Alaska Department of Environmental Conservation

PART

Village Safe Water Program

REQUEST FOR PROPOSALS PACKAGE

(Procurement per Article 3 of AS 36.30)

A

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ISSUING OFFICE

Agency Contact & Email.....: April Akers, Procurement Specialist, april.akers@alaska.gov
Issue Date..... : 11/18/2026

PROJECT

RFP NUMBER ..... : 27-VSW-HPB-030
Project Numbers-State/Federal..... : 27-VSW-HPB-030
Project Site (City, Village, etc.)..... : Hooper Bay, Alaska
Project Title & Contract Description ..... : Hooper Bay Lagoon and Force Main Construction Management and Engineering Services

The State of Alaska, Department of Environmental Conservation, Village Safe Water Program is issuing this RFP for a contractor to provide Construction Management (CM) Services for Hooper Bay, Alaska per the recommended alternative in the Preliminary Engineering Report.

Attachments:
Offerors must contact the procurement officer to receive the attachments listed in Article B1 Administrative Requirements, section 1.26 Attachments. Attachments will be sent to offerors via ZendTo.

SCHEDULE & PAYMENT

Anticipated period for performance-Begin/End: 2/1/2027 through 6/30/2030

Estimated amount of proposed contract:

- ☐ Less than $200,000
- ☐ $200,000 to $250,000
- ☐ $250,000 to $500,000
- ☐ $500,000 to $1,000,000
- ☒ $1,000,000 or greater

Proposed Method(s) of Payment:

- ☐ Firm Fixed Price (FFP)
- ☒ Time and Materials (T&M)
- ☐ Time and Expense (T&E)

SUBMITTAL DEADLINE AND LOCATION

OFFERORS ARE RESPONSIBLE TO ASSURE DELIVERY PRIOR TO DEADLINE (2 AAC 12.250).
ONLY PROPOSALS RECEIVED PRIOR TO THE FOLLOWING DATE AND TIME WILL BE OPENED.

DATE: 12/11/2026 Alaska Standard Time: **2:00 PM**

Email only directly to the address listed in the following return instructions.

IMPORTANT NOTICE: If you downloaded this solicitation from the State's Website, you must self-register with the procurement officer to receive subsequent addenda. Failure to register may adversely affect your proposal. It is the Offeror's responsibility to ensure that he has received all addenda affecting this RFP.

Return Instructions:

If submitting a proposal via email, the technical proposal and cost proposal must be saved as separate PDF documents and emailed to john.mcdonald@alaska.gov as separate, clearly labeled attachments, such as “Vendor A – Technical Proposal.pdf” and “Vendor A – Cost Proposal.pdf” (Vendor A is the name of the offeror). The email must contain the RFP number in the subject line.

The **maximum** size of a single email (including all text and attachments) that can be received by the state is **20mb (megabytes)**. If the email containing the proposal exceeds this size, the proposal must be sent in multiple emails that are each less than 20 megabytes and each email must comply with the requirements described above.

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

It is the offeror’s responsibility to contact the issuing agency at john.mcdonald@alaska.gov to confirm that the proposal has been received. The state is not responsible for unreadable, corrupt, or missing attachments.

PART A

SELECTION PROCEDURE

1. Competitive Sealed Proposals will be evaluated by a committee (2 AAC 12, Article 4). Evaluation of responses to criteria set forth in Part C results in a numerical score for each proposal. Each criterion in Part C has an assigned weight for this RFP which demonstrates its relative importance. The total of all weights is 100 (100%).

2. Scoring of proposals will be accomplished as follows:

2.1 Each Evaluator will individually read and rate each Offeror's response to each criterion described in Part C - Section I - Technical Proposal. Ratings will be based solely on contents of proposal and in compliance with the Contracting Agency's standard Instructions for Evaluation Committee.

2.2 After completion of individual ratings in Part C, Section 1, Technical Proposal, the Evaluation Committee will meet to discuss proposals. Evaluators may then alter their ratings; however, any changes shall be based solely on the criteria set forth in Part C.

2.3 After scoring Part C - Section I - Technical Proposal, criteria scores for Part C - Section II - Preferences, and Section III - Price (if applicable), will be calculated based on criteria descriptions.

2.4 The total score for each Offeror will be obtained by summing the scores determined for each criterion in Sections I, II and III of Part C. The order of ranking for negotiations shall be as follows: highest scored Offeror will be ranked first, next highest scored second, and etcetera.

3. Evaluators may discuss factual knowledge of, and may investigate Offerors' and proposed Subcontractors' prior work experience and performance, including projects referenced in proposal, available written evaluations, etcetera, and may contact listed references or other persons knowledgeable of a Contractor's and/or a Subcontractor's past performance. Factors such as overall experience relative to the proposed contract, quality of work, control of cost, and ability to meet schedules may be addressed. If any issues of significant concern to the proposed contract are discovered, the Committee may:

3.1 Provide written recommendations for consideration during contract negotiations;

3.2 Conduct discussions in accordance with paragraph 4, below.

4. The Committee may decide to conduct discussions (or "interviews") with responsible Offerors whose proposals are determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and responsiveness to, the solicitation requirements (AS 36.30.240 & 2 AAC 12.290). Offerors selected by the Committee for discussions may be permitted to submit Best and Final Offers (BAFO) for final Committee Evaluation. After discussions and any BAFOs, Evaluators will determine the final scoring and ranking for contract negotiations by evaluating written and oral responses using only the criteria set forth in Part C of this RFP (2 AAC 12.260(b)).

5. All Offerors will be advised of the Offeror selected for negotiation and, after completion of negotiations, a Notice of Intent to Award will be provided to all Offerors. If contract negotiations are unsuccessful with Offeror(s) selected for negotiation, the Contracting Agency may either cancel the solicitation or negotiate with other Offerors in the order of ranking.

PART A

NOTICES

1. The Contracting Agency is an equal opportunity employer.

2. Copies of contract documents are attached to the RFP.

General Conditions of the Professional Services Agreement are contained in the Small Procurement Standard Provisions Booklet, which is located on the Department's website under "Procurement."

The General Conditions are the **same** for both Competitive Sealed Proposals and Small Procurements.

3. Offerors are specifically advised that a contract shall not be in effect until a written agreement is executed by an authorized agent of the Contracting Agency. The Contracting Agency shall not be liable for any cost incurred by an Offeror in response to this solicitation, including any work done, even in good faith, prior to execution of a contract and issuance of a Notice to Proceed.

4. The Contracting Agency expressly reserves the right to waive minor informalities, negotiate changes or reject any and all proposals and to not award the proposed contract, if in its best interest. "Minor Informalities" means matters of form rather than substance which are evident from the submittal, or are insignificant matters that have a negligible effect on price, quantity, quality, delivery, or contractual conditions and can be waived or corrected without prejudice to other Offerors (2 AAC 12.990).

5. All proposals shall be open for public inspection (AS 36.30.230) after a Notice of Intent to Award is issued. Offerors should not include proprietary information in proposals if such information should not be disclosed to the public. Any language within a submittal purporting to render all or portions of a proposal confidential will be disregarded. Proprietary information which may be provided after selection for contract negotiations will be confidential if expressly agreed to by the Contracting Agency (AS 36.30.230).

6. Substitution for any personnel named in a proposal may result in termination of negotiations.

7. If it is discovered that a selected Offeror is in arrears on taxes due the State of Alaska, a contract may not be awarded until the Alaska Department of Revenue approves the payment provisions for the contract.

8. **Offerors and proposed subcontractors shall be in compliance with the statutory requirements for Alaska business licensing and professional registrations included in the certification statement on Page 2 of Part D in this RFP package.**

9. **PRICE COMPETITION**: Price cannot be an Evaluation Criterion in accordance with Article 3 of AS 36.30 for services that must be performed only by Architects, Engineers, Land Surveyors, or Landscape Architects (A/E, LS or LA)) licensed in the State of Alaska, UNLESS the provisions of AS 36.30.270(d) apply; i.e., unless the services required are repetitious in nature, and the nature and amount of services required are thoroughly defined by measurable and objective standards to reasonably enable firms or persons making proposals to compete with a clear understanding and interpretation of the services required. If price is a factor, a majority of the evaluation committee must be registered in Alaska to perform architectural, engineering, or land surveying services.

9.1 If the services performed do not require an A/E, LS or LA, then all Offerors including any A/E, LS or LA must provide Price Proposals in accordance with AS 36.30.270(b) and 2 AAC 12.260(c).

10. An audit of the selected Offerors' and proposed Subcontractors' cost accounting systems and business records may be required to ascertain if systems are adequate for segregating contract costs; to establish a maximum allowable Indirect Cost Rate for the Agency's negotiator; and to investigate the accuracy of proposed labor rates and unit prices.

11. Standard insurance provisions for Worker's Compensation, General and Automobile Liability, and Professional Liability are contained in DOT&PF Form 25A269, Indemnification and Insurance. Coverages may be modified under very limited circumstances. Offeror should not assume any modification of coverages.

12. Professional Liability Insurance for the proposed contract: ☐ is not required

☒ is required as shown on DOT&PF Form 25A269.

13. The proposed contract ☒ will ☐ will not be a Federally Assisted Program. If it will be an assisted program, then the Offeror shall insert the following notification in all subcontract solicitations for bids or proposals pertinent to this RFP:

"In accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d to 2000d-4 and Title 49, CFR, U.S. Department of Transportation (U.S. DOT), Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the U.S. DOT issued pursuant to such Act, in any Subcontract entered into pursuant to this RFP, Disadvantaged Business Enterprise firms will be afforded full opportunity to submit bids or proposals and will not be discriminated against on the grounds of race, color, sex, or national origin, in consideration for an award.

14. Pre-proposal Conference: ☒ None ☐ As follows:

15. Special Notices:

15.1 MBE/WBE Preference:

This procurement is funded in part or fully through federal grants or cooperative agreements. It is a national policy to award a fair share of contracts to Minority Firms and Women's Business Enterprises through affirmative action. This solicitation incorporates a five point preference for all qualified minority firms and women's business enterprises.

15.2 Site Visit:

A pre-proposal inspection of the site is not scheduled. If offerors choose to visit the project site, they may contact the onsite coordinator Roy Joseph, City Administrator, 907-758-4310 to schedule a site visit. Offerors shall direct all project questions to the procurement officer. The onsite coordinator and any other community members are not available for project questions. The department is not responsible for travel coordination or costs.

PART

B

SUBMITTAL CHECKLIST

Offeror may use left margin to check off items when completed.

An Alaska Business License is required of Contractors who do business in Alaska at time of award (AS 36.30.210(e)).

[ ] 1. Offerors must carefully review this RFP Package for defects and questionable material and become familiar with submittal requirements. Submit written comments to the address shown under "Submittal Deadline and Location" on page 1 of Part A - RFP. Substantive issues will be addressed in a written addendum to all RFP recipients on record. Failure to comply with directions may result in lower score and may eliminate a submittal from consideration. Protests based on alleged improprieties or ambiguities in a solicitation may be disallowed at the discretion of the Contracting Agency if the protest is not received in writing at least ten Agency work days prior to the Submittal Deadline (AS 36.30.565).

[ ] 2. Review Part A - RFP and the proposed Statement of Services and any other attached or referenced materials. If no Statement of Services is attached, telephone the Agency contact person identified on page 1 of Part A.

[ ] 3. Review Part C - Evaluation Criteria. Read each criterion in light of the proposed Statement of Services. Note any project specific criteria which may have been added or any changes to standard criteria descriptions which may have been made. Be aware of the assigned weight for each criterion. If a weight is not entered for any criterion on Part C, notify the Agency contact person. Plan your proposal to address the applicable criteria. Criteria Responses shall not exceed the number of pages stated below. **Note:** If weight is applied to Criterion #11, MBE/WBE Preference, that box must be checked on page 1 of Part D, rfp-d.

[ ] 4. Prepare a distinct Response for each criterion that has a weight more than zero. Failure to respond directly to any criteria weighted more than zero will result in an evaluation score of zero for that criteria. Any Responses to criteria weighted zero will be disregarded. Acceptable Responses must be specific and directly related to the Contracting Agency's proposed Statement of Services. Marketing brochures, federal SF330s, marketing resumes, and other non-project specific materials will be discarded without evaluation and should not be submitted.

[ ] 5. ***Each criterion Response must be titled, numbered and assembled in the order in which the criteria are listed in Part C***, so the criterion to which information applies shall be plainly evident. Material not so identified or assembled may be discarded without evaluation.

[ ] 6. Price ☐ is ☒ is not an evaluation criterion for the proposed contract.

If Price is a Criterion, prepare ***Billing Rates and/or Price Proposals*** as described in Criteria #12 and/or #13.

[ ] 7. Complete all entries on Part D - Proposal Form. Note the statutory requirements for Alaska business licenses and professional registrations, and be sure to sign and date the Certification. Copies of licenses and registrations may be provided with submittal, and will not count in the requirements of #8 below.

[ ] 8. Attach Criteria Responses (***except any Billing Rates or Price Proposals***) to Part D - Proposal Form. The maximum number of attached pages (***each printed side equals one page***) for Criteria Responses shall not exceed: **See RFP Part C**. Attached page limit does not include the four-page Part D - Proposal Form, or any Billing Rates or Price Proposals.

Criteria Responses shall be presented in ***8-1/2" X 11" format***, except for a minimal number of larger sheets (e.g., 11" x 17") that may be used (e.g., for schedules).

CAUTION: Criteria Responses which do not comply with the required page limit or presentation size, may result in disqualification. Further, small print or typeface that is difficult to read may negatively influence evaluation of your submittal and affect scoring for "Quality of Proposal."

CHECKLIST IS CONTINUED NEXT PAGE

PART

B

[ ] 9. Cover Letter:

Offerors must include a 1 page cover letter that provides a brief high level overview of the offerors firm. The cover letter must include a statement that the offeror meets Request for Proposal, Statement of Services, Appendix B, section 1.3 Minimum Requirements.

[ ] 10. Parts A, B and C of Form 25A270 and the proposed Statement of Services shall not be returned to the Contracting Agency. ***Submittals shall consist of the following applicable items assembled as follows and in the order listed:***

[ ] 10.1 Completed Part D - Proposal Form (generally at least one copy with original signature) and Responses to all evaluation criteria -- ***except Billing Rates, Price Proposals*** – attached.

[ ] 10.2 Number of copies of Part D (***all pages***) and Criteria Responses (***except Billing Rates, and Price Proposals***) required is: **1 PDF**

[ ] 10.3 If ***Billing Rates and/or Price Proposals*** are required, ***one PDF copy*** in accordance with the Part A Return Instructions. Each ***Billing Rates or Price Proposal*** must be signed and dated by the person who prepares it (may be different signatures for each Subcontractor).

[ ] 10.4 N/A

[ ] 10.5 N/A

[ ] 10.6 **CAUTION:** If you replicate (other than by photocopy) Part D or any form in lieu of completing the forms provided by the Contracting Agency, provide a signed certification that lists such forms and attests that they are exact replicas of that issued by the Contracting Agency. Changed forms may result in rejection at the Contracting Agency's discretion. Any alteration – other than completion of the required entries – may be cause for rejection without recourse.

[ ] 11. Deliver submittals in accordance with Part A - RFP. Proposals must be received prior to the specified date and time. Late proposals will not be opened (2 AAC 12.250).

PART C

EVALUATION CRITERIA

Criteria with a weight of zero are not applicable and should be disregarded. If a weight is not indicated for any criterion, telephone the Agency Contact person identified at the top of page 1 of Part A - RFP.

