered objects/property, vegetation, curbs, sidewalks, and paved surfaces which may result from the contractor's or contractor's employees' fault or negligence. This includes damages resulting from the use of materials and equipment or from workmanship, which is inferior, defective, or not in accordance with the terms and conditions of this Invitation to Bid. See "Obstruction" and "Restoration" sections for more information. Where or when a defect in the contractor's work could result in injury to a private citizen or State employee, the State reserves the right to immediately correct the deficiency using the most expedient method available (State employee or private contractor), and deduct the cost incurred from monies owed the contractor.

1.2 Contractor Personnel. The contractor shall employ competent supervisory personnel capable of training employees on methods of accomplishing the work performance and quality standards of this contract. Supervisory personnel shall have in-depth knowledge of contract requirements, procedures, supplies and equipment. All management personnel and supervisors are required to be fluent in written and spoken English.

- A. **CONTRACTOR SITE SUPERVISOR.** The contractor shall provide a contract site supervisor who shall be responsible for the performance of the work. The name of this person and an alternate(s), who will be available on a daily basis for communication regarding services and quality control with the State Project Manager, shall be designated **in writing at the contract Start-Up meeting (see Sec. 1.3)**. The contract site supervisor, or alternate, shall have full authority to act for the Contractor on all contract matters relating to the daily operation of this contract. The contract site supervisor, or alternate, must be available via 24-hour phone communication and must be able to meet in person, on site with the State Project Manager within 2 hours of notification of any valid customer compliant or contract service deficiency. The site supervisor shall conduct regular site visits (at least weekly) to ensure quality control and verify that all aspects of the contract are performed competently and professionally. Site supervisor visits shall be documented and provided upon request by the ANC project manager.

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- B. PERSONNEL GUIDELINES. Additionally, the contract site supervisor is responsible for promptly enforcing the following guidelines:
- At least one person of the work crew must speak, read, and write English fluently and must be present at all times during scheduled services.
 - Contractor employees appearing to be under the influence of alcohol or drugs shall not be permitted on the premises.
 - Contractor employees shall not use or tamper with any federal or state property while performing services under a contract resulting from this ITB.
 - No business solicitations from Contractor or contractor employees, to solicit additional private business from building occupants, shall be allowed during performance of services under contract. This also prohibits notes or advertisements posted to bulletin boards.
 - At all times, contractor employees shall be actively and efficiently engaged in the work activities prescribed within this ITB. No "idle" or "stand by" time permitted unless specifically authorized by the Project Manager.

Failure to enforce the above guidelines will be grounds for contract cancellation.

- C. SECURITY/BADGING. The contractor shall ensure operators and necessary personnel have appropriate badging to enable unescorted access in and out of parking lot security gates. The contractor shall coordinate/obtain badging from the ANC badging department prior to the start of the winter season (907) 266-2409. The State/ANC will require at least one contractor representative to become an "authorized signatory" (fingerprinting and a background check required for signatory representative) in order to sponsor additional company employees. It is the responsibility of the Contractor to ensure this requirement is met with minimum delay. **The contractor will pay all fees associated with obtaining appropriate badging.**
- D. APPEARANCE/CLOTHING/VEHICLE DECALS. Contractor personnel shall present a neat appearance. Contractor vehicles and personnel shall be easily recognizable while on the installation in conjunction with this contract. This shall be accomplished through vehicle decals and the wear of distinctive clothing, vests, overcoats, or hats, bearing the company name or logo. The coloring or design of the items selected should be such that identifies personnel easily and quickly for reasons of safety and personal protection. ANSI/ISEA 107, Class 2 (or greater) reflective vests/coats shall be worn when personnel are outside of vehicles. The State is authorized to restrict the employment under the contract of any contractor employee or prospective contractor employee, who is identified as a potential threat to health, safety, security, general well-being, or operational mission of the installation and its population.
- E. EXPERIENCED/QUALIFIED EMPLOYEES. The contractor and all employees shall be capable and experienced in the contract work to be performed. The State may require removal of any worker from the work area whose continued employment on the premises is deemed contrary to the public or State's best interest.
- F. NO MINORS: No minors under the age of eighteen (18) years, including family members of the contractor or their employees, are to be on the property/facility during contract work hours and are prohibited from performing any work under a contract resulting from this ITB.

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1.3 Contract Start-up Meeting. Prior to beginning any work on the contract, the Contractor will meet with the State Project Manager at a mutually agreed upon time and location. The purpose of the meeting will be to discuss the Contractor and State Project Manager's expectations, review the scope of work and specifications, and exchange contact information. The contract site-supervisor must be present. The following information will be provided at the meeting:

- A. CONTRACTOR TO PROVIDE:
- Contract Site Supervisor, and alternate, contact information.
 - A copy of contractor's quality control procedures.
 - Names of employees, operators, and any back-up personnel and copies of their state driver's license or state ID for ANC access approval; Escort privileges are available for key company personnel by approval of the Project Manager.
 - A list of all equipment proposed to be used by the Contractor in performing services under the contract (this is in addition to the mandatory minimum equipment documentation submitted with a bid).
- B. STATE PROJECT MANAGER TO PROVIDE:
- Briefing on project and project management including snow measurement information.
 - Briefing on ANC spill response procedures.
 - Briefing on safety protocols and expectations for each service location under this ITB.
 - Briefing on how payment is to be issued.
 - Briefing on how to document crew response/arrival times and departure times.
 - Site visit and State-owned equipment familiarization/basic training

1.4 Definitions and Technical Description of Services. The contractor shall provide for all supervision, specified equipment, and labor to provide snow and ice control services to allow safe access to and use of all of the identified facilities and areas, on the attached maps.

- A. CONSTANT PRESENCE (CP). The contractor shall provide CP personnel and resources as specified in this contract. This means at least one equipment operator on site at all times (24 hours/day, 7 days/week, including holidays) fully competent to use any of the CP equipment staged at ANC from November 1- April 1 (see table E1. CP equipment requirements). CP duties are covered in section 1.6.
- B. FULL RESPONSE CALL-OUT (FRCO). This involves a response to snowfall events that go beyond the scope/control of CP services. FRCO involves a response with at least all of the equipment/resources listed in Table E1. FRCO services will be initiated by CP personnel and/or the project manager when necessary and shall be made available 24 hours/day, 7 days/week, including holidays. FRCO shall be initiated when accumulations approach 1.5". *Accumulations less than 1" are generally within the scope/control of CP personnel/equipment services and are covered under the monthly CP lump-sum fee. FRCO service for accumulations less than 1" must be authorized by the ANC Project Manager or designee.*
- C. FULL RESPONSE CALL-OUT BID STRUCTURE. A snow fall resulting in an accumulation of up to two (2) inches of snow, as officially reported by the National Weather Service

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(NWS), shall be bid at one rate. When snow is in excess of 2" of depth, the contractor shall be compensated at a separate rate commensurate with the snow depth in 2" increments. Snow is snow and no difference or allowance will be made for "wet snow", "dry snow", "drifted snow", "wet", or "frozen" or "packed" snow..

- D. OBSTRUCTIONS. Prior to the first snowfall of each contract year, the contractor will physically mark any unmarked obstructions, or potential obstructions, in service areas and maintain those markings throughout the season. Obstructions may be marked with bright color delineators, cones, candle sticks, or barricades. Employees responsible for performing services must be made aware of the locations of obstructions prior to performing services. Identifying obstructions or potential obstructions by additional means such as pictures and/or video is encouraged. Obstructions include, but are in no way limited to, manhole covers, utility access covers, rip rap, etc., parking lot entrance approaches, roadway curves and curbs, and, as necessary, marking snow removal boundaries identified in the contract.
- E. SNOW PLOWING/SNOW REMOVAL. Snow plowing and snow removal means all plowing and stacking/piling of snow that has fallen in the identified service areas on the attached maps and removal of built-up, packed snow or ice from plowed areas. The contractor must plow and remove snow from areas identified on the attached maps according to the direction of the Project Manager, upon a snow event as identified in this section.
- F. SERVICE AREA PRIORITIES. The priorities for clearing Lots shall be in accordance with the ANC Landside Snow and Ice Control Manual as follows. Use Attached maps for further guidance.
- Priority 1: Lot D
 - Priority 2: Lots E, F, H
 - Priority 3: Lot A
 - Priority 4: Lot B
 - Priority 5: AFM Employee Lot (DeHavilland)
- G. SNOW STORAGE AND HAULING. The contractor will not be expected to haul snow off-site but will be required to stack snow in areas designated on attached maps (if applicable). Snow shall be piled in the exact locations shown and shall not be piled on unpaved surfaces. Snow piles shall be stacked to minimize the overall footprint of the pile, to avoid interference with snow chutes, and to minimize traffic impedance to the greatest extent possible.
- H. SANDING. Sanding means the spreading of aggregate material on plowed or slippery areas, as requested by the Project Manager. Sanding services will be covered under constant presence (CP) services (see section 1.5 for more information).
- I. DE-ICING/ANTI-ICING. Periodically, ice control chemicals (salt/salt-brine) shall be applied as directed by the project manager and will be covered under CP services (see section 1.5 for more information).