SECTION I – TECHNICAL PROPOSAL

1. Project Understanding — 1. Weight: 15

Page limit: 1 page

Responses must demonstrate comprehension of the objectives and services for the proposed contract. Do not merely duplicate the Statement of Services provided with this RFP. Additionally, consider if the Statement of Services is sufficiently explicit; if expressed or implied schedules are attainable/economically feasible; and if the overall approach will achieve the desired outcome. Explain any issues identified and propose solutions. Define any assumptions made in formulating responses to the evaluation criteria described herein. Describe any identified or perceived risks that could negatively impact achievement of the stated or implied goals.

2. Project Approach — 2. Weight: 20

Page limit: 2 page

Responses must outline the methods for accomplishing the proposed contract objectives, or if the methodology is contained in the proposed Statement of Services address its adequacy. Describe your firm's approach to executing and managing the project. Describe what, when, where, how, and in what sequence the work will be done. Highlight any unique elements of the approach and explain how they will improve project outcomes. Explain if your firm is able to accomplish the project based on the department's schedule in RFP Statement of Services, Appendix B, section 1.6 Project Schedule. Explain if any overtime hours would be needed to complete the project and to meet the department's proposed schedule.

3. Project Manager Experience — 3. Weight: 20

Page limit: 3 pages

Describe the qualifications and experience of the proposed Project Manager in all required aspects of the proposed project. In addition to an overall description, provide a list of relevant experiences. Depending upon the project scope of work, examples may include "Construction Administration," "Construction Management," "Design of Public Water System Infrastructure in Rural Alaska," "Groundwater/Hydrogeology Study," "Design of Wastewater Systems in Rural Alaska," or any other relevant experience to the proposed contract. List relevant experience on a per project basis and provide the information outlined below for each project. Formatting is flexible but all requested elements must be provided for each project experience.

Experience 1. _____(fill in type of experience):

a) Project title;
b) Project description;
c) Project start and end dates;
d) Client name, telephone number and email address.

4. Project Team Qualifications and Experience — 4. Weight: 20

Page limit: 8 pages

Describe the qualifications and experience of the proposed project team that will directly work on the project. Identify each proposed team member and their role. Offerors must include all personnel acting in "responsible charge" (reference AS 08.48) for all Architectural, Engineering, Land Surveying, and Landscape Architecture functions and provide their Alaska Professional Registration license number.

Introduce the project team, including any sub-consultants, by providing one or two paragraphs about each key team member, summarizing their qualifications and relevant project experience to the proposed contract work. Provide a chart that shows the organization structure and lines of authority of the project team.

For Construction Management projects, include the superintendent as a member of the project team, or, alternatively, state that the superintendent is not pre-identified and describe what experience and qualifications would be ideal for a superintendent overseeing the proposed contract work. The project team shall not include any workers who would engage in construction beyond overseeing and directing work. Offerors should provide narrative statements describing the project team's experience with managing force account labor, cost and schedule controls, quality assurance and quality control, procurement, and project closeout activities.

Offerors may provide resumes (2-page maximum per team member) for the project manager and key staff as an attachment that does not count towards the technical proposal page count. The resumes must only provide relevant project experience of the individual.

C

List relevant experience for each team member including the following information for each. Formatting is flexible but all requested elements must be listed for each project experience.

Experience 1:_____(name the type of experience, i.e. "construction management," "construction administration," "geotechnical investigation," design of rural water/wastewater infrastructure," etc.)

a) Project title;
b) Project description;
c) Project start and end dates;
d) Client name, telephone number and email address.

5. Workload, Resources, and Quality Control — 5. Weight: 15

Page limit: 2 pages

Describe the capacity of staff that will work on the project. Offerors may choose to provide a narrative description of personnel availability and/or provide a table that details the estimated availability of project staff who will work on the project. Offerors may: (1) discuss current and potential time commitments of your proposed Project Staff to all clients and (2) demonstrate adequate support personnel, facilities and other resources to provide the services required.

Include in your response a description of your firm's quality control process and how this process has affected the quality of your deliverables. Use specific examples.

6. Quality of Proposal — 6. Weight: 5

Page limit: N/A

Offerors do not respond to this criterion. Committee members will rate this criterion based on their perception of the clarity, completeness and presentation of submittal. Note: This criterion is **NOT** used to evaluate color, graphics or other visual techniques except as they may detract from legibility.

7. Custom Criteria – TBD — 7. Weight: 0

If no description is provided here, and if the weight is set at zero, offers may consider this criterion unused.

8. Custom Criteria – TBD — 8. Weight: 0

If no description is provided here, and if the weight is set at zero, offers may consider this criterion unused

PART C

SECTION II - PREFERENCES

9. MBE/WBE Preference – 40 CRF §33.202 — 9. Weight: 5

To be granted this preference:

Offeror must claim the MBE/WBE Preference on page one of Part D Proposal Form. In claiming the MBE/WBE Preference on page one of Part D, the Offeror is certifying that they, or subcontractor(s) meet the following requirements per 40 CFR §33.202 and/or §33.203:

In order to qualify for the Women's Business Enterprises (WBE) or Minority Business Enterprises (MBE), the business must obtain certification from any of the following organizations:

- United States Small Business Administration,
- United States Department of Transportation,
- Indian Tribal Governments,
- State/local Governments,
- Independent private organizations.

To qualify for the federal Environmental Protection Association, Disadvantaged Business Enterprises program, an entity must be certified, and such certification must meet the criteria as stipulated in 40 CFR §33.202 and/or §33.203. If a subcontractor is used to meet the preference then the offeror claiming eligibility for this preference must pledge in their proposal that the eligible subcontractor will be guaranteed the proposed work.

Offerors may provide their MBE/WBE certification number on the proposal form. If a certification number is not available then the offeror must provide a letter from the certifying agency verifying the offerors certification status within 10 days of the State's request.

Full MBE/WBE preference points (i.e., a Score of 5) will be assigned to the proposal of an Offeror who certifies (by claiming the preference on page one of Part D) that they are a MBE/WBE as described above.

No MBE/WBE preference points (i.e., a Score of 0) will be assigned to the proposal of an Offeror who does not certify (by failure to claim the preference on page one of Part D) that it qualifies as a MBE/WBE as described above.

No narrative response to this criterion is required within the Offeror's Proposal.

SECTION III - PRICE

C

Price is not an Evaluation Criterion and weights for both Criterion #10 shall be "0". State of Alaska preferences are removed from this solicitation in accordance with AS 36.30.890 and 2 CFR 200.319(c).

See item #9, under Notices in Part A – RFP, regarding statutory and regulatory provisions about price competition and item #10.3, in Part B – Submittal Checklist, regarding procedure for submittal of Billing Rates and/or Price Proposals.

CAUTION: Submittal of Offeror's or Subcontractor's "standard" rate schedules or other pricing documents which are not in required format will be non-responsive if they do not allow direct comparison with other responsive proposals.

Rates and costs proposed by the Offeror selected for contract negotiations may be investigated for reasonableness and allowability in accordance with AS 36.30.400, .420 & .480, 2 AAC 12.550 and the contract cost principles in 48 CFR Part 31. Unsupported rates and costs may be disallowed or result in termination of negotiations, or contract award. All proposed rates and the negotiated contract rates will be public information.

10. Labor Billing Rates and Price Proposal — 10. Weight: 0

Labor billing rates and price proposal shall be submitted using the attached VSW Estimate Template (template). Subcontractor(s) shall also use this template. Offerors may request the Microsoft Excel version at any time. Otherwise, it will be provided with the Notice of Intent to Negotiate.

The Department has pre-populated some fields as an example. The offeror is responsible for entering all rates, hours, personnel and sub-tasks. Offeror may insert columns in the task tabs to include more personnel. Offerors may insert more rows to add more sub-tasks. See below and template instruction tab for more information.

Within the VSW Estimate Template, the following shall be evident:

- Official Title and First and Last Name of each staff member (including subcontractor staff) working on the project.
- The DCDL rate for each staff member.
- The indirect cost rate for the Offeror.
- The fee that will be applied to total DCDL costs and the basis by which this fee was tabulated based on the project schedule, size, duration, complexity, and special factors.
- List each task and subtask that corresponds with the scope of work stated in this RFP. The Offeror shall list all subtasks they believe are required even if they're not outlined in the scope of work.
- The estimated number of hours each staff member will allocate towards each subtask.
- If applicable, include any travel or other expense costs.
- Total hours and cost for each task (subtotal) and total hours and cost for the project (total). Note that these quantities will be calculated automatically based on other populated fields within the VSW Estimate Template.
- The fully loaded hourly rate for all staff who will work on the project. The fully loaded hourly rate shall include DCDL, indirect costs, and the DCDL-based fee. Fully loaded rates will be the basis for any work performed on a Time and Expense (T&E) basis. The fully loaded rates will be populated automatically based on the entries an Offeror makes for DCDL, the DCDL Fee Rate, and the Indirect Cost Rate.

The Department anticipates that costs for all project phases will be identified upon contract execution. Price proposals for any additional contract amendments shall comply with this section. See Compensation, Appendix C, exhibit C-1 Methods of Payment for further information.

Alaska Department of Environmental Conservation
Village Safe Water Program
PROPOSAL FORM

PART **D**

THIS FORM MUST BE THE FIRST PAGE OF PROPOSAL. Attach criteria responses as explained in Part B - Submittal Checklist. No transmittal letter or cover sheet will be used.

PROJECT

Project Numbers-State/Federal.....: 27-VSW-HPB-030
Project Title .....: Hooper Bay Lagoon and Force Main Construction Management and
..... Engineering Services
RFP No.....: 27-VSW-HPB-030

OFFEROR (CONTRACTOR)

Contractor.....:

Street.....:
P.O. Box.....:
City, State, Zip.....:
Alaska Business License Number .....:
Federal Tax Identification No. .....:
DOT&PF DBE Certification No. (if any) .....:
Individual(s) to sign contract .....:
Title(s) .....:
Type of business enterprise (check one).....: [ ] Corporation in the state of . :
[ ] Individual [ ] Partnership [ ] Other(specify) ..... :

FEDERAL FUNDING PREFERENCES

Check the applicable preferences that you claim for the proposed contract (reference Part C Section II - Preferences):
[ ] MBE / WBE Preference

PROPOSED SUBCONTRACTOR(S)

Service, Equipment, etc.	Subcontractor & Office Location	AK Business License No.	DOT&PF DBE Certification No.

CERTIFICATIONS

I certify: that I am a duly authorized representative of the Contractor; that this Submittal accurately represents capabilities of the Contractor and Subcontractors identified herein for providing the services indicated; and that the requirements of the Certifications on pages 2 through 4 of this Part D for 1) Alaska Licenses/Registrations, 2) Insurance, 3) Federal-Aid Contracts exceeding $100,000, 4) Cost and Pricing Data, 5) Trade Restrictions/Suspension/Debarment, 6) Foreign Contracting, 7) DBE Commitment, 8) Former Public Officer, 9) Telecom Prohibition, and 10) Clean Air Act – will be complied with in full. These Certifications are material representations of fact upon which reliance will be placed if the proposed contract is awarded. Failure to comply with these Certifications is a fraudulent act. The Contracting Agency is hereby authorized to request any entity identified in this proposal to furnish information deemed necessary to verify the reputation and capabilities of the Contractor and Subcontractors. This proposal is valid for at least ninety days.

Signature.....: _____
Name .....: Date:
Title .....: Telephone (voice):
(fax):
Email Address:

PART

D

CERTIFICATION FOR ALASKA BUSINESS LICENSES AND REGISTRATIONS

Contractor and all Subcontractors shall comply with the following applicable requirements of Alaska Statutes:

1. **Alaska Business License** (Form 08-070 issued under AS 43.70) at the time contract is awarded as required by AS 36.30.210(e) for Contractor and all Subcontractors. In accordance with Administrative Manual, Section 81.120, proof of application for an Alaska Business license will satisfy this requirement. Per AAM 81.120, acceptable evidence that the offeror possesses a valid Alaska business license consists of any one of the following:
   a. Copy of the Alaska business license.
   b. A canceled check that demonstrates payment for the Alaska business license fee.
   c. A copy of the Alaska business license application with a receipt stamp from the State's business license office.
   d. A sworn notarized affidavit that the bidder/offeror applied and paid for the Alaska business license.
   e. Other forms of evidence acceptable to the Department of Law.

2. **Certificate of Registration** for each individual to be in "responsible charge" (AS 08.48.341(11-14)) for Architecture, Engineering, Land Surveying, or Landscape Architecture (Form 08-2407 issued under AS 08.48.211) issued prior to submittal of proposal. Associates, consultants, or specialists under the supervision of a registered individual in "responsible charge" are exempt from registration requirements (AS 08.48.331).

3. **Certificate of Authorization for Corporations, Limited Liability Companies, and Limited Liability Partnerships** for Contractors and Subcontractors for Architecture, Engineering, Land Surveying, or Landscape Architecture (Form 08-2407 issued under AS 08.48.241). Entities offering to provide Architectural, Engineering or Land Surveying services do not need to be registered for such disciplines at the time proposal is submitted provided they obtain registration prior to contract award (AS 08.48.241).

4. **Certificate of Incorporation** (Alaska firms) or **Certificate of Authorization for Foreign Firm** ("Out-of-State" firms). All corporations, regardless of type of services provided, must have one of the certificates (AS 10.06.218 and other sections of Title 10.06 - Alaska Corporations Code).

5. **Current Board of Director's Resolution** for incorporated Contractors and incorporated Subcontractors for Architecture, Engineering, Land Surveying or Landscape Architecture (reference AS 08.48.241) that names the person(s) designated in "responsible charge" for each discipline. Such persons shall be licensed in Alaska and shall participate as project staff in the Contract/Subcontracts.

6. **All partners** in a Partnership to provide Architectural, Engineering, Land Surveying, or Landscape Architecture **must be legally registered in Alaska** prior to submittal of proposal for at least one of those disciplines (AS 08.48.251) which the Partnership offers.

7. **Joint Ventures**, regardless of type of services provided, must be licensed/registered in the legal name of the Joint Venture as used in this proposal (AS 43.70.020 and 43.70.110(4)).

8. **Contracts for Architecture, Engineering, Land Surveying, or Landscape Architecture** may not be awarded to individuals, corporations or partnerships not in compliance, respectively, with the provisions of paragraph 2, 3, and 6, above (AS 36.90.100).

For information about licensing, Offerors may contact the Alaska Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing at P.O. Box 110806, Juneau, AK 99811-0806, or at Telephone (907) 465-2550, or at Internet address: https://www.commerce.alaska.gov/web/cbpl

CERTIFICATION FOR INSURANCE

Contractor will ensure that it and all Subcontractors have insurance coverage to effectuate the requirements of DOT&PF Form 25A269, Indemnification and Insurance.

CERTIFICATION FOR FEDERAL-AID CONTRACTS EXCEEDING $100,000

The individual signing this proposal certifies to the best of his or her knowledge and belief, that:

(1) No federal appropriated funds have been paid, by or on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Contractor shall complete and submit Standard Form-LLL, Disclosure of Lobbying Activities, in accordance with its instructions. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

This certification is a material representation of fact upon which reliance will be placed if the proposed contract is awarded. Submission of this certification is a prerequisite for making or entering into the proposed contract imposed by Section 1352, Title 31, U.S. Code. The Contractor also agrees by submitting this proposal that Contractor shall require that the language of this certification be included in all lower tier subcontracts which exceed $100,000 and that all such Subcontractors shall certify and disclose accordingly.

CERTIFICATION – COST AND PRICING DATA

In accordance with AS 36.30.400, any cost and pricing data submitted herewith, or in any future price proposals for the proposed contract, will be accurate, complete and current as of the date submitted and will continue to be accurate and complete during the performance of the contract, if awarded.