1.5 Service Requirements. All services shall be performed according to the specifications and directions prescribed in this Invitation to Bid. All contract work shall be completed without interfering with the proper performance of State business or work being done by other contractors. ANC Airfield Maintenance reserves the right to conduct additional, supplementary snow and ice control/snow

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plowing/snow removal on ANC property at any time.

- A. SERVICE AREAS BOUNDARIES, as identified in the attached area maps, must be serviced according to the direction of the Project Manager.
- B. RESPONSE TIMES. When a full response call-out is required (i.e., all equipment listed in Table E1.), constant presence (CP) personnel will be expected to ensure proper communication with the contractor's dispatch center so that response occurs in a timely fashion. **This means within 2 hours.** In general, a trigger depth of approximately 1.5 inches should initiate a full response call-out but this is subject to change per the project manager or designee.
- C. SIMULTANEOUS RESPONSE AT NORTH AND SOUTH TERMINALS. When FRCO is initiated, it's expected that both the North and South Terminal parking complexes will be serviced simultaneously (not sequentially) unless otherwise directed.
- D. 24/7/365 SERVICE. The contractor will be required to provide snow and ice control services seven days a week, including weekends and holidays, at any time of day or night.
- E. SNOW PILES. Contractor shall ensure all snow (snow removed from areas under this contract) is pushed, hauled, and/or stacked within the designated snow collection areas/snow piles (If applicable. See attached maps). To the greatest extent possible, snow shall not be allowed to accumulate in a manner that would restrict vision for intersections of roadways and driveways and intersections of roadways and parking lots. Snow shall not be plowed against any fence (minimum 10' clear space required), buildings, equipment, telephone poles, fire hydrants, or storage containers without written authorization by the Project Manager. No snow or ice berms shall be left at driveway/roadway entrances or access points. If established snow piles become too large/unmanageable, the contractor will check with the project manager or designee before using alternative areas to stack/store snow.
- F. GATES, DOORS, AND DUMPSTERS are to be to free and clear of snow and ice a minimum of 24" on each side of the gate's length in the open and closed position. Gate will have unobstructed operation. Dumpsters are to be free and clear of snow and ice a minimum of 24" in front to allow for unobstructed access by foot or vehicle. At no time shall snow be piled or plowed in front of gates, doors or dumpsters.
- G. FULL WIDTH. Within parking lots (if applicable to this contract), snow shall be plowed the full width of all lanes in between rows of parked cars without berms that impede the movement of cars in and out of parking spaces. Snow shall also be plowed the width of unoccupied parking spaces when 2 or more spaces become available, side-by side.
- H. NO WORSE THAN WET. The goal is to ensure all surfaces are no worse than wet. A combination of plowing, scraping, and deicing shall be used to constantly work toward this goal.
- I. DOWN PRESSURE & FOG LINES. As necessary, all areas identified for snow removal are to be plowed and scraped with plow blade down pressure. Down pressure is required on the cutting edge of the attachment to keep hard-packed snow/ice buildup to a minimum. Access roadways are to be cleared to a width to include two feet outside the white

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painted lines (fog lines) on the road edges. Where no fog lines exist, roads are to be kept clear two feet outside the road edges.

- J. SAND APPLICATION. When directed by the project manager, sand will be evenly dispersed at the established rate(s) within the ANF Landside Winter Operations Manual. **ANC will supply all sand/aggregate and the sand dispersal truck(s), and the contractor will provide the labor/operator(s).**
- K. DE-ICING/ANTI-ICING APPLICATION. In accordance with guidelines provided by the Project Manager, chemical treatments (i.e. salt/brine) will be evenly dispersed at a specified rate and frequency. **ANC will supply all chemicals and the dispersal truck(s), and the contractor will supply labor/operator(s).**
- L. USE OF ANC-PROVIDED EQUIPMENT. The following guidelines shall be followed when contracted employees use ANC supplied vehicles and equipment.
 - L.1. EQUIPMENT DAMAGE. The contractor will be responsible for all damage to or caused by ANC-supplied vehicles and equipment due to contractor error and/or negligence.
 - L.2. TRAINING. ANC will provide basic training on ANC-supplied equipment and/or unique processes to a contractor's supervisor/representative. That representative will be expected to pass the training along to the contractor's employees. ANC will not provide individual training/retraining for contractor employees. The contractor should document all training provided to its employees.
 - L.3. RE-FUELING AND MAINTENANCE. The contractor will be expected to notify the designated ANC representative promptly when ANC-provided vehicles need fuel or mechanical service.
 - L.4. PRE-TRIP INSPECTIONS. Contracted employees must conduct and document a pre-use inspection of ANC-supplied equipment at least once per shift when the equipment is in use. This includes checking fluids under the hood.

1.6 Constant Presence (CP) Service Expectations. The contractor shall maintain a constant presence at ANC in the form of at least one qualified equipment operator and the minimum specified types and quantities of equipment (See Table E1.). Monthly equipment allowances are listed on the bid schedule. CP personnel stationed at ANC shall be prepared and fully competent to perform any of the following duties (See Table 1.6.) at any time as directed by the project manager or their designee. When not specifically directed to perform the following tasks, CP personnel shall exercise sound judgement in selecting which duties to perform based on prevailing conditions and priorities. CP personnel shall always be engaged in one or more of the following duties. No idle or stand by time. One 30-minute meal break per shift shall be permitted, but this meal break may be interrupted when immediate services are needed. All services listed below are part of the constant presence service and associated lump-sum monthly fee.

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Table 1.6, Constant Presence Services	
Priority 1	<ul style="list-style-type: none"> • Monitor conditions on-site and contact the contractor’s dispatch center requesting full response snow plowing services when snow accumulation reaches approximately 1.5” (or less if specifically instructed to do so by the ANC project manager or designee). These “call-outs” shall be documented by CP personnel using the ANC/AFM-supplied Full Response Call Out Log. Note: For snow accumulations under 1 inch where a Full Response Call-Out (FRCO) is not required, CP personnel and equipment shall perform necessary plowing as part of Constant Presence services included in the monthly lump-sum fee. FRCO services for accumulations under 1 inch may only be initiated with prior authorization from the ANC Project Manager or their designee. • Support full response call-out (FRCO) efforts as necessary. • Document parking surface conditions/ambient conditions, the associated services performed, and surface treatment quantities applied during each shift using the ANC/AFM supplied shift activity log. All documentation shall be delivered to the Project Manager on a daily basis. • Apply deicing chemicals following guidelines laid out by the project manager/designee. This includes efficiently operating ANC-provided distribution equipment (trucks), loading deicing chemicals into trucks, and ensuring trucks are full and prepared to respond when needed. The goal is “no worse than wet” conditions on all parking lot surfaces. ANC shall provide all surface treatment materials and the necessary distribution equipment. • Apply traction sand as directed. ANC shall supply required sand and distribution equipment • Ensure snow pile barricades and parking lot traffic channelizing devices and gates are maintained, moved, and replaced as necessary. • Monitor ANC-supplied vehicles for proper fuel/fluid levels to ensure constant readiness. Grease ANC-supplied equipment. Wash/clean ANC-supplied equipment. Contact the designated ANC representative promptly when maintenance or fuel is needed.
Priority 2	<ul style="list-style-type: none"> • Operate loader(s) and pickup plow to remove any residual snow left over by the contractor’s snow event response teams (“clean-up work”). • Use wheel loaders with plow and/or bucket attachments to scrape/remove hard-packed snow and ice from all pavement surfaces to the fullest extent possible—to include vacant parking spaces, spaces between vehicles, and surfaces near ticket entrance/exit gates. Vacant parking space scraping operations via wheel loader shall occur when two or more adjacent parking spaces become vacant. • Consolidate/buck-up snow piles.
Priority 3	<ul style="list-style-type: none"> • Use snow blower and/or hand shovels and ice chipping hand tools to remove snow and ice where mobile equipment has limited access.

1.7 Quality Control, Inspections,-Deficiencies, and Penalties. All services shall be performed according to the specifications and directions prescribed in this ITB. All contract work shall be completed without interfering with the proper performance of State business or work being done by other contractors.

- A. **WORK INSPECTIONS.** The Contractor or Contractor’s Designee shall, upon notification by the Contracting Agency, be present at the contract site to conduct an inspection with the agency’s representative. Inspections with the State’s representative may take place anytime and at the sole discretion of the Contracting Agency. If the Contractor fails to appear for an inspection or a deficiency is not corrected within the stated period of time, the Contracting Agency may hire another firm to correct the deficiency and invoice the contractor for the cost. The contractor’s failure to pay the State may interfere with the

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full payment for services rendered during the next invoicing cycle. Any carryover of non-corrected deficiencies will be considered a Breach of Contract. The Project Manager reserves the right to perform inspection of work at any time, with or without the contractor or contractor's designee present.

- B. CORRECTION OF DEFICIENCIES. All deficiencies (other than those listed below under 'PENALTIES') must be brought into compliance with contract specifications; work to begin within four (4) hours of the notice and be actively engaged in continuous on-site effort until all deficiencies comply with contract specifications. Any carryover of non-corrected deficiencies may be grounds for the State to declare the contractor in default.
- C. PENALTIES. Monetary penalties shall apply for the following deficiencies:
- C.1. Failure to Respond Within the 2-Hour Response Window: \$500 per hour beyond the deadline, per event.
- C.2. Failure to Maintain Required Constant Presence Staffing or Fully Functioning Equipment On-Site: \$300 per hour, per missing/non-functional required item.
- D. PENALTY CURE OPPORTUNITY. Upon the first occurrence of either above penalty trigger, ANC will issue a written cure notice to the contractor. If the contractor remedies the deficiency within the applicable response window and submits a written corrective action plan within 48 hours, the penalty for that first occurrence may be waived at the Project Manager's discretion. All subsequent occurrences within the same contract season may trigger penalties without a cure opportunity.

1.8 Restoration. Upon conclusion of the snow season, the contractor shall perform restoration of areas affected by snow removal activities.

- A. RESTORED TO PREVIOUS CONDITION. All areas in need of service (see attached maps) and their surrounding areas disturbed by the contractor's snow removal activities shall be restored to conditions which existed prior to the disturbance. This item and all restoration subcategories below will be considered incidental to the bid and no added compensation shall be allowed.
- B. LAWN RESTORATION. All lawn areas disturbed by snow removal activities shall be re-graded to form a smooth transition from the existing lawn to the roadway, sidewalk, or curb at a maximum slope of 6:1 and shall be treated by the application of black dirt and seed blanket. Again, this item will be considered incidental to the bid and no added compensation shall be allowed.
- Provide pulverized topsoil, seed blanket, and care of grass during establishment period for a complete surface restoration of lawns, parkways, and other disturbed areas as a result of the snow removal activities.
 - Provide watering, replanting and continue as necessary until a close healthy stand of specified grasses is established, minimum 2" tall and one mowing.
 - Scarify the compacted subgrade to a depth of 3 inches to receive the topsoil.
 - Provide a mixture of black dirt having at least 90 percent passing a No. 10 sieve, free of large roots, brush, sticks, weeds, stones larger than ¼ inch in diameter, and any other debris.
 - Spread at least 4 inches of prepared topsoil in areas of new grading raked smooth and level. Grade flush with walks, curbs, and paving.

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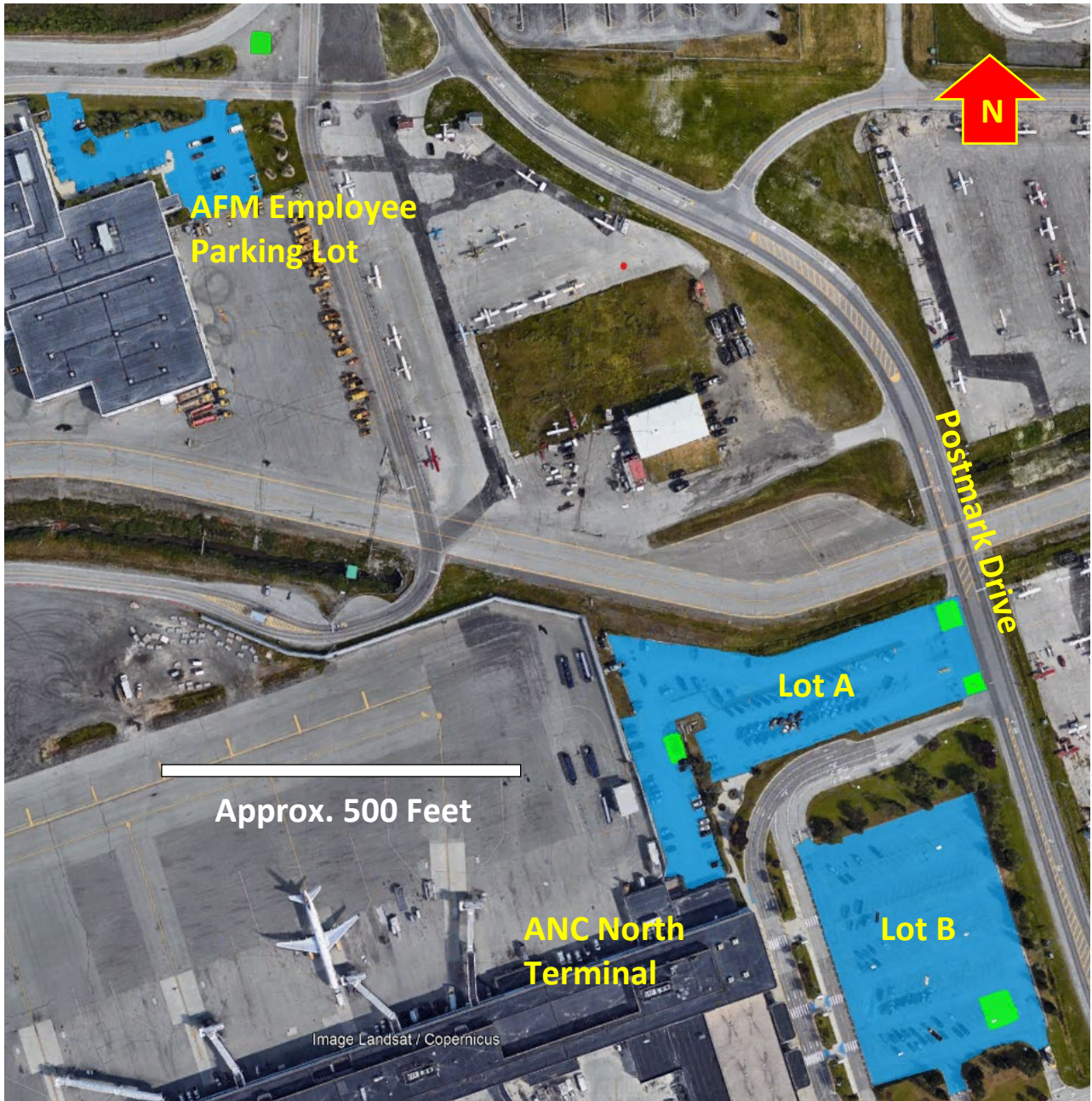
- C. REMOVAL OF OBSTRUCTION MARKINGS as needed or at the request of the Project Manager, including delineators, barricades, cones, candlesticks or other markings used to mark obstacles at the beginning of the snow season.

1.9 Additional Services: The following additional service requests and hourly rates will not be included as part of the bid evaluation but may be requested by the project manager. ANC may or may not utilize these services and may seek other remedies depending on availability and pricing.



Specific Equipment	Hourly Rate or Per-Yard Hauled Rate
Snow Hauling per 15 yard load (std. dump truck). *If requested, snow will be hauled to an airport dump site located at the intersection of Lake Hood Drive and Helio Place (approximately 1.5 - 2.0 miles from parking lot snow piles).	
Snow Hauling per 30-35 yard load (side dump load). *If requested, snow will be hauled to an airport dump site located at the intersection of Lake Hood Drive and Helio Place (approximately 1.5 - 2.0 miles from parking lot snow piles).	