The Contractor certifies that all costs submitted in a current or future price proposal are allowable In accordance with the cost principles of the Federal Acquisition Regulations of Title 48, Code of Federal Regulations (CFR), Part 31 and that the price proposal does not include any costs which are expressly unallowable under the cost principles of the FAR of 48 CFR 31. In addition, all known material transactions or events that have occurred affecting the firm's ownership, organization and indirect costs rates have been disclosed.

CERTIFICATION – TRADE RESTRICTIONS AND SUSPENSION AND DEBARMENT

The individual signing this proposal certifies to the best of his or her knowledge that the Contractor and any subcontractors are in compliance with DOT&PF 25A262 Appendix A, General Conditions, Article A25 and Article A26.

CERTIFICATION - FOREIGN CONTRACTING

By signature on this solicitation, the offeror certifies that all services provided under this contract by the contractor and all subcontractors shall be performed in the United States. If the offeror cannot certify that all work is being performed in the United States, the offeror must contact the Contracts Officer to request a waiver at least 10 days prior to proposal deadline. The offeror must provide with their submission a detailed description of the portion of work being performed outside the United States, where, by whom, and the reason the waiver is necessary. Failure to comply with this requirement may cause the state to reject the bid or proposal as non-responsive, or cancel the contract.

CERTIFICATION – DBE COMMITMENT

For federal-aid projects with DBE goals: if the Contractor submits a utilization report that proposes to use certified DBE's in the performance of work, the Contractor certifies that every effort will be made to meet or exceed the proposed percentage.

In addition, the Contractor certifies that a Consultant Registration form shall be submitted to the DBE/Civil Rights Office for their firm and each subconsultant prior to award.

CERTIFICATION – FORMER PUBLIC OFFICER

Any proposer listing as a member of the proposer's team a current public officer or a former public officer who has left state service within the past two years must submit a sworn statement from that individual that the Alaska Executive Branch Ethics Act does not prohibit his or her participation in this project. If a proposer fails to submit a required statement, the proposal may be deemed nonresponsive or nonresponsible, and rejected, depending upon the materiality of the individual's proposed position.

The Ethics Act bars a public officer who leaves State service from representing, advising or assisting a person for compensation regarding a matter that was under consideration by the administrative unit in which the officer served, and in which the officer participated personally and substantially through the exercise of official action, for two years after leaving state service. See AS 39.52.180(a). "Public officer" includes a state employee, a member of a state board and commission, and a trustee of the Exxon Valdez Oil Spill Trust. "Official action" means a recommendation, decision, approval, disapproval, vote, or other similar action or inaction. Possible remedies for violating the bar include penalties against the former public officer and voiding the state grant, contract or lease in which the former public officer is involved.

Additionally, former public officers may not disclose or use information acquired in the course of their official duties that could in any way result in a benefit to the former public officers or their families, if the information has not been disseminated to the public or is confidential by law, without appropriate authorization. *See* AS 39.52.140.

Each current or former public officer is responsible for determining whether he or she may serve in the listed capacity on this project without violating the Ethics Act. A form that a former public officer may use to certify their eligibility is attached. Current public officers may seek advice from their designated ethics supervisors concerning the scope and application of the Ethics Act. Former public officers may, in writing, request advice from the Office of the Attorney General, Ethics Attorney concerning the application of the Ethics Act to their participation in this project. It is the responsibility of the individual and the proposer to seek resolution in a timely manner of any question concerning the individual's eligibility.

PROHIBITION ON CERTAIN TELECOMMUNICATION AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

On projects using federal funds, the Contractor shall comply with the requirements of 2 CFR 200.216, as amended effective August 13, 2020, Federal Register, Vol. 85, No. 157, 49506 - 49582, **Prohibition on certain telecommunication and video surveillance services or equipment.**

By signature of this solicitation, the Contractor certifies the Contractor and subcontractors have not entered into a contract nor extended or renewed a contract to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system produced by:

a. Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
b. Hera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

c. Any entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

The Contractor shall further certify that it has complied the requirements of 2 CFR 200.216, as amended effective August 13, 2020, Federal Register, Vol. 85, No. 157, 49506- 49582 and that it will continue to do so throughout the term of the Contract.

Clean Air Act

The contractor and subcontractors shall comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

RFP #_____

Former Employee's Certification of Eligibility
Under the Alaska Executive Branch Ethics Act
(AS 39.52.140, AS 39.52.180)

I am a former employee of the State of Alaska and left state service within the last two years. My last position with the state was [*job title*] with the [*name of state agency and administrative unit*]. I propose to work on [*describe state contract or other matter*] on behalf of [*name of current employer*]. This work will not involve any matter (a) that was under consideration by the state administrative unit that I served, and (b) in which I participated personally and substantially during my state service through the exercise of official action ("official action" means a recommendation, decision, approval, disapproval, vote, or other similar action or inaction). I am therefore eligible to participate in this [*contract or matter*] under the Alaska Executive Branch Ethics Act. I also understand that as a former public officer I may not disclose or use information acquired in the course of my official duties that could in any way result in a benefit to me or my family, if the information has not been disseminated to the public, or that is confidential by law, without appropriate authorization.

I certify under penalty of perjury that the foregoing is true.

Dated: _____, 20__, at _____, Alaska.

_____
[*name of former state employee*]

STATE OF ALASKA)
) ss.
_____ JUDICIAL DISTRICT)

On this _____ day of _____, 20__, [*name of former state employee*], whom I know to be the individual described in and who executed this certification, personally appeared before me and acknowledged that [s]he signed the certification as [her or his] free and voluntary act.

IN WITNESS WHEREOF, I have placed my signature and affixed my official seal.

_____
Notary Public in and for Alaska
My commission expires: _____

If no notary or other official (judge, magistrate, U.S. postmaster or municipal clerk) is available, omit the notary certificate and include the following statement in the text: A notary or other official empowered to administer oaths is unavailable.

PROFESSIONAL SERVICES AGREEMENT

Agreement No: 27-VSW-HPB-030
IRIS Program No: N/A
Federal Project No: N/A

Project Title: Hooper Bay Lagoon and Force Main Construction Management and Engineering Services

To this Agreement between **THE STATE OF ALASKA, DEPARTMENT OF ENVIRONMENTAL CONSERVATION, VILLAGE SAFE WATER PROGRAM**

hereafter the CONTRACTING AGENCY, and

hereafter the CONTRACTOR, effective on the last date executed by its parties, in consideration of the terms, conditions and promises of Articles 1 through 7 in this document, the parties hereby agree.

CONTRACTOR

Signature: _____ Date
Name:
Title:

Signature: _____ Date
Name:
Title:

CONTRACTING AGENCY

Contract Manager

Signature: _____ Date
Name:
Title:

Contracting Officer

Signature: _____ Date
Name:
Title: Procurement Specialist

ARTICLE 1 - PURPOSE

1.1 The purpose of this contract is for the contractor to provide Construction Management services for the construction of the Hooper Bay Lagoon and Force Main in accordance with the attached 95% Design plan set. See Appendix B Statement of Services for more information.

ARTICLE 2 - COMPENSATION

2.1 The maximum amount payable under this Agreement as set out in Appendix C, shall not exceed:

$

ARTICLE 3 - PERIOD OF PERFORMANCE

3.1 CONTRACTOR shall commence services under this Agreement as authorized by written *Notice(s) to Proceed* and shall complete the services in accordance with any time schedule required by Appendices. This Agreement is of no force or effect until executed by the CONTRACTOR and the CONTRACTING AGENCY and no services shall be undertaken or performed until a Notice to Proceed is issued.

3.2 The Period of Performance under this Agreement shall end: **6/30/2030**

ARTICLE 4 - APPENDICES

4.1 The following Appendices are attached to this document and incorporated herein:

Appendix	Title	Date Prepared	No. Pages
A	General Conditions, Form 25A262		
B	Statement of Services		
C	Compensation, Form 25A280, plus Exhibits:		
D	Indemnification & Insurance, Form 25A269, plus Certificates of Insurance (for the prime CONTRACTOR)		
E	Certification of Compliance		
F	Contractor's Proposal		

ARTICLE 5 - CONTRACTING AGENCY DATA

Office Address

Street: 555 Cordova Street
PO Box:
City, State, Zip: Anchorage, AK 99501
Phone-Voice: (907) 334-2638
Phone-FAX:
Email: april.akers@alaska.gov

Appeals Officer: Commissioner, DEC
Authorization: AS 46.07.040

Funding Source: **Federal**

☒ State ☐ IHS
☒ EPA ☐ Other: _____

(Check all that apply)

ARTICLE 6 - CONTRACTOR DATA

Manager:
Title: Member

Alaska Business License No.:
Federal Tax Identification No.:

Office Address

Street:
PO Box:
City, State, Zip:
Phone-Voice:
Phone-FAX:
Email:

Type of Firm

☐ Individual ☐ Partnership
☐ Corporation in state of:
Other (specify):

ARTICLE 7 - SUBCONTRACTORS

7.1 CONTRACTOR shall perform all professional services required under this Agreement except as may be performed by the Subcontractors listed below or as may be allowed under Appendix A, Article A19.

Service or Engineering Discipline	Subcontractor

GENERAL CONDITIONS
APPENDIX A

PSA No:27-VSW-HPB-030
Date Prepared: 11/18/2026

INDEX

Article Number and Title
A1 Definitions
A2 Information and Services from Others
A3 Hold Harmless
A4 Insurance
A5 Occupational Safety and Health
A6 Equal Employment Opportunity
A7 Payments to the CONTRACTOR
A8 Changes
A9 Audits and Records
A10 CONTRACTING AGENCY Inspections
A11 Termination or Suspension
A12 Officials Not to Benefit
A13 Independent CONTRACTOR
A14 Proselytizing
A15 Covenant against Contingent Fees
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A22 Taxes
A23 Governing Law
A24 Federal Aid Certification (Highways)
A25 Trade Restrictions
A26 Suspension and Debarment
A27 Additional Provisions

ARTICLE A1
DEFINITIONS

A1.1 Additional or Extra Services – Services, work products or actions required of the CONTRACTOR above and beyond provisions of the Agreement.

A1.2 Agreement – This Professional Services Agreement and its appendices that outline the terms and conditions regarding Contractor's services during the authorized period of performance.

A1.3 Amendment – A written change to this Agreement.

A1.4 Change – A revision in services, complexity, character, or duration of the services or provisions of this Agreement.

A1.5 Commissioner – Commissioner of DEC.

A1.6 CONTRACTING AGENCY – The Department of Environmental Conservation (DEC).

A1.7 Contracting Officer – The individual or a duly appointed successor designated as the official representative to administer contracts for the CONTRACTING AGENCY.

A1.8 CONTRACTOR – The firm (person or any business combination) providing services.

A1.9 Contractor's Manager – The CONTRACTOR's representative in responsible charge of the project(s) and directly answerable for the required services.

A1.10 Contract Manager – CONTRACTING AGENCY's representative and the CONTRACTOR's primary point of contract with the CONTRACTING AGENCY.

A1.11 Contracts Officer – CONTRACTING AGENCY's representative within the Contracts/Professional Services section.

A1.12 Funding Agency – An agency of a Federal, State, Political subdivision, or Local Government which furnishes funds for the CONTRACTOR's compensation under this Agreement and which may have established regulations and requirements binding upon the CONTRACTING AGENCY and the CONTRACTOR.

A1.13 Notice to Proceed (NTP) – Written authorization from the CONTRACTING AGENCY to the CONTRACTOR to provide all or specified services in accordance with an existing Agreement.

A1.14 Statement of Services – Services and work products required of the CONTRACTOR by this Agreement.

A1.15 Subcontractor – CONTRACTOR engaged to provide a portion of the services by subcontract with the firm which is a party to this Agreement.

ARTICLE A2
INFORMATION AND SERVICES FROM OTHERS

A2.1 The CONTRACTING AGENCY may, at its election or in response to a request from the CONTRACTOR, furnish information or services from other contractors. If, in the CONTRACTOR's opinion, such information or services is inadequate, the CONTRACTOR must notify the CONTRACTING AGENCY of the specific service or material deemed inadequate and the extent of the inadequacy prior to use in the performance of this Agreement. The CONTRACTING AGENCY will then evaluate and resolve the matter in writing. Unless so notified by the CONTRACTOR, the CONTRACTING AGENCY may assume the information or services provided are adequate.

ARTICLE A3
HOLD HARMLESS

A3.1 See Appendix D, "Indemnification and Insurance".

ARTICLE A4
INSURANCE

A4.1 See Appendix D, "Indemnification and Insurance".

ARTICLE A5
OCCUPATIONAL SAFETY AND HEALTH

A5.1 The CONTRACTOR and its Subcontractors shall observe and comply with the Federal Occupational Safety and Health act of 1970 and with all safety and health standards promulgated by the Secretary of Labor under authority thereof and with all State of Alaska Occupational Safety and Health Laws and regulations.

ARTICLE A6
EQUAL EMPLOYMENT OPPORTUNITY

A6.1 The CONTRACTOR shall comply with the following applicable laws and directives and regulations of the CONTRACTING AGENCY which effectuate them; all of which are incorporated herein by reference:

Title VI of Federal Civil Rights Act of 1964;

Federal Executive Order 11625 (Equal Employment Opportunity);

Title 41, Code of Federal Regulations, Part 60 (Equal Employment Opportunity);

Title 49 Code of Federal Regulations, Part 21 (Discrimination);

Title 49, Code of Federal Regulations, Part 26 (Minority Business Enterprises);

Office of Management and Budget (OMB) circular 102, Attachment O (Procurement Standards);

Alaska Statute (AS) 18.80.200-300 (Discrimination).

A6.2 The CONTRACTOR may not discriminate against any employee or applicant for employment because of race, religion, color, national origin, age, physical disability, sex, or marital status, change in marital status, pregnancy or parenthood when the reasonable demands of the position do not require distinction on such basis. The CONTRACTOR shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, religion, color, national origin, age, physical disability, sex, or marital status. This action must include, but need not be limited to, the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship. The CONTRACTOR shall post in conspicuous places, available employees and applicants for employment, notices setting out the provisions of this paragraph.

A6.3 The CONTRACTOR shall state, in all solicitations or advertisements for employees to work in performance of this Agreement, that it is an equal opportunity employer and that all qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, age, physical disability, sex, or marital status.

A6.4 The CONTRACTOR shall send to each labor union or representative or workers with which the CONTRACTOR has a collective bargaining Agreement or other contract or understanding a notice advising the labor union or workers' representative of the CONTRACTOR's commitments under this article and post copies of the notice in conspicuous places available to all employees and applicants for employment.

A6.5 In the event the CONTRACTOR subcontracts any part of the services to be performed under this Agreement, the CONTRACTOR agrees to make good faith efforts to utilize Disadvantaged Business Enterprises, to affirmatively solicit their interest, capability and prices and to furnish documentation of the results of all such direct contacts on forms provided by or acceptable to the CONTRACTING AGENCY.

A6.6 The CONTRACTOR shall make, keep and preserve such records necessary to determine compliance with equal employment opportunity obligations and shall furnish required information and reports. All records must be retained and made available in accordance with Article A9, Audits and Records.

A6.7 The CONTRACTOR shall include the provisions of this article in every contract, and shall require the inclusion of these provisions in every contract entered into by any of its Subcontractors, so that these provisions will be binding upon each Subcontractor.

ARTICLE A7
PAYMENTS TO THE CONTRACTOR

A7.1 Payments shall be based on approved CONTRACTOR's invoices submitted in accordance with this article and the provisions of Appendix C. The sum of payments shall not exceed allowable compensation stated in Notice(s) to Proceed and no payments shall be made in excess of the maximum allowable total for this Agreement.

A7.2 The CONTRACTING AGENCY will exert every effort to obtain required Funding Agency approvals and to issue authorizations in a timely manner. CONTRACTOR shall not perform any services without a Notice to Proceed therefore. Accordingly, the CONTRACTING AGENCY will not pay the CONTRACTOR for services or associated reimbursable costs performed outside those which are authorized by a Notice to Proceed.

A7.3 CONTRACTOR's invoices shall be submitted when services are completed or monthly, for months during which services are performed, as applicable, in a format provided by or acceptable to the CONTRACTING AGENCY.

A7.4 In the event items on an invoice are disputed, payment on those items will be held until the dispute is resolved. Undisputed items will not be held with the disputed items.

A7.5 The CONTRACTOR shall submit a final invoice and required documentation within 90 days after final acceptance of services by the CONTRACTING AGENCY. The CONTRACTING AGENCY will not be held liable for payment of invoices submitted after this time unless prior written approval has been given. Total payment of all Subcontractors and satisfactory compliance with Article A22, Taxes, are conditions precedent to final payment.

ARTICLE A8
CHANGES

A8.1 Changes (including "Supplemental Agreements") in the period of performance, general conditions, statement of services, or other provisions established by this Agreement may be made by written Amendment only. If such changes cause an increase or a decrease in the CONTRACTOR's cost, an equitable adjustment shall be made and specified in the Amendment. The CONTRACTOR shall not perform any additional or extra services prior to receiving a fully executed copy of an Amendment and a Notice to Proceed, except as the CONTRACTOR may be directed under the provisions of Article A20, Claims and Disputes.

A8.2 If at any time the CONTRACTING AGENCY through its authorized representatives, either verbally or in writing, requests or issues instructions for Additional or Extra Services or otherwise directs actions which conflict with any provision of this Agreement, the CONTRACTOR shall, within 30 days of receipt and prior to pursuing such instructions, so notify the CONTRACTING AGENCY in writing, and to the extent possible, describe the services and estimated cost of any Additional or Extra Services. The CONTRACTING AGENCY will then evaluate and, if appropriate, negotiate an Amendment. Unless so notified by the CONTRACTOR, the CONTRACTING AGENCY will conclude such instructions have not changed any provisions of this Agreement nor require additional compensation. No additional payments shall be made to the CONTRACTOR without such notice.

ARTICLE A9
AUDITS AND RECORDS

A9.1 The CONTRACTOR shall maintain records of performances, communications, documents, correspondence and costs pertinent to this Agreement and the Funding or CONTRACTING AGENCY's authorized representatives shall have the right to examine such records and accounting procedures and practices.

A9.2 The Funding or CONTRACTING AGENCY's authorized representatives shall have the right to examine all books, records, documents and other data of the CONTRACTOR related to the negotiation, pricing and performance of this Agreement and any modification or change for the purpose of evaluating the accuracy, completeness and currency of the data submitted. The right of examination shall extend to all documents necessary to permit adequate evaluation of the data, computations and projections used.

A9.3 The materials described in this article shall be made available at a business office of the CONTRACTOR at all reasonable times for inspection, audit or reproduction, for a minimum of 3 years from the date of any resulting final settlement.

A9.3.1 If this Agreement is completely or partially terminated, records relating to the services terminated shall be made available for a minimum of three (3) years from the date of any termination or resulting final settlement, whichever is later.

A9.3.2 Records which relate to appeals under Article A20, Claims and Disputes, or litigation or the settlement of Claims arising out of the performance of this Agreement shall be made available until such appeals, litigation or Claims have been concluded.*

ARTICLE A10
CONTRACTING AGENCY INSPECTIONS

A10.1 The CONTRACTING AGENCY has the right to inspect, in the manner and at reasonable times it considers appropriate during the period of this Agreement, all facilities and activities of the CONTRACTOR as may be engaged in the performance of this Agreement.

ARTICLE A11
TERMINATION OR SUSPENSION

A11.1 This Agreement may be terminated by either party upon 10 days written notice if the other party fails substantially to perform in accordance with its terms through no fault of the party initiating the termination (default termination). If the CONTRACTING AGENCY terminates this Agreement, the CONTRACTING AGENCY will pay the CONTRACTOR a sum equal to the percentage of work completed that can be substantiated in whole or in part either by the CONTRACTOR to the satisfaction of the CONTRACTING AGENCY or by the CONTRACTING AGENCY. If the CONTRACTING AGENCY becomes aware of any non-conformance with this Agreement by the CONTRACTOR, the CONTRACTING AGENCY will give prompt written notice thereof to the CONTRACTOR. Should the CONTRACTOR's services remain in non-conformance, the percentage of total compensation attributable to the nonconforming work may be withheld.

A11.2 The CONTRACTING AGENCY may at any time terminate (convenience termination) or suspend this Agreement for its needs or convenience. In the event of a convenience termination, or suspension for more than 3 months, the CONTRACTOR will be compensated for authorized services and authorized expenditures performed to the date of receipt of written notice of termination or suspension plus reasonable expenses. No

fee or other compensation for the uncompleted portion of the services will be paid except for already incurred indirect costs which the CONTRACTOR can establish and which would have been compensated for over the life of this Agreement, but because of the termination or suspension would have to be absorbed by the CONTRACTOR without further compensation.

A11.3 If federal funds support this Agreement, settlement for default or convenience termination must be approved by the Funding Agency.

A11.4 In the event of termination or suspension, the CONTRACTOR shall deliver all work products, reports, estimates, schedules and other documents and data prepared pursuant to this Agreement to the CONTRACTING AGENCY.

ARTICLE A12
OFFICIALS NOT TO BENEFIT

A12.1 No member of or delegate to Congress, United States Commissioner or other officials of the Federal, State, Political subdivision or Local Government shall be admitted to any share or part of this Agreement or any benefit to arise therefrom.

ARTICLE A13
INDEPENDENT CONTRACTOR

A13.1 The CONTRACTOR and its agents and employees shall act in an independent capacity and not as officers or agents of the CONTRACTING AGENCY in the performance of this Agreement except that the CONTRACTOR may function as the CONTRACTING AGENCY's agent as may be specifically set forth in this Agreement.

A13.2 Any and all employees of the CONTRACTOR, while engaged in the performance of any work or services required by the CONTRACTOR under this Agreement, shall be considered employees of the CONTRACTOR only and not of the CONTRACTING AGENCY and any and all Claims that may or might arise under the Worker's Compensation Act on behalf of said employees, while so engaged and any and all Claims made by a third party as a consequence of any negligent act or omission on the part of the CONTRACTOR's employees, while so engaged on any of the services to be rendered herein, shall be the sole obligation and responsibility of the CONTRACTOR.

A13.3 This Agreement will be declared null and void should the CONTRACTING AGENCY determine that by Internal Revenue Service definitions the CONTRACTOR is an employee of the CONTRACTING AGENCY.

ARTICLE A14
PROSELYTIZING

A14.1 The CONTRACTOR agrees that it will not engage on a full or part time basis, during the period of this Agreement, any person or persons who are or have been employed by the CONTRACTING AGENCY during the period of this Agreement or during the 90 days immediately preceding the date of this Agreement except those who have been regularly retired or approved in writing by the CONTRACTING AGENCY.

ARTICLE A15
COVENANT AGAINST CONTINGENT FEES

A15.1 The CONTRACTOR shall comply with the Copeland "Anti-Kickback" Act (18 USC 874) as supplemented in Federal Department of Labor regulations (29 CFR, part 3), which are incorporated by reference and made a part of this Agreement.

A15.2 The CONTRACTOR warrants that it has not employed or retained any organization or person, other than a bona fide employee, to solicit or secure this Agreement and that it has not paid or agreed to pay any organization or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the CONTRACTING AGENCY has the right to annul this Agreement without liability or, in its discretion, to deduct from the allowable compensation the full amount of such commission, percentage, brokerage or contingent fee.

A15.3 The CONTRACTING AGENCY warrants that the CONTRACTOR or the CONTRACTOR's representative has not been required, directly or indirectly as an express or implied condition in obtaining or carrying out this Agreement, to employ or retain, or agree to employ or retain, any organization or person or to make a contribution, donation or consideration of any kind.

ARTICLE A16
PRECEDENCE OF DOCUMENTS

A16.1 Components of this Agreement shall stand and prevail in the following order: Agreement over General Conditions; General Conditions over Statement of Services: Statement of Services over Basis of Compensation; Basis of Compensation over any appendices beyond Appendix C.

A16.2 If a "Request for Proposal" (RFP) and/or a proposal are appended to this Agreement, the components described in paragraph A16.1 shall stand and prevail over the proposal and the proposal over the RFP.

ARTICLE A17
ENDORSEMENT ON DOCUMENTS

A17.1 Endorsements and professional seals, if applicable, must be included on all final drawings, specifications, cost estimates and reports prepared by the CONTRACTOR. Preliminary copies of such documents submitted for review must have seals affixed without endorsement (signature).

ARTICLE A18
OWNERSHIP OF WORK PRODUCTS

A18.1 Work products produced under this Agreement, except items which have pre-existing copyrights, are the property of the CONTRACTING AGENCY. Payments to the CONTRACTOR for services hereunder include full compensation for all work products produced by the CONTRACTOR and its Subcontractors and the CONTRACTING AGENCY shall have royalty free non-exclusive and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use, such work products.

A18.2 Should the CONTRACTING AGENCY elect to reuse work products provided under this Agreement for other than the original project and/or purpose, the CONTRACTING AGENCY will indemnify the CONTRACTOR and its Subcontractors against any responsibilities or liabilities arising from such reuse. Additionally, any reuse of design drawings or specifications provided under this Agreement must be limited to conceptual or preliminary use for adaptation and the original CONTRACTOR's or Subcontractor's signature, professional seals and dates removed. Such reuse of drawings and specifications, which require professional seals and dates removed, will be signed, sealed and dated by the professional who is in direct supervisory control and responsible for all adaptation.

ARTICLE A19
SUBCONTRACTORS, SUCCESSORS AND ASSIGNS

A19.1 The CONTRACTING AGENCY must concur in the selection of any person or firm that may be engaged in performance of this Agreement to provide negotiable professional or technical services, products, etc., (vs. commodity items available to the general public in stores at market prices).

A19.2 If this Agreement includes named firms or individuals, then such firms or individuals shall be employed for the designated services, unless the Agreement is changed by Amendments.

A19.3 The CONTRACTOR shall not assign, sublet or transfer any interest in this Agreement without the prior written consent of the CONTRACTING AGENCY.

A19.4 The CONTRACTOR binds itself, its partners, its Subcontractors, assignees and legal representatives to this Agreement and to the successors, assignees and legal representatives of the CONTRACTING AGENCY with respect to all covenants of this Agreement.

A19.5 The CONTRACTOR shall include provisions appropriate to effectuate the purposes of this Appendix A in all subcontracts executed to perform services under this Agreement which may exceed a cost of $25,000.

ARTICLE A20
CLAIMS AND DISPUTES

A20.1 If the CONTRACTOR becomes aware of any act or occurrence which may form the basis of a Claim by the CONTRACTOR for additional compensation or an extension of time for performance, or if any dispute arises regarding a question of fact or interpretation of this Agreement, the CONTRACTOR shall immediately inform the Contracts Officer. If the matter cannot be resolved within 7 days, the CONTRACTOR shall, within the next 14 days, submit an "Intent to Claim" in writing to the Contracts Officer.

A20.1.1 If the CONTRACTOR believes additional compensation is warranted, the CONTRACTOR shall immediately begin to keep and maintain complete, accurate and specific daily records concerning every detail of the potential Claim including actual costs incurred. The CONTRACTOR shall give the CONTRACTING AGENCY access to any such record and, when so requested, shall forthwith furnish the CONTRACTING AGENCY copies thereof.

A20.1.2 The Claim, if not resolved, shall be presented to the Contracting Officer, in writing, within 60 days following receipt of the "Intent to Claim". Receipt of the Claim will be acknowledged in writing by the Contracting Officer.

A20.1.3 The CONTRACTOR agrees that unless these written notices are provided, the CONTRACTOR will have no entitlement to additional time or compensation for such act, event or condition. The CONTRACTOR shall in any case continue diligent performance under this Agreement.

A20.2 The Claim shall specifically include the following:

A20.2.1 The act, event or condition giving rise to the Claim.

A20.2.2 The provisions of the Agreement which apply to the Claim and under which relief is provided.

A20.2.3 The item or items of project work affected and how they are affected.

A20.2.4 The specific relief requested, including Contract Time if applicable, and the basis upon which it was calculated.

A20.3 The Claim, in order to be valid, must not only show that the CONTRACTOR suffered damages or delay but that those conditions were actually a result of the act, event or condition complained of and that the Agreement provides entitlement to relief to the CONTRACTOR for such act, event, or condition.

A20.3.1 The CONTRACTING OFFICER reserves the right to make written requests to the CONTRACTOR at

any time for additional information which the CONTRACTOR may possess relative to the Claim. The CONTRACTOR agrees to provide the Contracting Officer such additional information within 30 days of receipt of such a request. Failure to furnish such additional information may be regarded as a waiver of the Claim.

A20.3.2 If the Claim is not resolved by Agreement within 90 days of its receipt, the Contracting Officer will issue a written decision to the CONTRACTOR.

A20.3.3 The CONTRACTOR shall certify that the Claim is made in good faith, that the supporting cost and pricing data are accurate and complete to the best of the CONTRACTOR's knowledge and belief, and that the amount requested accurately reflects the adjustment to the Agreement for which the CONTRACTOR believes the CONTRACTING AGENCY is liable.

A20.4 The CONTRACTOR will be furnished a written signed copy of the Contracting Officer's decision within 90 days, unless additional information is requested by the Contracting Officer. The Contracting Officer's decision is final unless, within 14 days of receipt of the decision, the CONTRACTOR delivers a written Notice of Appeal to the Commissioner designated on Page 2 of this Agreement.

A20.5 Procedures for appeals and hearings are covered under AS 36.30.625 and AS 36.30.630.

ARTICLE A21
EXTENT OF AGREEMENT

A21.1 This Agreement including appendices represents the entire and integrated Agreement between the CONTRACTING AGENCY and the CONTRACTOR and supersedes all prior negotiations, representations or Agreements, written or oral.

A21.2 Nothing contained herein may be deemed to create any contractual relationship between the CONTRACTING AGENCY and any Subcontractors or material suppliers; nor may anything contained herein be deemed to give any third party Claim or right of action against the CONTRACTING AGENCY or the CONTRACTOR which does not otherwise exist without this Agreement.

A21.3 This Agreement may be changed only by written Amendment executed by both the CONTRACTING AGENCY and the CONTRACTOR.

A21.4 All communications that affect this Agreement must be made or confirmed in writing and must be sent to the addresses designated in this Agreement.

A21.5 The CONTRACTOR on receiving final payment will execute a release, if required, in full of all Claims against the CONTRACTING AGENCY arising out of or by reason of the services and work products furnished and under this Agreement.

ARTICLE A22
TAXES

A22.1 As a condition of performance of this Agreement, the CONTRACTOR shall pay all Federal, State and Local taxes incurred by the CONTRACTOR and shall require their payment by any Subcontractor or any other persons in the performance of this Agreement.

ARTICLE A23
GOVERNING LAW

A23.1 This Agreement is governed by the laws of the State of Alaska and Federal and Local Laws and Ordinances applicable to the work performed. The CONTRACTOR shall be cognizant and shall at all times observe and comply with such laws which in any manner affect those engaged or employed in the performance, or which in any way affects the manner of performance, of this Agreement.