MAPS, ANC Parking Lot Areas in Need of Service- Page 1 of 2

North Terminal Lots, 4600 Postmark Dr.
AFM Employee Parking Lot, 5740
DeHavilland Ave.
Approx. 220,000 Sq. Ft.

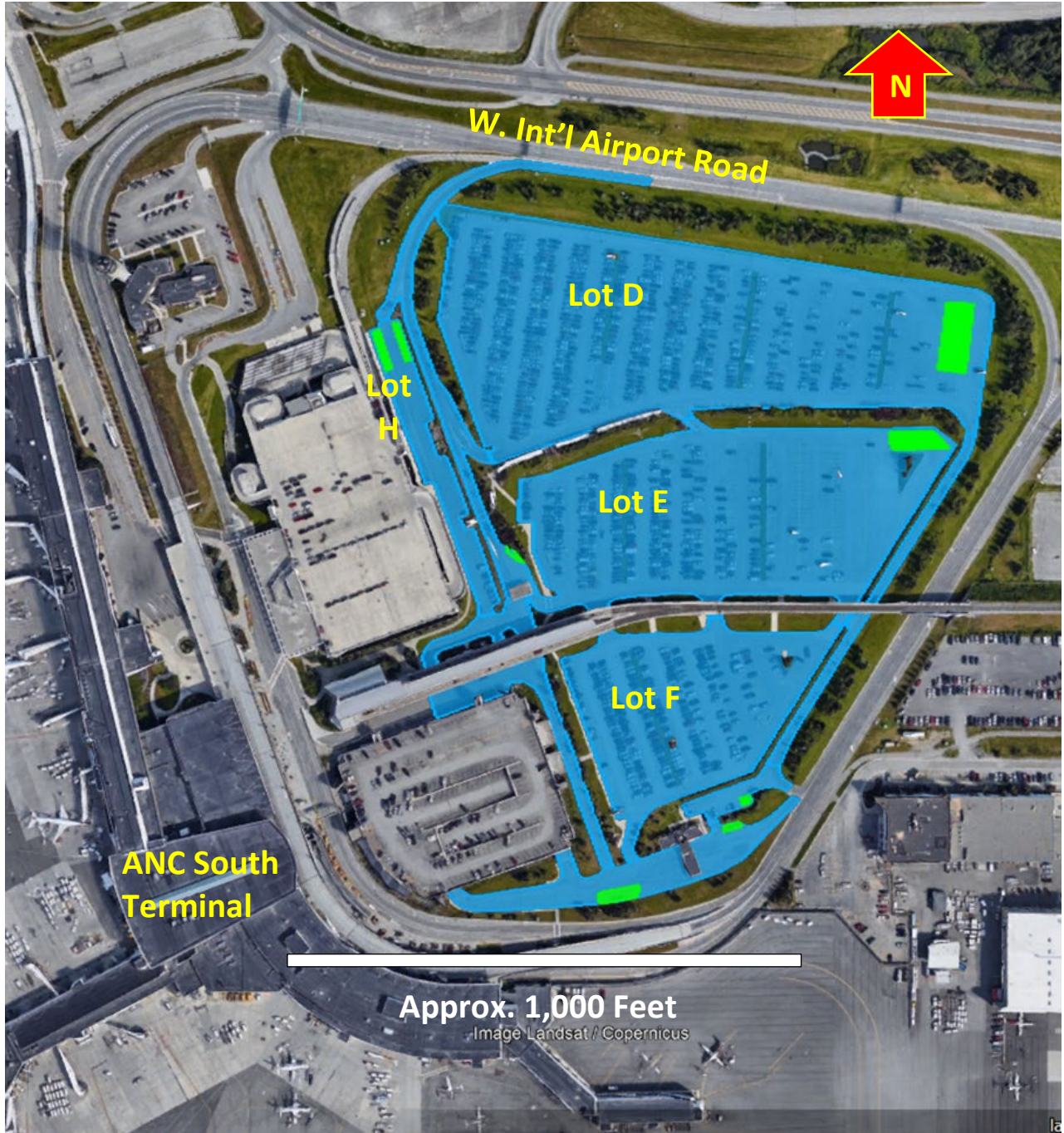


Lot A: North Terminal Employee Parking
Lot B: North Terminal Public Parking
AFM Employee Parking Lot



	Lot Areas in Need of Snowplowing and Surface Treatments
	Approximate Location of Snow Piles

MAPS, ANC Parking Lot Areas in Need of Service Page 2 of 2

South Terminal Lots
5000 WE. International Airport Rd.
Approx. 938,000 Sq. Ft.



Lot D: S. Term Employee Lot
Lot E: Long Term Lot (North)
Lot F: Long Term Lot (South)
Lot H: Overflow/Over size

	Lot Areas in Need of Snowplowing and Surface Treatments
	Approximate Location of Snow Piles

Attachment B

Attachment B - Parking Garage Roof Scope of Work**1. Scope of Work and Specifications**

This ITB is intended to result in a performance-based contract for snow and ice control for The Ted Stevens Anchorage International Airport (ANC), Airfield Maintenance (AFM) section. The area(s) in need of service are identified within the attached scope of work.

1.1 Contractor Rights & Responsibilities. The contractor shall have responsibility for the means, methods, sequences, or procedures of all services provided, and safety precautions related thereto. The contractor shall conduct all work in such a manner as to protect State resources. The Contractor may not use sub-contractors to conduct any work unless specifically permitted by the project manager.

- A. **COMPLIANCE.** The contractor shall comply with all applicable Federal, State, and Local laws, regulations, codes, ordinances, and written directives. The Contractor must comply with all applicable State and Federal labor, wage and hourly rates, safety, and associated laws, which have a bearing on the services provided.
- B. **SERVICES/STANDARDS.** The contractor shall provide supervision, labor, and specified equipment/supplies to perform effective snow and ice control to allow safe access to ANC public facilities. All work shall be performed according to industry standards.
- C. **SNOW AND ICE CONTROL MANUAL.** As applicable, the ANC Landside Snow and Ice Control & Winter Operations Manual shall be used to guide contractor operations unless otherwise specified in this ITB. The project manager shall provide copies upon request.
- D. **SAFE PRACTICES.** Acceptable safe practices must be followed in the performance of work under a contract resulting from this ITB. The contractor must comply with all standards prescribed by ANC, the State of Alaska, Department of Labor, and Division of Labor Standards and Safety. The safety of the public, and employees of the building(s), are to be considered at all times.
- E. **EQUIPMENT AND RESOURCES.** The contractor's equipment must be suitable for the performance of this contract and must meet all pertinent State, Federal, and Airport regulations. Equipment must have current maintenance/inspection records in each vehicle cab, listing dates of inspection, deficiencies, and any corrective actions.

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- E.1. MANDATORY MINIMUM EQUIPMENT LIST FOR CONTRACT SERVICES. The Contractor must own or have under lease the following equipment, or equivalent, to meet the requirements of this contract (See Table E1.). **Unless otherwise specified, the contractor must arrive within 2 hours with equipment when requested.** Some equipment will be required to remain on ANC property.

*The successful bidder shall provide documentation (such as titles, registrations or lease agreements) demonstrating ownership, lease, or other legally binding access to all equipment required under this contract, including attachments and implements (See Table E1.). At the time of bid submission, all required equipment must be fully functional, properly maintained, and in good working order. The State reserves the right to inspect the contractor's facilities and equipment at any time prior to contract award or mobilization to verify equipment availability, condition, and operational status. All required equipment shall be fully available and operational prior to the contract start date.