ARTICLE A24
FEDERAL AID CERTIFICATION
(For Agreements exceeding $100,000)

A24.1 The CONTRACTOR certifies, by executing this Agreement, to the best of his or her knowledge and belief, that:

A24.1.1 No federal appropriated funds have been paid or will be paid, by or on behalf of the CONTRACTOR, to any person for influencing or attempting to influence an officer or employees of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative Agreement, and at the extension, continuation, renewal, Amendment, or modification of any Federal contract, grant, loan, or cooperative Agreement.

A24.1.2 If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress in connection with this Federal contract, grant, loan, or cooperative Agreement, the undersigned shall complete and submit Standard Form LLL, Disclosure of Lobbying Activities, in accordance with its instructions. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

A24.2 This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code.

A24.3 The CONTRACTOR also agrees by executing this Agreement that the CONTRACTOR shall require that the language of this certification be included in all lower tier subcontracts, which exceed $100,000 and that all such subrecipients shall certify and disclose accordingly.

ARTICLE A25
TRADE RESTRICTIONS

The CONTRACTOR or Subcontractor, by submission of an offer and/or execution of a contract, certifies that it:

a. is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms published by the Office of the United States Trade Representative (USTR);
b. Has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country on said list, or is owned or controlled directly or indirectly by one or more citizens or nationals of a foreign country on said list;
c. Has not procured any product nor subcontracted for the supply of any product for use on the project that is produced in a foreign country on said list.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to a contractor or subcontractor who is unable to certify to the above. If the CONTRACTOR knowingly procures or subcontracts for the supply of any product or service of a foreign country on said list for use on the project, the Federal Aviation Administration may direct through the Sponsor cancellation of the contract at no cost to the Government.

Further, the CONTRACTOR agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in each contract and in all lower tier subcontracts. The CONTRACTOR may rely on the certification of a prospective subcontractor unless it has knowledge that the certification is erroneous.

The CONTRACTOR shall provide immediate written notice to the sponsor if the contractor learns that its certification or that of a subcontractor was erroneous when submitted by reason of changed circumstances.

This certification is a material representation of fact upon which reliance was placed when making the award. If it is later determined that the CONTRACTOR or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration may direct through the Sponsor cancellation of the contract or subcontract for default at no cost to the Government.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally posed by a prudent person in the ordinary course of business dealings.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

ARTICLE A26
SUSPENSION AND DEBARMENT

The bidder/offeror certifies, by submission of this proposal or acceptance of this contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. It further agrees by submitting this proposal that it will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts, and subcontracts. Where the bidder/offeror/contractor or any lower tier participant is unable to certify to this statement, it shall attach an explanation to this solicitation/ proposal.

ARTICLE A27
ADDITIONAL PROVISIONS

(Any deletion or modification of Articles A1 through A26 shall be approved "as to form" by the CONTRACTING AGENCY's legal section, acknowledged in writing, and attached as an Exhibit to this Appendix.)

A27.1 Contractor shall comply, and ensure subcontractors comply, with Code of Federal Regulations (CFR) 2 CFR 200.216 Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment.

A27.2 The contractor shall comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

STATEMENT OF SERVICES

APPENDIX B

VSW Project No: 27-VSW-HPB-030
Date Prepared: 11/18/2026

Hooper Bay Lagoon and Force Main Construction Management and Engineering Services

Article B1 Administrative Requirements

1.1 – General

The Contractor shall provide services as identified and authorized by sequentially numbered Notices to Proceed (NTP). The Contractor shall not perform services or incur billable expenses except as authorized by a NTP.

1.2– Definitions and Project Responsibilities

Definitions

Roles and definitions relevant to this Agreement are described in General Conditions, Appendix A, Article A1 Definitions. Additional roles and definitions are as follows:

Construction Management – The act of the Contractor managing and overseeing all construction activities and providing leadership, training, and supervision of Force Account Labor.

Force Account Labor – Laborer(s) employed by the municipal or tribal government to perform construction through a cooperative project agreement with the Department.

Community – The general area where the construction work is to be performed.

Utility Owner – The entity which owns and is responsible for the operation and maintenance (O&M) of the Community's water and sanitation infrastructure.

Builder – An individual, organization, or company under direct contract with the Department, typically for construction of the project or for specific portions of work for the project, especially to perform work Force Account Labor cannot complete (as identified in the Task 1.7 – Labor Plan - skill gaps analysis).

Construction Administration – The act of a firm, under contract with the Department, overseeing the Contractor during construction as outlined in the Construction Administration contract, ensuring construction matches the design, budget, and timeline by managing communication, documents, and quality.

Construction Administrator – The Professional Engineer, working for the Construction Administration firm under contract with the Department, who is principally responsible for ensuring that construction adheres to the stamped design.

Design Engineer – The primary Professional Engineer who, under contract with the Department, led the development of, and stamped, the project design.

Contract – The written agreement between the Department and the Contractor setting forth the obligations of the parties and covering the Work to be performed. References to "Agreement" mean "Contract."

Contractor Schedule – The project schedule developed by the Contractor based upon the Department's estimated project schedule provided in this solicitation (see section 1.6). The Contractor Schedule, once approved by the Contract Manager, shall be utilized during the project as a tool to review progress.

Contractor Staff - An official list of staff employed by, or subcontracted by, the Contractor who are approved

to work on the project by the Department.

Department – The Alaska Department of Environmental Conservation's Village Safe Water (VSW) Program. References to "Contracting Agency" mean the Department.

Environmental Analyst – The Department's environmental staff, responsible for ensuring environmental and cultural resource compliance of all Department projects.

Project Equipment – The heavy equipment owned or rented by the Department to be used for the sole purpose of executing the Work. References to "Heavy Equipment" mean "Project Equipment."

Project Manager – The Contractor's lead professional engineer (P.E.) in responsible charge of managing the Work and directly answerable for the required services. References to "Contractor's Manager" mean Project Manager.

Superintendent – The construction foreman responsible for managing all construction activities, ensuring adherence to the design, and quality control. When required by the Contract, the Superintendent is provided by the Contractor and is considered a key member of the Contractor Staff for the project. In other cases, the Superintendent may be hired as part of the Force Account Labor. The source of the Superintendent is defined in the Contract as either the Contractor or Force Account Labor.

Offeror – An engineering firm responding to this solicitation issued by the Department.

Work – Work is the act of, and the result of, performing services, furnishing labor, materials, and equipment for the project and performing other duties and obligations, all as required by the Agreement. Such Work, however incremental, will support the completion of the project, or the various separately identifiable parts thereof.

Construction Work Package – The smallest unit of work in a construction project that can be planned and controlled. It is a discrete, manageable portion of the overall construction project, detailed with its own scope, budget, and schedule.

Project Responsibilities and Lines of Communication:

1. The Department's Contract Manager or designee shall be the Contractor's primary point of contact. The Contractor shall not communicate directly with other Department personnel, the Construction Administrator, or the Design Engineer without Contract Manager approval.
2. The Contractor shall raise all contractual matters in a timely manner to the Contract Manager.
3. The Contractor shall ensure that all permit requirements are adhered to and the Stormwater Pollution Prevention Plan (SWPPP), if there is one, is followed.

1.3 – Minimum Qualifications

In order for offers to be considered responsive Offerors must meet the following minimum qualification requirements. Offerors must state in their cover letter that they meet these requirements.

1. The Offeror shall be in the business of providing construction management and engineering services for water and wastewater system projects.
2. The Contractor Staff shall include a currently licensed professional engineer (P.E.) in the State of Alaska.
3. The Project Manager shall have at least five (5) years of construction project management experience.
4. The Superintendent shall have at least five (5) years of managing construction projects in Rural Alaskan communities.
5. The Offeror shall have experience working in any of the communities served by Village Safe Water (VSW) or the Alaska Native Tribal Corporation (ANTHC) as listed in the attached Community Water Sewer Improvements Contact List spreadsheet. Experience shall include engineering services for water or wastewater infrastructure.

An offeror's failure to meet these minimum prior experience requirements will cause their proposal to be considered

non-responsive and rejected.

1.4 – Contractor Staff

All services under this Agreement must be performed by or under the direct supervision of the following individuals. Replacement of, or addition to, the Contractor Staff named below shall be accomplished only by contract amendment.

Name	Project Responsibilities

1.5 – Project Location and Travel

The project location is Hooper Bay, Alaska. Travel under the Agreement shall be in accordance with the State's travel policies AAM 60 Travel. Travel must be pre-approved by the Contract Manager.

1.6 – Project Schedule

The project schedule set out in the table below represents the Department's best estimate of the expected project timeline and end date.

The Contractor shall produce and submit a detailed project schedule in a format acceptable to the Contract Manager, such as a Gantt Chart or similar to help keep the project on schedule and in alignment with the schedule detailed within the Contract. The project schedule shall incorporate all required project deliverables, illustrating task sequences, durations, and dependencies. The Project Manager shall submit the detailed project schedule to the Contract Manager for review and approval within 2 weeks after NTP 1 is signed. Once approved, the detailed project schedule shall be regularly referenced during project meetings to confirm the project remains on schedule. Anytime it is identified that the project is off schedule from the schedule established in the Contract, the Contract Manager will determine if a Contract amendment or other corrective action is necessary.

Event/Deliverable	Estimated NTP Issuance and Time to Complete
Contract execution/Notice to Proceed (NTP) 1 Pre-Construction and Mobilization Planning Deliverables: 1.1 Project Management Plan 1.2 Quality Assurance / Quality Control Plan 1.3 Site Specific Health and Safety Plan 1.4 Material Take Off List 1.5 Material Procurement Plan 1.6 Heavy Equipment Plan 1.7 Labor Plan	Estimated NTP Issuance: 1/2027 Time to Complete: 4 Months
Issue NTP 2 for Task 2 Construction Management Deliverables: 2.1 Progress Planning, Tracking, and Reporting 2.2 Force Account Administration and Administrative Support 2.3 Procurement, Logistics, Staging, and Management of Materials 2.4 Coordination of Schedules and Contracted Work 2.5 Design Clarification and Variation Requests 2.6 Site Visits, Field Inspections, and Quality/Safety Oversight 2.7 Equipment Maintenance and Storage 2.8 Seasonal Closeout Reports	Estimated NTP Issuance: 5/2027 Time to Complete: 26 Months
Issue NTP 3 for Task 3 Project Closeout Deliverables:	Estimated NTP Issuance: 7/1/2029

3.1 Project Closeout 3.2 Warranty	Time to Complete: 12 Months
Project Completion Date	Project End Date: 6/30/2030

1.7 – General Standards

The Contractor shall perform all services in accordance with applicable codes, regulations and standards, professional practice procedures, and commonly recognized construction methods. The Contractor shall consider the geographical location, intent of the project and any site-specific constraints when performing work.

1.8 – Unit of Measure

The Contractor shall use U.S. Customary units of measure throughout the project.

1.9 – Professional Registration

All reports, plans, specifications, estimates and similar work products provided by the Contractor shall be prepared by or under the direct supervision of the Professional Engineer (P.E.) registered in the State of Alaska in responsible charge for the services. The Project Manager for the Contractor shall be registered in the State of Alaska and they shall sign, seal and certify as to the accuracy of each final work product for which they are responsible.

1.10 – Billing Reports

The Contractor shall provide a two-page (typical) report with each monthly invoice for months in which services are performed. The billing report shall specifically describe the services and other items for which the invoice is submitted and shall estimate the percentage of the services complete on a per contract task or invoice line-item basis. Any costs from prior billing periods that are included in the current billing period must be clearly explained in the report.

With the billing report, the Contractor shall also provide a single invoice with a total cost for all material(s) purchased during the month. All material invoices shall accompany the invoice in a compiled PDF. The Contractor shall not apply a markup to the invoice(s). Material invoices shall be at cost.

1.11 – Correspondence

All correspondence prepared by the Contractor shall bear the Department's assigned project name and numbers (State & Federal).

1.12 – Documents and Reports Electronically Submitted

When required under the Contract, electronic submissions of documents and reports shall be provided electronically as PDFs. The PDFs shall be prepared ready for printing with solid black letters on white, 8.5 inch x 11 inch bond or "Xerox Copy" paper. Other size paper may be used for illustrations if they can be folded to 8.5 inch x 11-inch size.

1.13 – Original Prints and Printed Copies of Documents and Reports

When required by the contract deliverables per task in the Contract Scope of Work section, the Contractor shall print and mail hardcopies of each specified deliverable to the below recipient list. The Contractor shall mail copies with enough lead time to allow for review prior to any meetings or other project milestones. The Contractor is responsible for confirming the mailing address. The Contractor shall confirm receipt of mailed copies in writing.

Recipient Name	**Number of Copies**
Roy Joseph, City Administrator	4

Printed versions of documents or reports shall be printed on both sides of the paper. However, cover pages and pages with approved illustrations, multicolored graphics, or photographs shall be printed on one side of the page only. All copies shall be bound. Hardcopies shall be submitted to the Department and any recipients

on white 8.5 inch by 11 inch bond or “Xerox Copy” paper. Drawings/Maps/Illustrations may be printed on 11 inch x 17 inch paper and folded to 8.5 inch x 11 inch size. Documents and reports shall have no black and white photographs, color photographs, or multicolored graphics except as specifically approved by the Department. Original copies of final documents and reports shall be submitted to the Department electronically for a check before printing.

1.14 – Page Numbers

All documents shall be page numbered to allow every major Section, Chapter, Appendix, etc., to begin on a "right hand," odd numbered page.

1.15 – Covers

The cover of all documents and reports shall include the following information:

a. Name of document or report.
b. Date.
c. Indicate whether draft or final.
d. Project Name.
e. State and Federal Project Number(s).
f. Prepared for: Department of Environmental Conservation, Village Safe Water Program.
g. Prepared by: Project Manager name, CONTRACTOR name
h. Map and/or picture of project area.

1.16 – Contractor Name on Plan Sheets and Documents

No Contractor logos shall be allowed on any electronic or hard copy document produced for the Department. The Contractor company name shall be included in the box above or below the Project Manager’s seal on each plan sheet. Documents produced for the Department shall include the Contractor’s company name at the bottom right of the first page, cover sheet or title sheet only. Contractor letterhead shall be allowed only as exhibits in document appendices. The Contractor name shall be in the same font as other lettering on the plan sheet or document, shall be 1/6” or less in height on 11”X17” plan sheets, and shall be in the following format:

PLANS DEVELOPED BY:
COMPANY NAME:
ADDRESS:
TELEPHONE NO.:
CERTIFICATION OF AUTHORIZATION NO.:

1.17 – Draft Plans, Maps, and Plats

Draft versions of Plans, Maps, and Plats shall be submitted to the Department and Community electronically in PDF format.

Draft Plans, Maps, and Plat documents shall be provided to the Community and the Tribal Health Corporation (when one exists) both electronically and printed with solid black ink on 11x17 inch bond paper, or ANSI D size, 22 inches by 34 inches, when specified in the Contract or where the larger size printing is required for legibility.

1.18 – Engineering Drafting and Final Plan Sets

Design submittal plan sets shall be provided electronically to the Department and Community as PDF and AutoCAD (current version) or DXF files, and either shapefile or geodatabase file. These files shall be transferred to the Department and Community via Alaska ZendTo or via a Contractor-supported file sharing service.

Right-of-Way Base Maps and the Right-of-Way Maps shall be submitted to the Department with the scale and layout specified by the Department. Final Right-of-Way Base Maps and Right-of-Way Maps shall be submitted as signed PDF files. Parcel Plats shall be submitted as PDF files with a scale that presents the information legibly and clearly in the Department's standard American National Standards Institute (ANSI) D format. A title

block and border drawing file will be supplied by the Department for the Parcel Plats.

The Contractor shall submit final hardcopy record drawings at the conclusion of the project to: 1) the Department, 2) the Community, and 3) the relevant Tribal Health Corporation in ANSI D format. These printed hardcopies shall be submitted in addition to the electronic submissions of the record drawings.