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Item #	Minimum Qty.	Table E1.
1	1 each	<p>Wheel loader with competent operator (2-3 yd. bucket capacity). Each must meet the following minimum specs. and shall be outfitted with the following attachments:</p> <ul style="list-style-type: none"> • 2010 or newer • 20,000-30,000 lbs. operating weight (Example: Volvo L60H) • 2-3 yard bucket
2	2 each	<p>3/4-ton (minimum) 4x4 pickup truck with competent operator. Each truck must meet the following specs. and shall be outfitted with the following attachments/equipment:</p> <ul style="list-style-type: none"> • 2010 or newer • 10,000 lb. GVWR minimum • Standard 8-10' snowplow attachment • Job-box or equivalent with assorted snow shovels and ice chippers
3	1 each	<p>1-ton (minimum) 4X4 pickup truck/spreader with competent operator: Each truck/spreader must meet the following specs. and shall be outfitted with the following attachments/equipment</p> <ul style="list-style-type: none"> • 2010 or newer • 15,000 lb. GVWR minimum • 1.5-2 cubic yard sander/spreader (*Must meet overhead clearances when mounted on truck-see clearances listed below)
4	1 each	<p>*Skid-Steer Loader (may have tracks or wheels but must have effective traction to operate efficiently in deep snow and/or icy conditions) with competent operator. Must meet the following specs. and shall be outfitted with the following attachments/equipment</p> <ul style="list-style-type: none"> • 2010 or Newer • Bucket • 8-10' plow blade • Tire chains or adequate traction/tracks <p>*Skid steer and above attachments must be stored on ANC premises at all times between November 1st and April 1st</p>
5	2 each	<p>6X4, (minimum) 12 cubic yard "End Dump" Dump Truck</p> <ul style="list-style-type: none"> • 2010 or newer • Gross Vehicle Weight Rating (GVWR) sufficient for legal operation at maximum load. • Current DOT Inspection tag
<p>Height and width restrictions-ALL ABOVE EQUIPMENT MUST MEET THE FOLLOWING HEIGHT RESTRICTIONS</p> <ol style="list-style-type: none"> a. Parking Garage (Lot G) entrance height restriction: 7' b. Railroad overpass in South Terminal lots height restriction: 11'-14' c. Snow chute width: 11' 		
<p>Safety Equipment: All above vehicles must be in sound mechanical condition, leak free, safe, and legal for over-the-road travel. Must be equipped with at least one fully-functioning beacon/strobe light and back-up alarm.</p>		

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- E.2. TELEMATICS. At the time of bid, the bidder shall provide documentation demonstrating that all contractor-supplied equipment is (or will be prior to contract start date) equipped with active GPS telematics devices capable of tracking the equipment's current and historical location including the telematic software/hardware provider, subscription dates, etc. The bidder shall also submit a description of how telematic real-time and historical data will be made continuously accessible to the ANC Project Manager on a 24/7 basis, including the method of access, reporting capabilities, and designated points of contact for technical support.
- E.3. STORAGE. ANC will not be held liable for 3rd party damage to contractor's equipment while stored on ANC property.
- E.4. COMMUNICATION EQUIPT. Contractor must provide for a direct line of communication between contractor drivers/equipment operators and ANC personnel.
- E.5. FAULTY/DOWNED-EQUIPMENT. If equipment becomes inoperable or is replaced during the period of performance, the contractor must notify the Project Manager with the change and provide new titles, registrations, or lease agreements. The contractor must be able to show they meet the mandatory minimum equipment list at any time during the period of performance for a fully executed contract resulting from this ITB. The Contractor will be responsible for providing an alternate equipment plan for scheduled services in the event the Contractor's equipment becomes faulty. This plan will be provided to ANC procurement upon request. At no time will faulty equipment be an excuse for not performing a particular service described in the contract documents. Alternate equipment must be available and be delivered to the facility within 60 minutes of determination of need due to breakdown of dedicated equipment. This requirement is to assure all services are provided as scheduled in these contract documents. Monetary penalties may be issued due to missing or downed equipment. See "Penalties" listed below.

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- F. **PETROLEUM SPILL AND LEAKAGE.** The contractor is responsible for all cleanup actions required resulting from spills or equipment leakage during the performance of this contract in accordance with ANC and Alaska Department of Environmental Conservation (ADEC) regulations-at no added cost to ANC. If equipment is stored on-site, appropriate measures shall be taken to prevent leaks or spills and have at each equipment storage location an appropriately sized spill response kit at the site during performance of this contract. Failure to take reasonable and responsive corrective action within twenty-four (24) hours of an observed spill/leak, will result in the State taking corrective action as outlined in Defective Work section.
- G. **SPILL CONTROL.** The contractor shall immediately notify the Project Manager and prepare and submit a spill report whenever there is a suspected or confirmed leak, spill or release of oil, hazardous and/or regulated substance, during performance of this contract. The report shall be delivered to the Project Manager (via email and hard copy).
- H. **ACCIDENT REPORTING.** Vehicular and personal injury accidents must be reported immediately to ANC Police at: 907-266-2555 for emergencies and 907-266-2411 for non-emergencies. Contractor will notify the Project Manager as soon as practical, but not later than, four (4) hours after ALL accidents/incidents. Notification will include contractor name; contract title; type of contract; name of activity, installation or location where accident occurred; date and time of accident; photos of damage; names of personnel injured; extent of property damage, if any; extent of injury, if known, and brief description of accident (to include type of construction equipment used, PPE used, etc.).
- I. **DEFECTIVE WORK & DAMAGES:** The contractor shall, at their own expense, remedy and correct any defect in service work performed identified by the Project Manager. The contractor shall, without additional cost to the State or Building Owner, make good and be fully responsible for all injury and/or damage to persons or property, including snow-covered objects/property, vegetation, curbs, sidewalks, and paved surfaces which may result from the contractor's or contractor's employees' fault or negligence. This includes damages resulting from the use of materials and equipment or from workmanship, which is inferior, defective, or not in accordance with the terms and conditions of this Invitation to Bid. See "Obstruction" and "Restoration" sections for more information. Where or when a

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defect in the contractor's work could result in injury to a private citizen or State employee, the State reserves the right to immediately correct the deficiency using the most expedient method available (State employee or private contractor), and deduct the cost incurred from monies owed the contractor.

1.2 Contractor Personnel. The contractor shall employ competent supervisory personnel capable of training employees on methods of accomplishing the work performance and quality standards of this contract. Supervisory personnel shall have in-depth knowledge of contract requirements, procedures, supplies and equipment. All management personnel and supervisors are required to be fluent in written and spoken English.

- A. **CONTRACTOR SITE SUPERVISOR.** The contractor shall provide a contract site supervisor who shall be responsible for the performance of the work. The name of this person and an alternate(s), who will be available on a daily basis for communication regarding services and quality control with the State Project Manager, shall be designated **in writing at the contract Start-Up meeting (see Sec. 1.3)**. The contract site supervisor, or alternate, shall have full authority to act for the Contractor on all contract matters relating to the daily operation of this contract. The contract site supervisor, or alternate, must be available via 24-hour phone communication and must be able to meet in person, on site with the State Project Manager within 2 hours of notification of any valid customer complaint or contract service deficiency. The site supervisor shall conduct regular site visits (at least weekly) to ensure quality control and verify that all aspects of the contract are performed competently and professionally. Site-supervisor visits shall be documented and provided upon request by the ANC project manager.
- B. **PERSONNEL GUIDELINES.** Additionally, the contract site supervisor is responsible for promptly enforcing the following guidelines:
- At least one person of the work crew must speak, read, and write English fluently and must be present at all times during scheduled services.
 - Contractor employees appearing to be under the influence of alcohol or drugs shall not be permitted on the premises.
 - Contractor employees shall not use or tamper with any federal or state property while performing services under a contract resulting from this ITB.
 - No business solicitations from Contractor or contractor employees, to solicit additional private business from building occupants, shall be allowed during performance of services under contract.

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This also prohibits notes or advertisements posted to bulletin boards.

- At all times, contractor employees shall be actively and efficiently engaged in the work activities prescribed within this ITB. No “idle” or “stand by” time permitted unless specifically authorized by the Project Manager.

Failure to enforce the above guidelines will be grounds for contract cancellation.

- C. SECURITY/BADGING. The contractor shall ensure operators and necessary personnel have appropriate badging to enable unescorted access in and out of parking lot security gates. The contractor shall coordinate/obtain badging from the ANC badging department prior to the start of the winter season (907) 266-2409. The State/ANC will require at least one contractor representative to become an “authorized signatory” (fingerprinting and a background check required for signatory representative) in order to sponsor additional company employees. It is the responsibility of the Contractor to ensure this requirement is met with minimum delay. **The contractor will pay all fees associated with obtaining appropriate badging.**
- D. APPEARANCE/CLOTHING/VEHICLE DECALS. Contractor personnel shall present a neat appearance. Contractor vehicles and personnel shall be easily recognizable while on the installation in conjunction with this contract. This shall be accomplished through vehicle decals and the wear of distinctive clothing, vests, overcoats, or hats, bearing the company name or logo. The coloring or design of the items selected should be such that identifies personnel easily and quickly for reasons of safety and personal protection. ANSI/ISEA 107, Class 2 (or greater) reflective vests/coats shall be worn when personnel are outside of vehicles. The State is authorized to restrict the employment under the contract of any contractor employee or prospective contractor employee, who is identified as a potential threat to health, safety, security, general well-being, or operational mission of the installation and its population.
- E. EXPERIENCED/QUALIFIED EMPLOYEES. The contractor and all employees shall be capable and experienced in the contract work to be performed. The State may require removal of any worker from the work area whose continued employment on the premises is deemed contrary to the public or State's best

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interest.

- F. NO MINORS: No minors under the age of eighteen (18) years, including family members of the contractor or their employees, are to be on the property/facility during contract work hours and are prohibited from performing any work under a contract resulting from this ITB.

1.3 Contract Start-up Meeting. Prior to beginning any work on the contract, the Contractor will meet with the State Project Manager at a mutually agreed upon time and location. The purpose of the meeting will be to discuss the Contractor and State Project Manager's expectations, review the scope of work and specifications, and exchange contact information. The contract site-supervisor must be present. The following information will be provided at the meeting:

- A. CONTRACTOR TO PROVIDE:
- Contract Site Supervisor, and alternate, contact information.
 - A copy of contractor's quality control procedures.
 - Names of employees, operators, and any back-up personnel and copies of their state driver's license or state ID for ANC access approval; Escort privileges are available for key company personnel by approval of the Project Manager.
 - A list of all equipment proposed to be used by the Contractor in performing services under the contract (this is in addition to the mandatory minimum equipment documentation submitted with a bid).
- B. STATE PROJECT MANAGER TO PROVIDE:
- Briefing on project and project management including snow measurement information.
 - Briefing on ANC spill response procedures.
 - Briefing on safety protocols and expectations for each service location under this ITB.
 - Briefing on how payment is to be issued.
 - Briefing on how to document crew response/arrival times and departure times.

1.4 Definitions and Technical Description of Services. The contractor shall provide for all supervision, specified equipment, and labor to provide snow and ice control services to allow safe access to and use of all of the identified facilities and areas, on the attached maps.

- A. OBSTRUCTIONS. Prior to the first snowfall of each contract year, the contractor will physically mark any unmarked

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obstructions, or potential obstructions, in service areas and maintain those markings throughout the season. Obstructions may be marked with bright color delineators, cones, candle sticks, or barricades. Employees responsible for performing services must be made aware of the locations of obstructions prior to performing services. Identifying obstructions or potential obstructions by additional means such as pictures and/or video is encouraged. Obstructions include, but are in no way limited to, manhole covers, utility access covers, rip rap, etc., parking lot entrance approaches, roadway curves and curbs, and, as necessary, marking snow removal boundaries identified in the contract.

- B. SNOW PLOWING/SNOW REMOVAL. Snow plowing and snow removal means all plowing of snow that has fallen in the identified service areas on the attached maps and removal of built-up, packed snow or ice from plowed areas.
- C. SNOW STORAGE AND HAULING. Unless otherwise instructed by the Project Manager, snow shall be hauled away promptly via dump truck to the designated location(s) on Airport property (see attached diagram). The haul route may vary depending on conditions and the ANC Project Manager will determine/approve haul routes. Hauling will involve the required truck/trailer loaded to its maximum capacity (no partial loads). SNOW MAY NOT BE PILED/STORED ON THE GARAGE ROOF DUE TO ROOF LOADING CONCERNS.
- D. SANDING. Sanding means the spreading of aggregate material on plowed or slippery areas, as requested by the Project Manager. Sanding services must be made available 24 hours/day, 7 days/week, including holidays.

1.5 Service Requirements. All services shall be performed according to the specifications and directions prescribed in this Invitation to Bid. All contract work shall be completed without interfering with the proper performance of State business or work being done by other contractors. ANC Airfield Maintenance reserves the right to conduct additional, supplementary snow and ice control/snow plowing/snow removal on ANC property at any time.

- A. SERVICE AREAS BOUNDARIES, as identified in the attached area maps, must be serviced according to the direction of the Project Manager.
- B. RESPONSE TIMES. Unless otherwise instructed by the Project Manager, all service requests shall result in all applicable equipment and personnel arriving on site and commencing snow

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and ice control operations **within 2 hours.**

- C. 24/7/365 SERVICE. The contractor will be required to provide snow and ice control services upon request seven days a week, including weekends and holidays, at any time of day or night.
- D. SNOW PILES/BERMS. Contractor shall ensure all snow (snow removed from areas under this contract) is pushed, hauled, and/or stacked within the designated snow collection areas/snow piles (if applicable. See attached maps). To the greatest extent possible, snow shall not be allowed to accumulate in a manner that would restrict vision for intersections of roadways and driveways and intersections of roadways and parking lots. Snow shall not be plowed against any fence (minimum 10' clear space required), buildings, equipment, telephone poles, fire hydrants, or storage containers without written authorization by the Project Manager. No snow or ice berms shall be left at driveway/roadway entrances or access points. If established snow piles become too large/unmanageable, the contractor will check with the project manager or designee before using alternative areas to stack/store snow.
- E. GATES, DOORS, AND DUMPSTERS are to be free and clear of snow and ice a minimum of 24" on each side of the gate's length in the open and closed position. Gate will have unobstructed operation. Dumpsters are to be free and clear of snow and ice a minimum of 24" in front to allow for unobstructed access by foot or vehicle. At no time shall snow be piled or plowed in front of gates, doors or dumpsters.
- F. FULL WIDTH. Within parking lots (if applicable to this contract), snow shall be plowed the full width of all lanes in between rows of parked cars without berms that impede the movement of cars in and out of parking spaces. Snow shall also be plowed the width of unoccupied parking spaces when 2 or more spaces become available, side-by side.
- G. SNOW CHUTES. Snow accumulation on the garage roof shall be promptly pushed down the snow chutes located on the north end of the garage roof. Contractor must plan on removing snow from chutes in a timely fashion to prevent snow/ice from getting "clogged" in the chutes.
- H. DOWN PRESSURE. As necessary, all areas identified for snow removal are to be plowed and scraped with plow blade down

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pressure. Down pressure is required on the cutting edge of the attachment to keep hard-packed snow/ice build up to a minimum.

- I. **TRAFFIC CONTROL AND PEDESTRIAN SAFETY.** During snow loading operations at the base of the garage roof snow chutes, effective traffic control and pedestrian safety shall be accounted for by maintaining appropriate (ANC-supplied) barricades and signage and ensuring pedestrians and public traffic do not enter established work zones. When requested, the contractor shall provide at least one employee/vehicle solely dedicated to this task. ANC may request more than one employee/vehicle for traffic control, if necessary.
- J. **SAND APPLICATION.** When requested by the project manager, sand will be evenly dispersed at a rate of approximately one cu. Yd. per 30,000 sq. ft. Contractor shall maintain an adequate stockpile of dry sand/aggregate in order to deliver requested sanding services without delay. No swept tailings/recycled sand. The Project Manager or designee may require contractor to show Sand Gradation Tests (proof) of material meeting the following specifications.

Traction Aggregate Specifications

Sieve Designation % Passing by Weight

3/8"	100%
#4	70-100%
#8	0-35%
#16	0-10%
#30	0-5%
#200	0-1%

1.6 Quality Control, Inspections, Deficiencies, and Penalties. All services shall be performed according to the specifications and directions prescribed in this Invitation to Bid. All contract work shall be completed without interfering with the proper performance of State business or work being done by other contractors.

- A. **WORK INSPECTIONS.** The Contractor or Contractor's Designee shall, upon notification by the Contracting Agency, be present at the contract site to conduct an inspection with the agency's representative. Inspections with the State's representative may take place anytime and at the sole discretion of the Contracting Agency. If the Contractor fails to appear for an inspection or a deficiency is not corrected within the stated

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period of time, the Contracting Agency may hire another firm to correct the deficiency and invoice the contractor for the cost. The contractor's failure to pay the State may interfere with the full payment for services rendered during the next invoicing cycle. Any carryover of non-corrected deficiencies will be considered a Breach of Contract. The Project Manager reserves the right to perform inspection of work at any time, with or without the contractor or contractor's designee present.