1.19 – Specifications and Estimates

Specifications and Estimates shall be submitted electronically as PDFs formatted for easy printing with solid black letters that are single spaced on white, 8.5 inch x 11-inch bond or "Xerox Copy" paper. Specifications and estimates shall contain no graphics and no photographs except as specifically approved by the Department.

1.20 – Revisions

The Engineer shall modify work products in response to direction from the Department. Corrections, adjustments, or modifications necessitated by the review/approval process, but which do not substantially affect the scope, complexity, or character of the services, shall be considered inherent to the Contractor's base services.

1.21 – Errors and Omissions

Except as described in this Statement of Services, work products shall be essentially complete when submitted to the Department. Work products having significant errors or omissions will not be accepted for payment by the Department until such problems are corrected.

1.22 – Federal Funding Requirements

If applicable, the Contractor shall ensure that requirements are met for the Build America, Buy America (BABA) Act or the American Iron and Steel (AIS) provision requirements, see RFP Appendix A General Conditions Article 27 Additional Provisions for more detail.

- The BABA Act does not apply to this project.
- The AIS provision does not apply to this project.

1.23 – Cost Effective Design

When developing the design, the Project Manager shall advise the Department of any cost-effective solutions such as minimum or desirable design criteria.

1.24 – Specifications

The Contractor shall not specify sole source materials unless the Department first obtains a sole source approval. The Contractor shall not specify brand name materials unless a minimum of three (3) are named. In such cases where explicit brands/materials are included in the Contractor's specifications, the language "or Department approved equivalent" shall be included.

1.25 – Project Equipment

Project Equipment shall only be used for project work. The Contractor shall prohibit unauthorized equipment usage. The Contractor must have written authorization from the Department in advance of allowing any Project Equipment to be used for non-project related work. The Contractor does not have authority to authorize the use of the equipment outside of project work.

If the Contractor receives a request to use the equipment from an outside party, such as but not limited to, the Community, private entity, or public entity, the Contractor shall inform the requesting party to contact the Department. The Department will respond to the requesting party and inform the Contractor of the decision in writing. If the Department allows the equipment to be used by an entity other than the Contractor for non-project related work, the Department will specify the date and time the equipment is not under the Contractor's control and therefore outside of the scope of this contract.

If equipment is damaged during usage of non-project related work, the Department may seek damages up to

the full replacement value of the equipment, including but not limited to shipping and salvage costs, if, in the judgement of the Department, the Contractor acted outside of or misused the above authorities.

The Contractor may direct equipment to be moved away from the project site for maintenance or if there is imminent danger to the equipment such as flood or fire. The Contractor shall update the Department within 24 hours if the equipment is moved from the project site or if the equipment is damaged or otherwise inoperable.

1.26 – Attachments

1. The following are attached to the RFP:
    - Community Water Sewer Improvements Contact List
    - VSW standard quality plan outline
    - VSW health and safety plan outline
2. The following attachments will be sent to offerors via ZendTo:
    - Army Corps Discharge Permit
    - 2018 Preliminary Engineering Report
    - 2026 Geotechnical Report
    - Stamped 95 % design documents

ARTICLE B2 BACKGROUND & SCOPE OF SERVICE

Background:
Constructed in 1994, Hooper Bay's existing single-cell, 5-acre facultative wastewater lagoon shares a conjoined semicircular footprint with the community's 5-acre landfill. Originally built to serve the local school and later the wider community following piped water and sewer installation, the facility now handles flows from a new school (built in 2006) and over 200 households connected since 2007. Currently, the lagoon operates beyond its design capacity and fails to meet modern regulatory standards. Structural integrity has also degraded due to localized settlement, base seepage through the berms, and severe damage, including a breach caused by Typhoon Merbok flooding in 2022. Crews completed temporary berm repairs in spring 2026.

In 2018, CRW Engineering completed a Preliminary Engineering Report (PER) evaluating wastewater treatment upgrade alternative options, including mechanical treatment, expanding the existing lagoon, and building a new facultative lagoon on higher ground immediately north of the current facility. Construction of a new lagoon was the selected preferred alternative in the PER. However, subsequent geotechnical investigation ruled out the PER's recommended site due to poor geotechnical conditions. Suitable building sites in Hooper Bay for such a large lagoon are difficult to find. Summit Consulting Services design engineers identified an acceptable site located in a natural depression roughly 1 mile north of the community. An additional geotechnical investigation in March 2026 confirmed the adequacy of the site for construction.

Design for the new, lined, 2-cell facultative lagoon and force main has reached the 95% milestone and completed a third-party review. The design team is incorporating final revisions to reach 100% completion by mid-November 2026, followed by submission to the Alaska Department of Environmental Conservation (ADEC) Wastewater Program for their review and issuing of an Approval to Construct (AtC), anticipated for early 2027.

Subsurface geotechnical conditions require constructing the new lagoon berms across at least two winter seasons. During the winter of 2027/2028, all berm embankments will be roughed into place. Then, in summer 2028 the embankments will be allowed to rest, thaw, and drain. During winter 2028/2029 (and subsequent winter, if needed) the berms will be reshaped and finished, followed by liner installation.

Scope of Service:
The Contractor shall provide Construction Management services for the construction of the Hooper Bay Lagoon and Force Main in accordance with the attached 95% Design plan set.

The project will be constructed utilizing Force Account Labor provided by the local community. The Contractor shall manage, schedule, and supervise this Force Account Labor workforce.

The Contractor shall act strictly in a management, oversight, and engineering support capacity. The Contractor shall not perform physical construction work that would otherwise be subject to the licensing and registration requirements of Alaska Statute Title 8 Chapter 18 Construction Contractors and Home Inspectors and Alaska Statute Title 36. Public Contracts.

The Contractor shall provide a dedicated on-site project Superintendent for the duration of field operations who shall provide onsite daily supervision and management of the project and Force Account Labor. If the Contractor is unable to provide or directly hire a Superintendent, they may recommend a Superintendent for the project who may be hired by the Community through Force Account procedures.

The project is divided into 3 tasks. Each of the 3 distinct tasks are associated with its own NTP as follows:

- Task 1 (NTP 1): Pre-Construction and Mobilization Planning
- Task 2 (NTP 2): Construction Management
- Task 3 (NTP 3): Project Closeout and Warranty

The method of payment for all 3 tasks shall be Time and Materials (T&M). For more information about the methods of payment, see Appendix C, Exhibit c-1.

Task 1 – Pre-Construction and Mobilization Planning

The Contractor shall establish the operational, quality, safety, procurement, management, and labor plans required for a successful project execution. All planning documents must be submitted to the Department for review and formal written approval prior to field mobilization.

Task 1.1 – Project Management Plan:

1. The Contractor shall develop a Project Management Plan which will divide the larger, complex project into smaller, manageable, and measurable components. Each smaller component, called a "Construction Work Package," acts as a mini-project within the larger build.
2. Each Construction Work Package will be further developed with its own scope, budget, and schedule. Where applicable, Construction Work Packages may include specific safety protocols, staffing requirements, and/or other unique planning information necessary for its successful execution.
3. The Project Management Plan developed by the Contractor shall convey the critical path for the overall project, highlighting the shortest possible duration to complete the project while maintaining quality.

Task 1.1 Deliverables – Project Management Plan

Document Type	Format
Project Management Plan	Emailed PDF

Task 1.2 – Quality Assurance / Quality Control (QA/QC) Plan:

1. The Contractor shall develop a Project QA/QC Plan in accordance with the attached Department-standard QA/QC plan outline. The plan shall detail testing and inspection requirements, frequencies, and responsible parties to ensure Work progress and quality are documented per Department and project funding requirements. The QA/QC plan is subject to Department review and approval.
2. If specific QA or QC standards or protocols are absent from the plans and specifications, the Contractor shall develop and incorporate QA and/or QC standards relevant such standards or protocols.

Task 1.2 Deliverables – QA/QC Plan

Document Type	Format
Project QA/QC plan	Emailed PDF

Task 1.3 – Site Specific Health and Safety Plan:

1. The Contractor shall develop the Site-Specific Health and Safety Plan (HASP) in accordance with the attached Department-standard health and safety plan outline and relevant Occupational Safety and Health Administration (OSHA) regulations. The HASP shall include, at a minimum, a hazard analysis for all relevant work conditions, site control measures, personal protective equipment (PPE), and emergency procedures. The HASP is subject to Department review and acceptance.

Task 1.3 Deliverables – Site Specific Health and Safety Plan

Document Type	Format
Site-Specific HASP	Emailed PDF

Task 1.4 – Material Take Off (MTO) List:

The Contractor shall develop a MTO list based on the design documents. The MTO list shall include all physical, tangible materials, including their quantities, that become part of the final, built project. The MTO list shall not include heavy equipment, tools, or consumables. The MTO list shall become the foundation for the Material Procurement and Mobilization Plan by defining the quantities and specifications of each product required. The Contractor shall submit an MTO list within (30) days of issuance of NTP 1 for the Department's review and approval. If BABA applies to the project, each item listed in the MTO must be tagged/labeled in one of the following compliance categories: iron and steel, manufactured items, or construction materials.

Task 1.4 Deliverables – Material Take Off List

Document Type	Format
Material Take Off List	Emailed PDF, Word or Excel

Task 1.5 – Material Procurement Plan:
The Contractor shall develop a plan for the management of the pricing, vetting, shipping, timing, tracking, and purchase of all materials required for the project by developing a Material Procurement Plan. This plan shall provide the schedule/strategy for procurement timing and supply chain management. The Contractor shall consider the most advantageous pricing available while prioritizing strict seasonal shipping, barging, and delivery schedules. During Task 2, Construction Management, the Contractor may procure materials as defined by the Contract (see Task 2.3, Procurement, Logistics, Staging, and Management of Materials).

1. The Contractor shall develop a Material Procurement Plan for the Department's review and approval within thirty (30) days of Department approval of the MTO list, to include the following:
    a. Long lead materials: long lead materials are those materials that have a procurement cycle of over 90 days. Examples of procurement process activities include, but are not limited to submittals, procurement approvals, fabrication, and delivery.
    b. All materials identified in the MTO.
    c. All tools, signs, personal protective equipment (PPE), consumables, and any other necessary items required for construction and/or equipment maintenance shall be incorporated into the Material Procurement Plan. During Task 2, Construction Management, the Contractor may procure materials as defined in the Contract (see Task 2.3).
2. For identified long-lead-materials, the Contractor shall submit material supplier quotes for the Department's review.
3. The Contractor shall work with the Department and the Construction Administrator to complete submittal reviews to affirm specification compliance as required by the design.

Task 1.5 Deliverables – Material Procurement Plan

Document Type	Format
Material Procurement Plan	Emailed PDF, Word or Excel
Long-Lead Material Procurement Packages	Emailed PDF, Word or Excel

Task 1.6 – Heavy Equipment Plan:

1. The Contractor shall develop a list of heavy equipment requirements for construction with minimum specifications within 30 days of the issuance of NTP 1.
2. For equipment valued at $25,000 or more, the Contractor shall provide a detailed rent-versus-buy cost analysis to support requests to the federal funding agency to purchase heavy equipment.
3. The Department shall be responsible for purchasing or renting equipment valued at over $25,000.
4. Heavy Equipment shall be restricted to project work unless pre-approved by the Department (see Article B1 section 1.27 Project Equipment).
5. The Contractor shall develop an equipment operation and maintenance program, including a fuel plan and provision for routine and unusual maintenance. As part of this plan, the Contractor shall provide an estimated seasonal or annual budget for routine maintenance and fuel.
    a. The Contractor shall be responsible for procuring fuel and other consumables for heavy equipment. The Department will reimburse the direct cost of fuel and routine consumables (liquids, filters, grease, etc.).
    b. Purchased Equipment Maintenance: The Contractor shall be responsible for all maintenance efforts incorporated into the equipment operation and maintenance plan.
    c. Rented Equipment Maintenance: The Contractor shall be responsible only for fuel purchases and daily/weekly equipment checks and greasing. The rental company shall perform all other routine maintenance. The Contractor is responsible for coordinating with the rental company to schedule maintenance tasks and clarify roles and responsibilities. The roles and responsibilities shall be clearly described in the equipment operation and maintenance plan.

Task 1.6 Deliverables – Heavy Equipment Plan

Document Type	Format
Heavy Equipment Requirements	Emailed PDF, Word or Excel
Rent vs Buy Analysis	Emailed PDF
Equipment Operation and Maintenance Program	Emailed PDF
Fuel and Consumables Plan	Emailed PDF

Task 1.7 – Labor Plan:
The Contractor shall provide a labor plan highlighting the labor categories and the number of laborers per category required to complete the project. The Contractor shall prioritize Force Account Labor hiring where possible, and shall identify anticipated labor gaps and assist the Department in filling labor gaps through contracting.

1. Labor Plan: The labor plan shall be broken into labor categories and shall identify the number of required laborers per category. The plan shall include the following:
    a. Full Labor List: The Contractor will provide a full list of labor requirements, broken down by labor categories. Within the list of laborers required, the Contractor will identify the following:
        i. Labor Hire Plan: highlight which laborers are expected to be available through Force Account Labor hiring.
        ii. Skilled Labor Gaps: The Contractor shall identify any skilled labor gaps to the Department, including the type of skilled labor required and the specific scope of work that Force Account Labor is unable to complete (plumbing, electrical, commissioning agent etc) with sufficient lead time to avoid project delays.
2. Skilled Labor Solicitation Packages: The Contractor shall assist the Department to fill labor gaps through Builder contracts.
    a. The Department shall be responsible for procuring skilled labor and administering the resulting contract.
    b. To support the Department's procurement of skilled labor, the Contractor shall provide the following as ready-for-bid solicitation packages for each identified gap:
        i. A scope of work for the base bid and any additive alternates. The scope of work shall not limit competition among potential vendors;
        ii. Specifications, if necessary;
        iii. Cost estimate;
        iv. Construction schedule, including substantial and final completion dates and;
        v. List of potential vendors with contact information; and
        vi. Assist the Department in responding to questions received from offerors during bidding.

Task 1.7 Deliverables – Labor Plan

Document Type	Format
Labor Plan	Emailed PDF
Skilled Labor Gap Analysis	Emailed PDF, Word or Excel
Skilled Labor Solicitation Packages	Emailed PDF or Word

Task 2 – Construction Management

The Contractor shall provide comprehensive on-site and remote management, project controls, labor supervision, and engineering support throughout the active construction phase. The Contractor, in collaboration with the Department, shall execute the Project Management Plan, QA/QC Plan, HASP, Material Procurement Plan, Equipment Plan, and Labor Plan that were developed and approved in Task 1. Task 2 will commence at the conclusion of Task 1, and only upon the issuance of NTP 2.

Task 2.1 – Progress Planning, Tracking, and Reporting:

1. The Contractor shall prioritize, develop, and monitor project work sequence, duration, and schedule in collaboration with the Department and stakeholders.
2. The Contractor shall maintain a near-real-time tracking system of project progress and shall notify the Contract Manager anytime the project is off schedule. The Contractor shall track:
    a. Progress of Construction Work Packages.
    b. Progress against the project critical path.
    c. Progress against all plans developed in Task 1.
3. The Contractor shall facilitate a weekly construction planning meeting. The Contractor shall invite the Construction Administrator, the Superintendent, the Contract Manager, and designated representative from the City or Tribal entity Manager. Meeting agendas shall include:
    a. Completed deliverables and deliverables that have been initiated and are in progress;
    b. Any issues or challenges;
    c. Work planned for the coming week; and
    d. Upcoming inspections and commissioning that require Construction Administrator collaboration.