- B. CORRECTION OF DEFICIENCIES. All deficiencies must be brought into compliance with contract specifications; work to begin within four (4) hours of the notice and be actively engaged in continuous on-site effort until all deficiencies comply with contract specifications. Any carryover of non-corrected deficiencies may be grounds for the State to declare the contractor in default.
- C. PENALTIES. Monetary penalties shall apply for the following deficiencies:
 - C.1. Failure to Respond Within the 2-Hour Response Window:
\$300 per hour beyond the deadline, per event.
 - C.2. Failure to Maintain Fully Functioning Equipment On-Site:
\$200 per hour, per missing/non-functional required item.
- D. PENALTY CURE OPPORTUNITY. Upon the first occurrence of either above penalty trigger, ANC will issue a written cure notice to the contractor. If the contractor remedies the deficiency within the applicable response window and submits a written corrective action plan within 48 hours, the penalty for that first occurrence may be waived at the Project Manager's discretion. All subsequent occurrences within the same contract season may trigger penalties without a cure opportunity.

1.7 Restoration. Upon conclusion of the snow season, the contractor shall perform restoration of areas affected by snow removal activities.


- A. RESTORED TO PREVIOUS CONDITION. All areas in need of service (see attached maps) and their surrounding areas disturbed by the contractor's snow removal activities shall be restored to conditions which existed prior to the disturbance. This item and all restoration subcategories below will be considered incidental to the bid and no added compensation shall be allowed.

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- B. LAWN RESTORATION. All lawn areas disturbed by snow removal activities shall be re-graded to form a smooth transition from the existing lawn to the roadway, sidewalk, or curb at a maximum slope of 6:1 and shall be treated by the application of black dirt and seed blanket. Again, this item will be considered incidental to the bid and no added compensation shall be allowed.
- Provide pulverized topsoil, seed blanket, and care of grass during establishment period for a complete surface restoration of lawns, parkways, and other areas disturbed as a result of the snow removal activities.
 - Provide watering, replanting and continue as necessary until a close healthy stand of specified grasses is established, minimum 2" tall and one mowing.
 - Scarify the compacted sub grade to a depth of 3 inches to receive the topsoil.
 - Provide a mixture of black dirt having at least 90 percent passing a No. 10 sieve, free of large roots, brush, sticks, weeds, stones larger than ¼ inch in diameter, and any other debris.
 - Spread at least 4 inches of prepared topsoil in areas of new grading raked smooth and level. Grade flush with walks, curbs, and paving.
- C. REMOVAL OF OBSTRUCTION MARKINGS as needed or at the request of the Project Manager, including delineators, barricades, cones, candlesticks or other markings used to mark obstacles at the beginning of the snow season.

ANC Parking Lot Area(s) in Need of Service

Lot G: Garage Roof (Total area approx. 100,000 sqft.)

 Lot Areas in Need of Snowplowing and Surface Treatments.



Potential Haul Route (subject to change)



**ANC Airport, Airfield Maintenance (AFM) General Safety & Security Responsibilities for
CONTRACTORS & VENDORS**

In Case of Emergency, Call ANC Airport Police & Fire Dispatch: 907-266-2555

- Unless contractor holds an ANC SIDA badge for AFM facilities, a visitor badge and an official escort is required at all times when inside SIDAs (Secure Identification Display Areas); You are required to remain within sight of your AFM escort
- All work will be performed in accordance with OSHA/Alaska Occupational Safety and Health (AKOSH) Standards
- Contractors must not perform any work they are not authorized to do
- In an emergency, contractors and vendors shall immediately evacuate facilities per posted evacuation plans
- Class 2 Reflective Safety Vest is required in all areas outside of AFM buildings
- Safety vests may be required inside certain facilities/buildings as well
- Other Personal Protective Equipment (PPE) may be required in maintenance shop areas or where hazardous work is happening. Examples:
 - Safety Glasses required in areas with or potential for flying objects, sparks, etc.
 - Appropriate shaded eye/face-wear when welding operations are occurring
 - Appropriate protective footwear in the vicinity of foot-crushing hazards
 - Approved hardhats in areas where immediate overhead hazards exist
 - Personal Fall Arrest System (harness) in fall-hazard locations such as aerial lift equipment and unprotected ledges more than 4 feet high
 - Hearing Protection Devices in high decibel areas (the potential for hazardous noise levels is ever-present throughout the airfield and shop facilities)
- Flip-flops, sandals, tank-tops, or shorts are never appropriate for equipment/facility/machinery related-repair or maintenance; Standard work clothing such as coveralls and/or long shirts and long pants are required for such work
- It's the responsibility of the contractor to supply their own PPE
- Chemical Hazards: Contractors and vendors must inform AFM management of any chemical or physical hazard(s) their operations may introduce to AFM employees; The contractor must supply AFM with Safety Data Sheets (SDS) when requested; A list of chemicals stored/used on AFM premises and their associated SDS will be provided to contractors and vendors upon request
- Violence or threats of violence will not be tolerated
- Smoking is not permitted in any AFM facilities or Vehicles or within 20 ft. of any building entrance
- Contractors and vendors are not allowed to operate or drive AFM/ANC-owned equipment without specific approval from AFM Management
- When/if riding vehicles, seatbelts (when provided) are to be worn at all times
- Passengers are forbidden from riding in/on vehicles not designed to transport passengers
- When on foot, give mobile equipment the right-of-way and **never assume heavy mobile equipment operators can see you**; Visibility from heavy equipment is limited
- Do not approach moving machinery or vehicles; Maintain at least 50 ft. of distance
- Do not contact airfield light fixtures or signs; Severe shock hazard exists (up to 5,000 Volts)—Any electrical de-energization and Lock out/Tagout (LOTO) will be coordinated through AFM Management and the AFM Electrical Maintenance Section per the AFM Safety and Health Plan
- Machinery and Equipment LOTO (per AFM Safety and Health Plan) shall be used when accidental energization of equipment or machinery could cause harm

I understand and will comply with all of the above guidelines and any other verbal instruction provided by AFM Management

Name: _____ Company/Organization _____ Signature _____

Date: _____

Bid Submission Cover Sheet

PROJECT INFORMATION

ITB NUMBER: _____
PROJECT NAME: _____

BIDDER INFORMATION

Company Name: _____
Address: _____
Tax ID: _____
Alaska Business License #: _____

CONTACT INFORMATION

Provide contact information for the individual that can be contacted for clarification regarding this bid:

Name _____
Title _____
Address _____
Email _____
Telephone _____

ADDENDA ACKNOWLEDGEMENT

The bidder acknowledges receipt of the following amendments and has incorporated the requirements of such amendments into their bid. Failure to identify and sign for all amendments may subject the bidder to disqualification. The bidder must list all amendments (by number), then initial and date to confirm that you have received and incorporated them into your bid (add more rows as necessary).

Number	Initials & Date

Number	Initials & Date

Number	Initials & Date

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CERTIFICATIONS

No	Criteria	Response*
1	The bidder is presently engaged in the business of providing the products and/or services required in this ITB.	<input type="checkbox"/> YES <input type="checkbox"/> NO
2	The bidder confirms that it has the financial strength to provide and/or perform and maintain the services required under this ITB.	<input type="checkbox"/> YES <input type="checkbox"/> NO
3	The bidder accepts the terms and conditions set out in the ITB and agrees not to restrict the rights of the state.	<input type="checkbox"/> YES <input type="checkbox"/> NO
4	The bidder confirms that they can obtain and maintain all necessary insurance as required on this project.	<input type="checkbox"/> YES <input type="checkbox"/> NO
5	The bidder certifies that all services provided under this contract by the contractor and all subcontractors shall be performed in the United States.	<input type="checkbox"/> YES <input type="checkbox"/> NO
6	The bidder is not established and headquartered or incorporated and headquartered, in a country recognized as Tier 3 in the most recent United States Department of State’s Trafficking in Persons Report.	<input type="checkbox"/> YES <input type="checkbox"/> NO
7	The bidder complies with the American with Disabilities Act of 1990 and the regulations issued thereunder by the federal government.	<input type="checkbox"/> YES <input type="checkbox"/> NO
8	The bidder complies with the Equal Employment Opportunity Act and the regulations issued thereunder by the federal government.	<input type="checkbox"/> YES <input type="checkbox"/> NO
9	The bidder complies with the applicable portion of the Federal Civil Rights Act of 1964.	<input type="checkbox"/> YES <input type="checkbox"/> NO
10	The bidder can provide (if requested) financial records for the organization for the past three years.	<input type="checkbox"/> YES <input type="checkbox"/> NO
11	The bidder has not had any contracts terminated by the State of Alaska (within the past five years).	<input type="checkbox"/> YES <input type="checkbox"/> NO
12	The bidder certifies that it is not currently debarred, suspended, proposed for debarment, or declared ineligible for award by any public or federal entity.	<input type="checkbox"/> YES <input type="checkbox"/> NO
13	The offeror certifies that they will not support or participate in a boycott of Israel. Failure to comply with this requirement may cause the state to reject the proposal as non-responsive or cancel the contract.	<input type="checkbox"/> YES <input type="checkbox"/> NO
14	The bidder certifies that they do not have any governmental or regulatory action against their organization that might have a bearing on their ability to provide products and/or services to the State.	<input type="checkbox"/> YES <input type="checkbox"/> NO
15	The bidder certifies, within the last five years, they have not been convicted or had judgment rendered against them for: fraud, embezzlement, theft, forgery, bribery, falsification or destruction of records, false statements, or tax evasion.	<input type="checkbox"/> YES <input type="checkbox"/> NO
16	The bidder does not have any judgments, claims, arbitrations or suits pending/outstanding against your company in which an adverse outcome would be material to the company.	<input type="checkbox"/> YES <input type="checkbox"/> NO
17	The bidder is not (now or in the past) been involved in bankruptcy or reorganized proceeding.	<input type="checkbox"/> YES <input type="checkbox"/> NO
18	The bidder certifies they comply with the laws of the State of Alaska.	<input type="checkbox"/> YES <input type="checkbox"/> NO
19	The bidder confirms their bid will remain valid and open for at least 90 days.	<input type="checkbox"/> YES <input type="checkbox"/> NO