4. Contractor shall provide a written monthly status report. The report is due by the 10th of each month that the Contractor submits a bill for services. The report shall address:
    a. Deliverables completed;
    b. A 3-4 week look-ahead for planned work, compared against the project critical path;
    c. Issues and challenges which may compromise budget, schedule, or quality; and
    d. Estimated project budget and spent total by work package.

Task 2.1 Deliverables - Progress Planning, Tracking, and Reporting

Document Type	Format
Brief Weekly Planning Meeting Notes	Emailed PDF or MS Word
Written Monthly Status Report	Emailed PDF or MS Word

Task 2.2 – Force Account Administration and Administrative Support:

1. The Contractor shall lead the hiring effort for Force Account Labor. This task includes:
    a. Developing work descriptions and qualifications,
    b. The creation and organization of force account personnel packets including hiring applications and labor agreements.
    c. Development of a Project Superintendent Project Agreement, if the superintendent is hired through Force Account Labor processes.
2. The Contractor shall establish a project field office for project personnel to complete administrative work. The project field office shall be equipped with a scanner, printer, and email communications capacity at minimum.
3. The Contractor shall identify viable crew housing alternatives and provide the Department with a list of options and recommendation(s). The Department shall be responsible for leasing crew housing.
4. The Contractor shall review daily reports submitted by the Superintendent and work with the Superintendent to resolve inconsistencies or errors in the daily reports. After the Contractor has reviewed and approved daily reports, they should be submitted to the Contract Manager.
5. The Contractor shall review weekly progress reports submitted by the Superintendent and then submit to the Contract Manager.
6. The Contractor shall collaborate with the Superintendent to review and approve time sheets. The Superintendent shall approve force account labor time sheets, and the Contractor shall approve the Superintendent's time sheet. The Contractor shall forward the time sheets to the Contract Manager by 10 AM Monday every other week. The end of the pay period is close of business every other Friday. The Department reserves the right to change this schedule with advanced notice.
7. The Contractor shall log labor and code labor time and expenses to the appropriate work type and work packages.

Task 2.2 Deliverables – Force Account Administration and Administrative Support

Document Type	Format
Force Account Personnel Packets	Emailed PDF
Signed Project Superintendent Agreement, if applicable	Emailed PDF
Staffing Report	Emailed PDF
Photos of Project Field Office (if applicable)	Emailed Photos
Photos of Crew Housing (if applicable)	Emailed Photos
Review and Submit Daily and Weekly Reports	Emailed PDF
Review, Approve and Submit Timesheets Bi-weekly	Emailed PDF
Labor Log	Emailed PDF

Task 2.3 – Procurement, Logistics, Staging, and Management of Materials:

1. The Contractor shall procure materials, tools, consumables, and other items required for the successful completion of the project, and as identified in the Procurement Management Plan, if the cost of the item is below the small procurement threshold of $10,000, and if approved by the Department. The cumulative sum of all procurements made by the Contractor shall not exceed 50% of the value of the Construction Management PSA Contract. In such cases where the Contractor directly procures materials, the following apply:
    a. The Contractor shall submit a request for procurement for review and approval by the Department.

b. The Contractor shall follow their internal procurement procedures.
c. The Contractor is authorized a 2% markup on any procurements, and shall include any markup clearly during invoicing.
d. Invoicing for material procurements shall occur on a regular monthly basis, or as needed.
e. Upon receipt and approval of invoices, the Department shall issue a Contract amendment to increase the Contract amount and will reimburse the Contractor for procurement costs, including any approved markup.

2. The Department will be responsible for any procurements above the $10,000 threshold. The Contractor shall support the Department by providing material supplier quotes, as required by State of Alaska procurement rules, for the Department's review. The Contractor shall maintain a record of all supporting documentation.
3. The Contractor shall coordinate with the Department and the Construction Administrator to complete submittal reviews to affirm specification compliance as required by the design.
4. The Contractor shall plan delivery of materials and equipment to the job site with the Department and the Community.
5. The Contractor shall arrange for storage and safe keeping of material from inclement weather and or the public as is reasonably prudent.
6. Upon request by the Department, the Contractor shall recommend "Builder's Risk Insurance" (also known as Course of Construction Insurance) to insure project materials once delivered to the job site. The Contractor shall provide technical asset descriptions and value summaries to support the Department's procurement of insurance. The Department shall coordinate and pay the cost of Builder's Risk Insurance.
7. The Contractor shall procure all tools necessary for the construction of the project following the Procurement Management Plan developed in Task 1. The tools shall be stored safely and securely when not in use. Locking tool cabinets or other secure storage shall be utilized as deemed necessary by the Contractor to ensure safe storage and management of tools.

Task 2.3 Deliverables – Procurement, Logistics, Staging, and Management of Materials

Document Type	Format
Approved Submittals	Emailed PDF
Record of Delivery of Materials and Equipment	Emailed PDF
Photos of Material Storage Facility	Emailed Photos
Asset Descriptions and Value Summaries	Emailed PDF
Insurance Recommendations	Emailed PDF or Web Links

Task 2.4 – Coordination of Schedules and Contracted Work:

1. The Contractor shall actively work with all Builders to ensure that all work schedules align to avoid delays or unnecessary costs.
2. The Contractor shall maintain an organized schedule of the planned arrival and departure dates of Builders and shall notify the Department if any schedules need to change for any reason, such as weather conditions, delays of other dependent work, lack of lodging space, delayed material/tool/equipment delivery, or any other causes.
3. The Contractor shall monitor work progress and quality of all Builders and shall notify the Department if quality is observed as poor or if progress is slow and/or otherwise off schedule.
4. The Contractor shall not "direct" the work of Builders and shall only coordinate. The Contractor shall make recommendations to the Department to help the Department to better manage Builders.

Task 2.4 Deliverables – Coordination of Schedules and Contracted Work

Document Type	Format
Builders Schedule Tracker	Emailed PDF or Excel
Documentation of Work Quality Problems (as needed)	Emailed photos and description

Task 2.5 – Design Clarification and Variation Requests (DCVR):

1. The Contractor shall prepare, complete, and submit DCVR, change or substitution requests, and submittals to the Construction Administrator and the Contract Manager. The Contractor shall maintain a log of requests and submittals that can be reviewed during monthly meetings and at the request of the Construction Administrator or the Department.

Task 2.5 Deliverables – Design Clarification and Variation Requests

Document Type	Format
DCVR, Substitution Request, and Submittal Log	Emailed PDF

Task 2.6 – Site Visits, Field Inspections, and Quality/Safety Oversight:

1. The Project Manager shall coordinate and attend construction observation, special, substantial, and final inspections with the Construction Administrator and the Contract Manager.
2. The Project Manager shall conduct regular site visits to observe and monitor activities on the job site, construction safety, quality of ongoing work, condition and morale of the crew, and local stakeholder (operator and resident) satisfaction. The Project Manager shall plan on traveling to, and being on the job site, for up to 5 days per month during active construction, depending on the complexity of the work underway.
3. The Contractor shall complete a trip report of each site visit. The report shall include:
    a. Date of visit;
    b. List of relevant contacts;
    c. Observations, inspections and any associated findings;
    d. Follow up action and recommendations; and
    e. Annotated photos.
4. The Contractor shall produce reports and punch lists of items for corrective action following substantial completion and final inspection visits. The Contractor shall also provide documentation of any inspection and commissioning visits.
5. Approximately monthly, the Contract Manager and the Department's construction observer will travel to the job site during active construction periods. The Contractor shall collaborate with the Department's personnel to optimize the benefit of these site visits.
6. The Contractor shall execute the QA/QC plan and HASP.
    a. The Contractor shall actively enforce the Site-Specific HASP by conducting spot checks, and any other monitoring required in the HASP.
    b. The Contractor and execute the QA/QC Plan by coordinating with specialty engineering disciplines for on-site observation, inspections, or commissioning.

Task 2.6 Deliverables – Site Visits, Field Inspections, and Quality/Safety Oversight

Document Type	Format
Site Visit Trip Reports	Emailed PDF
Documentation of Inspection and Commissioning Visits	Emailed PDF or Word
Completed Inspection Reports	Emailed PDF or Word
Substantial Completion inspection Report/Punchlist	Emailed PDF
Final inspection Report/Punchlist	Emailed PDF

Task 2.7 – Equipment Maintenance and Storage:

1. The Contractor shall utilize the Equipment Operation and Maintenance Plan developed in Task 1 to maintain all heavy equipment being used to complete the Work.
    a. The Contractor shall perform routine equipment maintenance in accordance with the Equipment Operations and Maintenance Plan developed in Task 1, and in alignment with manufacturer's recommendations.
    b. The Contractor shall pay for all fuel and other consumables needed to conduct maintenance, as outlined in the plan. Costs for fuel and consumables will be reimbursed by the Department at direct cost, with no markup, profit, or fee.
    c. The Contractor shall manage the safe and appropriate storage of heavy equipment before, during, and after construction season.
    d. The Contractor shall, where necessary, board windows of heavy equipment and take other steps to reduce the risk of damage to the equipment when it will be parked for an extended period.
    e. The Contractor shall manage the safe and appropriate storage of fuels, oils, and other hazardous materials which are required to carry out the Equipment Operation and Maintenance Plan.

Task 2.7 Deliverables – Equipment Maintenance and Storage

Document Type	Format
Routine Maintenance Log	Emailed PDF
Fuel Log	Emailed PDF
Photos of Stored Equipment	Emailed Photos
Photos of Fuel, Oil, and Hazardous Materials Storage Areas	Emailed Photos

Task 2.8 – Seasonal Closeout Reports:

1. Within 30 days of the end of the project construction season or within 30 days of the new calendar year (if there is no seasonal shutdown), the Contractor shall provide an End of Season Report that summarizes:
    a. Work and deliverables completed (substantial and final) and associated warranty dates;
    b. Work remaining;
    c. Work planned for next season/year; and
    d. Budget, expenses, and cost variance.

Task 2.8 Deliverables – Seasonal Closeout Reports

Document Type	Format
End of Season Report	Emailed PDF, Word or Excel

Task 3 –Project Closeout and Warranty

Task 3.1 –Project Closeout:

1. Within 30 days of the end of the final construction season, the Contractor shall provide an End of Construction Report, incorporating details from previous end of season reports, and producing one final report containing a full documentation of project completion, costs, lessons learned, and any warranty dates.
2. The Contractor shall collaborate with the Superintendent to collect, record, and maintain as-built information, including a description of, and swing ties of, subsurface work elements.
    a. Within 90 days of substantial completion, the Contractor shall prepare and submit As-Built drawings to the Department.
    b. The As-Built drawings shall be legible and easy to understand so that the Construction Administrator will be able to produce final record drawings.
3. Within 30 days of substantial completion, the Contractor shall prepare and submit to the Department and the Construction Administrator an organized file containing the materials necessary for the development of an Operation and Maintenance (O&M) Manual, including:
    a. Manufacturer's literature on all equipment;
    b. Source for future procurement of spare parts or servicing of equipment; and
    c. Description of essential maintenance.
4. Within 30 days of final inspection the Contractor shall provide support to the Construction Administrator, including any details/documentation necessary, to complete a Project Closeout Report that summarizes:
    a. Work and deliverables completed and associated warranty dates;
    b. Project budget, expenses, and cost variance report; and
    c. Community's acceptance and agreement to operate and maintain facility improvements.

Task 3.1 Deliverables –Project Closeout

Document Type	Format
End of Construction Report	Emailed PDF
As-Builts	Emailed PDF
File of Spec Sheets for O&M Manual	Emailed PDF
Closeout Report Supporting Documentation	Emailed PDF

Task 3.2 – Warranty:

1. The Contractor's responsibilities during the warranty period are not defined, therefore no billable hours should be attributed to Warranty activities. If Warranty responsibilities are identified before the contract expires, the Department may amend the contract to include warranty responsibilities depending upon funding and requirements.

Task 3.2 Deliverables – Warranty

Document Type	Format
N/A	N/A

COMPENSATION

APPENDIX C *EXHIBIT C-1, METHOD(S) OF PAYMENT*

VSW Contract No: 27-VSW-HPB-030
Date Prepared:

1. Payments will be made in accordance with Article A7 (Basic Agreement), Articles C1 - C9 (Appendix C), the following, and the applicable discussions of Methods of Payment presented below. See the Scope of Service section of Article B2 "Background and Scope of Service" for the prescribed Method of Payment per task for the project. The Contractor shall submit a price proposal for the full project, including all tasks, within 30 days of receiving an Intent To Negotiate (ITN) from the Department.

TASK	CONTRACTOR/SUBCONTRACTOR	PRIME (P) OR SUB (S)	METHOD OF PAYMENT (FP, T&E, or T&M)	NEGOCIATED PRICE
Task 1				
			Subtotal Task 1:	
Task 2				
			Subtotal Task 2:	
Task 3				
			Subtotal Task 3:	
Task 4				
			Subtotal Task 4:	

Total Agreement Amount:

Note: If a Method of Payment for a Task is "Fixed Price", then the amount listed as the subtotal for that Task is the Fixed Price.

2. ***FIXED PRICE(S)*** payments will be a single lump sum payment equal to the Fixed Price upon acceptable completion of this Agreement, or progress payments not to exceed the Fixed Price. The Fixed Price method of payment shall apply to all Tasks specified with a Fixed Price method of payment within the Scope of Services in Article B2.

3. ***TIME AND EXPENSES (T&E) OR TIME AND MATERIALS*** (T&M) payments will be made according to the following for all Tasks specified with a Time and Expenses or Time and Materials method of payment within the Scope of Services in Article B2.

3.1 Payments for ***TIME*** will be equivalent to the number of hours expended by each job classification multiplied by the applicable Billing Rate. Work will be performed by personnel with the lowest reasonable skill levels and hourly rates. Further, when performing work for which they are overqualified, individuals will charge time at rates equivalent to skill levels commensurate with the work they perform.

The Contractor's hourly rates listed in the original price proposal will be the base hourly rates used for all Tasks. The Department will enter the below information as provided on the Contractor's final submitted price proposal, after any negotiations, per RFP Part C, Section III – Price, #10. Labor Billing Rates and Price Proposal.

Firm	Job Classification / Staff Name	Billing Rate ($/HR)

3.1.1 ***BILLING RATES*** are hourly labor rates which include compensation for all Costs (Direct Cost of Direct Labor and all Indirect Costs) plus Fee, except for allowable direct Expenses. Billing Rates and "Fully Loaded Rates" are used interchangeably.

3.1.2 ***T&E Overtime or T&M Overtime*** shall be calculated at 1.5 times the billing rate defined above. The Contractor shall manage workload in a manner to reduce the need for overtime. The Contractor must submit overtime requests to the Department with as much advance notice as possible. The request must include a reason why overtime is needed, any negative effects if the request is not approved, for what task(s), and a time period (specific limited days). Approval of overtime is at the Department's sole discretion.

3.2 Payments for Other Direct Costs ***(EXPENSES)*** will be made for actual substantiated costs that are directly chargeable to and necessary for performance of services assuming they are not recovered through the Indirect Cost Rate. "Markup" (profit or fee) of Expenses is prohibited.

3.3 Payments for **MATERIALS** shall not include a profit or fee. The Contractor shall submit invoices for materials once the materials have arrived at the project site. Partial payment for materials prior to arrival at the project site may be approved by the Contract Manager on a case by case basis.

3.4 The following Consumer Price Index clause only pertains to Tasks with a Time and Expenses or Time and Materials payment method.

Annually the Contractor may request price adjustments 30 days prior to Jan 1. Price adjustment requests must be in writing. If the Contractor fails to request a price adjustment, the price adjustment will be effective 30 days after the state receives the Contractor's written request.

Price adjustments will be made in accordance with the percentage change in the U.S. Department of Labor Consumer Price Index (CPI-U) for All Urban Consumers, All Items, Urban Alaska.