* Failure to answer or answering “False” may be grounds for disqualification. For any “False” responses, provide clarification (up to 250 word maximum for each “False” clarification) below **(add rows as necessary)**.

Number	Clarification

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CONFLICT OF INTEREST STATEMENT

Indicate below whether or not the firm or any individuals that will work on the contract has a possible conflict of interest (e.g., currently employed by the State of Alaska or formerly employed by the State of Alaska within the past two years) and, if so, the nature of that conflict. The procurement officer reserves the right to consider a bid non-responsive and reject it or cancel the award if any interest disclosed from any source could either give the appearance of a conflict or cause speculation as to the objectivity services to be provided by the bidder.

Does the bidder, or any individuals that will work on this contract, have a possible conflict of interest?

<input type="checkbox"/> YES <input type="checkbox"/> NO
--

** Failure to answer may be grounds for disqualification.*

If "Yes", please provide additional information regarding the nature of that conflict:

FEDERAL REQUIREMENTS

Indicate below all known federal requirements that apply to the bid, it's evaluation, or the resulting contract:

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ALASKA PREFERENCES

If you wish to claim any Alaska Preferences, please complete the Alaska Bidder Preference Certification Form that follows the below signature section.

SIGNATURE

This bid must be signed by a company officer empowered to bind the company.

Printed Name _____
Title _____
Date _____
Signature _____

ALASKA BIDDER PREFERENCE CERTIFICATION FORM AS 36.30.321 (A) / AS 36.30.990 (2)

Solicitation Number	
Project Description	
Business Name	
Alaska Business License Number	

A signed copy of this form must be included with your bid or proposal no later than the deadline set for receipt of bids or proposals.

If you are submitting a bid or proposal as a **JOINT VENTURE**, all members of the joint venture must complete and submit this form before the deadline set for receipt of bids or proposals. [AS 36.30.990\(2\)\(E\)](#)

If the procuring agency is unable to verify a response, the preference may not be applied. Knowingly or intentionally making false or misleading statements on this form, whether it succeeds in deceiving or misleading, constitutes misrepresentation per [AS 36.30.687](#) and may result in criminal penalties.

SIGNATURE

By signature below, I certify under penalty of law that I am an authorized representative of the above entity and all information on this form is true and correct to the best of my knowledge.

Printed Name:	
Title:	
Date:	
Signature:	

Alaska Bidder Preference: Do you believe your firm qualifies for the Alaska Bidder Preference?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Alaska Veterans Preference: Do you believe your firm qualifies for the Alaska Veteran Preference?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Alaska Military Skills Program Preference: Do you believe your firm qualifies for the Alaska Military Skills Program Preference?	<input type="checkbox"/> Yes <input type="checkbox"/> No

To qualify for and claim the **Alaska Bidder Preference** you must answer **YES** to all questions in the Alaska Bidder Preference Question section below:

Alaska Bidder Preference Questions

1	Does your business hold a current Alaska business license per AS 36.30.990(2)(A)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	Is your business submitting a bid or proposal under the name appearing on the Alaska Business license identified above? Per AS36.30.990 (2)(B)?	<input type="checkbox"/> Yes <input type="checkbox"/> No

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3	Has your business maintained a place of business within the state staffed by the bidder or offeror or an employee of the bidder or offeror for a period of six months immediately preceding the date of the bid or proposal per AS 36.30.990 (2)(C)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
---	--	--

If the answer to question 3 is YES, complete the following:

Physical Place of Business Address	
City	
Zip Code	

“Place of business” is defined as a location at which normal business activities are conducted, services are rendered, or goods are made, stored, or processed; a post office box, mail drop, telephone, or answering service does not, by itself, constitute a place of business per [2 AAC 12.990\(b\)\(3\)](#).

Do you certify the Place of Business identified above meets this definition?	<input type="checkbox"/> Yes <input type="checkbox"/> No
--	--

Per AS 16.05.415(a) per 2AAC 12.990(b)(7), the bidder or offeror, or at least one employee of the bidder or offeror must be a resident of the state?

1	Do you certify the bidder or offeror, or, at least one employee of the bidder or offeror is physically present in the state with the intent to remain in Alaska indefinitely and to make a home in the state per AS 16.05.415(a)(2)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	Do you certify the resident(s) used to meet this requirement has maintained a domicile in Alaska for the 12 months immediately preceding the deadline set for receipt of bids or proposals per AS 16.05.415(a)(2)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3	Do you certify the resident(s) used to meet this requirement is only claiming residency in Alaska per AS 16.05.415(a)(3)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4	Do you certify the resident used to meet this requirement is not obtaining benefits under a claim of residency in another state, territory, or country per As 16.05.415 (a)(4)?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Per AS 36.30.990(2)(D), is your business:

1	Incorporated or qualified to do business under the laws of the state?	<input type="checkbox"/> Yes <input type="checkbox"/> No
---	---	--

If yes, enter the current Alaska Corporate Entity Number:

Indicate below how your business is organized:

1	Is your business a Sole Proprietorship and the Proprietor is a resident of the state?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	Is your business a Limited Liability Corporation organized under AS 10.50 and ALL members are residents of the state?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If the answer to question 2 above is YES, please identify each member by name:

3	Is your business a partnership under former AS32.05, AS32.06, or AS32.11 and all partners are residents of the state?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If the answer to question 3 above is YES, please identify each partner by name:

Attachment F

Alaska Veterans Preference Questions:

To qualify for and claim the Alaska Veteran Preference, you must answer **YES** to the below questions as well as answer **YES** to all the questions in the Alaska Veteran Preference section above.

Per AS36.30.321(F), is your business:

1	A sole proprietorship owned by an Alaska veteran?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	A partnership under AS32.06 or AS32.11 and a majority of the members are Alaska veterans?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3	A limited liability company organized under AS10.50 and a majority of the members are Alaska veterans?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4	A corporation that is wholly owned by individuals, and a majority of the individuals are Alaska veterans?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Per AS36.30.321(F)(3), an “Alaska veteran” is defined as an individual who:

- A. Served in the:
 - a. Armed forces of the United States, including a reserve unit of the United States armed forces ; or
 - b. Alaska Territorial Guard, The Alaska Army National Guard, the Alaska Air National Guards, or the Alaska Naval Militia; and,
- B. Was separated from services under a condition that was not dishonorable.

4	Do you certify the individual(s) indicated in items 1-4 above meet this definition and can provide documentation of their service and discharge in necessary?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Alaska Military Skills Program Preference Questions

To qualify for and claim the Alaska Military Skills Program Preference, you must answer **YES** to the below questions as well as answer **YES** to all the questions in the Alaska Bidder Preference section above.

Per 36.30.321(I), does your business:

1	Employ at least one person who is enrolled in, or within the past two years, graduated from, a United States Department of Defense SkillBridge or United States Army career skills program that offers civilian work experience through specific industry training, pre-apprenticeships, registered apprenticeships, or internships during the last 180 days before a service member separates or retires from the service; or	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	Have an active partnership with an entity that employs an apprentice through a program described in item 1 above?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3	Have proof of an employee’s graduation or enrollment in a qualified program as described in 1. above?	<input type="checkbox"/> Yes <input type="checkbox"/> No