The price adjustment rate will be determined by comparing the percentage difference between the CPI in effect for the base year six-month average January through June 2026; and each January through June thereafter. The percentage difference between those two CPI issues will be the price adjustment rate. The price adjustment rate will be applied to the Contractors base hourly rates established from the original price proposal. No retroactive contract price adjustments will be allowed.

Unless the Contractor is able to provide a base rate that was in effect when the original contract base rates were submitted the following process will be used for new positions not identified when the contract was executed to include but not limited to subcontractors. When a new position is added to the contract the position's hourly rate

will become the positions base hourly rate. The price adjustment rate will be determined by comparing the percentage difference between the CPI in effect for the base year six-month average January through June (base year will be the most recent published January through June CPI); and each January through June thereafter. The percentage difference between those two CPI issues will be the price adjustment rate. The price adjustment rate will be applied to the Contractor's base hourly rates. No retroactive contract price adjustments will be allowed. All other rate adjustment processes remain in effect.

All price adjustments must be approved by the procurement officer prior to the implementation of the adjusted pricing. Approval shall be in the form of a contract amendment issued by the Department.

4. ***SPECIAL CONSIDERATIONS:***

4.1 Travelers are permitted actual costs, or an allowance, for lodging (as negotiated and detailed below) and an allowance for meal and incidental expenses (M&IE). Refer to AAM 60.250 for policies regarding travel.

4.2 Employees shall be considered in travel status from the time an authorized trip begins until it ends. An authorized trip is a trip approved in accordance with a NTP issued under the contract. The duty station of the employee is the city, town, or village, or within a 50-mile radius thereof, where the employee spends the majority of their working time.

4.3 M&IE allowances shall be limited to the State rate of $60.00 per day. The duration of the trip must be more than 12 hours in order for the traveler to be eligible for M&IE allowances. Additionally, the traveler will receive 75% of the full allowable daily allowance on the initial date of departure and the final date of arrival for contract-approved travel, regardless of time of departure/arrival.

4.4 If paying actuals for Lodging, Lodging shall be at the hotel's "government" rate (when applicable) and for single occupancy, not to exceed $300.00 per day. Lodging receipts are required.

NOTICE TO PROCEED & BILLING SUMMARY

NTP No:
Agreement No: 27-VSW-HPB-030
PSA Expiration Date: 6/30/2030

(This form is for any COST REIMBURSEMENT Agreement, generally one that will exceed $250,000.)

Contractor:
Project Title: Hooper Bay Lagoon and Force Main Construction Management and Engineering Services

NOTICE TO PROCEED

Provide services for the Tasks Group(s) and specific Tasks enumerated below in the Billing Summary. Any services beyond the written scope and/or any costs above the price estimate for ***each Task Group*** in our Agreement, require prior Agency approval and a contract Amendment. Actual cost underrun of Contract Amount for any Task Group shall not routinely accumulate for other Groups. The Contracting Agency reserves the right to retain or reallocate any remaining funds resulting from such cost underruns.

This NTP is cumulative and it supersedes all prior NTPs for this Agreement.

The Agency Contract Manager for this NTP is: Tel No.

Issued for the Contracting Agency by:	Accepted for the Contractor by:
Signature Date Name:	Signature Date Name:

BILLING SUMMARY

This Invoice is for **[ ]** Progress OR **[ ]** Final Payment. ***Sequential Invoice # for this Agreement is:*** **[ ].**

Total Contract Amounts	Authorized Task Groups and Tasks Number(s)	Authorized To - Date	Prior Aprv'd Payments	This Billing	Total To - Date
	A, Tasks No(s):				
	B, Tasks No(s):				
	C, Tasks No(s):				
	D, Tasks No(s):				
	Total Authorized Amount for All Groups				
	Sum of Prior APPROVED Payments				
	Sum for THIS INVOICE				
	Sum of Prior Payments and this Invoice				
	Balance of Authorized Amount				

Template	Object	PAYMENT REQUEST (Contractor):
Activity	Phase	Signature Date Name:

APPROVAL FOR PAYMENT

PAYMENT RECOMMENDED: I certify this Invoice to be valid and accurate and that services were performed substantially in conformance with the contract requirements and schedule.	PAYMENT APPROVED: Based upon the Contract Manager's recommendation and certification, I hereby approve payment.
Signature Date Name:	Signature Date Name:

INSTRUCTIONS TO CONTRACTOR
for
COST REIMBURSEMENT NOTICE TO PROCEED (NTP)
& BILLING SUMMARY

1. ***RETAIN AN UNMARKED***, as issued, ***COPY OF THIS FORM*** to be used for reproduction and billing.

2. If this NTP is unacceptable, notify the Contracting Agency immediately. If acceptable, acknowledge by signature where indicated *on a copy* of this NTP and return it within ten days after your receipt.

3. Submit monthly Invoices to the Agency Contract Manager named in this NTP. **Provide a copy of page one of this form as the FACE PAGE of each invoice submitted and with the following entries accurately completed:**

    a) Indicate if the Invoice is for Progress or Final Payment and show the Sequential Invoice Number for this NTP.

    b) Entries in the following columns: Prior Aprv'd Payments, This Billing, and Total to Date for each Task Group; plus the SUM TOTALS for: Authorized To - Date, Prior APPROVED Payments, THIS INVOICE, Prior Payments plus this Invoice, and Balance of Authorized Amount.

Note "Prior APPROVED Payments" amounts may NOT be the same as the total of all your prior invoices if some items were disallowed or adjustments were made. If a prior billing has not been acknowledged with any payment, or a different amount from your billing was paid without notification to you of the reason(s), attach a request for an explanation and remedial action.

4. Sign, date and enter printed or typed name under "PAYMENT REQUEST (Contractor)" thereby attesting to the following:

    "By signature on this form, the Contractor certifies entries to be true and correct for the services performed to date under or by virtue of said Agreement and in accordance with AS 36.30.400. The Contractor further certifies that all applicable Federal, State and Local taxes incurred by the Contractor in the performance of the services have been paid and that all Subcontractors engaged by the Contractor for the services included in any invoice shall be fully compensated by the Contractor for such services."

5. **ATTACH A CURRENT COPY OF EXHIBIT C-4, COST REIMBURSEMENT BILLING DETAIL FORM (from Appendix C of the Agreement) to each invoice. Internally, check the form and correct mathematical extensions. The Contracting Agency may return erroneous invoices for correction before processing for payment.**

6. Substantiate all charges in each billing, other than for Fixed Prices or Fixed Fees, by attaching a summary of hours expended and hourly labor rate per employee; summary of units completed; subcontractor invoices; expense receipts, etc.; or other proof of expenditures.

7. ***Prime Contractor's Labor and Indirect Cost shall be billed to the Contracting Agency within 45 days of performance. Subcontractors' Labor and Indirect Cost shall be billed to the Contracting Agency within 60 days of performance. All of the Contractor's and Subcontractors' Other Direct Costs (Expenses) shall be billed to the Contracting Agency within 90 days of being incurred. Charges submitted after the above stated times will, at the Contracting Agency's discretion, not be paid.***

8. When each NTP is approximately 75% complete, the Contractor shall determine if the Authorized Amount(s) might be exceeded; and, if so, shall provide an estimate of cost to complete. The Contracting Agency will determine after discussion with the Contractor if additional cost is reasonable and does not include costs that should be absorbed by the Contractor. If additional cost is validated, a negotiated Amendment will be executed which either (1) reduces the scope of services/work products required commensurate with the Authorized Amount(s), or (2) increases the Authorized Amount(s) to that required for completion of the original contract scope.

INDEMNIFICATION AND INSURANCE
Appendix D in Professional Services Agreements

VSW Program No: 27-VSW-HPB-030
Federal Project No: N/A
Date Prepared: 11/18/2026

CONTRACTOR shall include the provisions of this form in all subcontracts that exceed $25,000 and shall ensure Subcontractor's compliance with such provisions.

ARTICLE D1
INDEMNIFICATION

D1.1 The CONTRACTOR shall indemnify, hold harmless, and defend the CONTRACTING AGENCY from and against any claim of, or liability for negligent acts, errors or omissions 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 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.

D1.2 The CONTRACTOR shall exercise that degree of skill, care and judgment commensurate with the professional standards for the services of a similar nature. When such standards are in dispute, they shall be established by a panel of three qualified, impartial professionals objectively selected and appointed by the Appeals Officer.

D1.3 The CONTRACTOR shall correct, through re-performance at its expense, any services which are deficient or defective because of the CONTRACTOR's failure to perform said services in accordance with professional standards, provided the CONTRACTING AGENCY has notified the CONTRACTOR in writing within a reasonable time, not to exceed 60 days, of the discovery of any such deficiency during the performance of the services and within 12 months of the date of final payment under this Agreement.

ARTICLE D2
INSURANCE

D2.1 Without limiting the CONTRACTOR's indemnification, it is agreed that CONTRACTOR shall purchase at its own expense and maintain in force at all times for the duration of this Agreement, plus one year following the date of final payment, 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 CONTRACTING AGENCY shall be entitled to coverage to the extent of such higher limits. Certificates of insurance must be furnished to the CONTRACTING AGENCY and incorporated into this Agreement with copies attached to this document. Certificates must provide for the CONTRACTING AGENCY to receive notice of any policy cancellation or reduction per AS 21.36 Sections 210-310. Failure to furnish certificates of insurance or lapse of the policy is a material breach and grounds for termination of the CONTRACTOR's services and may preclude other Agreements between the CONTRACTOR and the CONTRACTING AGENCY.

D2.1.1 Worker's Compensation Insurance: The CONTRACTOR shall provide and maintain, for all employees engaged in work under this Agreement, coverage as required by AS 23.30.045, and; where applicable, any other statutory obligations including but not limited to Federal USL&H and Jones Act requirements. The policy(s) must waive subrogation against the State of Alaska.

D2.1.2 Commercial General Liability Insurance: Such policy shall have ***minimum*** coverage limits of $300,000 combined single limit per occurrence, covering all business premises and operations used by the Contractor in the performance of services under this agreement. The policy shall be written on an "occurrence" form and shall not be written as a "claims-made" form unless specifically reviewed and agreed to by the CONTRACTING AGENCY.

D2.1.3 Comprehensive Automobile Liability Insurance: Such policy shall have ***minimum*** coverage of $300,000 combined single limit per occurrence covering all vehicles used by the Contractor in the performance of services under this agreement.

D2.1.4 Professional Liability (E&O) Insurance: Covering all negligent errors or omissions, and negligent acts, which the CONTRACTOR, Subcontractor or anyone directly or indirectly employed by them, make in the performance of this Agreement which result in financial loss to the State of Alaska. Limits required are per the following schedule:

MINIMUM LIMITS OF E&O INSURANCE

Contract Amount	Combined Single Limit, Per Occurrence & Annual Aggregate
Under $25,000	As Available
$25,000 to $100,000	$300,000
$100,000 to $499,999	$500,000
$500,000 to $999,000	$1,000,000
$1,000,000 and over	Negotiable

D2.1.5 Professional Liability Insurance required for this Agreement is $ _____

ARTICLE D3
MODIFICATION OF INSURANCE REQUIREMENTS

(Article D3 is completed only when some of the standard insurance coverages are not applicable.)

CONTRACTOR RELATED MODIFICATIONS

D3.1 ☐ **Workers Compensation Insurance** is not required because the CONTRACTOR is an Independent Contractor, Sole Proprietor or Self-Employed Person having no employees in any sense of AS 23.30.045.

D3.2 ☐ **Comprehensive or Commercial General Liability Insurance** is not required because the general public and clients do not have any business access to a place of business or home office maintained by the CONTRACTOR.

D3.3 ☐ **Comprehensive Automobile Liability Insurance** is not required because only public transportation, or a rented passenger vehicle with business use insurance, will be used to accomplish requirements of this Agreement.

PROJECT RELATED MODIFICATIONS FOR E&O COVERAGE

When services may apply to fire, life safety or structural aspects and/or wherever the services should safeguard life, limb, health or property, Professional Liability Insurance shall be required.

(E&O Coverage may be waived only if it was specifically not required within the solicitation for proposals.)

D3.4 ☐ **Professional Liability (E&O) Insurance** is not required because: 1) the CONTRACTING AGENCY's use of the services or Work products obtained from the CONTRACTOR will not result in significant exposure to any third party claims for loss or damage; and 2), the CONTRACTOR services will not apply to any construction, alteration, demolition, repair or direct use of any highway, airport, harbor, building or other structure.

D3.5 ☐ **Professional Liability (E&O) Insurance** is not required because this Agreement is for one of the following applicable (*checked*) services for which E&O coverage is not needed:

- ☐ Right-of-Way Fee Appraisals
- ☐ Photogrammetric Mapping Services
- ☐ Architectural/Engineering review of Construction Bid Documents wherein design responsibility clearly remains with the designer of record.

OTHER BASIS FOR MODIFICATIONS

(Requires written concurrence from Division of Risk Management)

D3.6 ☐ Attached Exhibit D-1 identifies and provides justification for insurance modifications.

Above *checked* modifications of the insurance requirements specified in Article D2 are hereby approved:

CONTRACTING OFFICER Signature: _____ Date: _____
Name:
Title:

CERTIFICATION OF COMPLIANCE
APPENDIX E

VSW Contract No: 27-VSW-HPB-030
Federal Project No: N/A

Contractor and all Subcontractors shall comply with the following applicable requirements:

1. For Procurements over the Small Procurement Limits, **Alaska Business License** (Form 08-070 issued under AS 43.70) at the time designated for award as required by AS 36.30.210(e) for Contractor and all Subcontractors.

2. **Certificate of Registration** for each individual to be in "responsible charge" (AS 08.48.341(14)) for Architecture, Engineering, Land Surveying or Landscape Architecture (Form 08-2407 issued under AS 08.48.211) issued prior to submittal of proposal. Associates, consultants, or specialists under the supervision of a registered individual in "responsible charge" are exempt from registration requirements (AS 08.48.331).

3. **Certificate of Incorporation (Alaska firms) or Certificate of Authorization** for Foreign Firm ("Out-of-State" firms). All corporations, regardless of type of services provided, must have one of the certificates (AS 10.06.218 and other sections of Title 10.06 - Alaska Corporations Code).

4. **Current Board of Director's Resolution** for incorporated Contractors and incorporated Subcontractors for Architecture, Engineering, Land Surveying, or Landscape Architecture (AS 08.48.241), which names the person(s) designated in "responsible charge" for each discipline. Such persons shall be licensed in Alaska and shall participate as project staff in the Contract / Subcontracts.

5. **Corporations, limited liability companies, and limited liability partnerships** shall have a valid Certificate of Authorization under 08.48.241 prior to award.

6. **All partners** in a Partnership to provide Architecture, Engineering, Land Surveying, or Landscape Architecture **must be legally registered in Alaska** prior to submittal of proposal for at least one of those disciplines (AS 08.48.251) that the Partnership offers.

7. **Joint Ventures**, regardless of type of services provided, must be licensed/registered in the legal name of the Joint Venture as used in this proposal (AS 43.70.020 and 43.70.110(4)).

8. The Contractor certifies that firms or individuals **debarred or suspended by the Department, State or Federal agencies** are not employed or subcontracted under this Professional Services Agreement. See PSA General Conditions, Appendix A, Article A26 Suspension and Debarment.

9. The Contractor certifies compliance with PSA General Conditions, Appendix A, Article A24 **Federal Aid Certification**.

The Contractor will ensure that it and all Subcontractors have insurance coverage to effectuate the requirements of Appendix D, "Indemnification and Insurance", DOT&PF Form 25A269, as prepared for this Agreement.

I certify that I am a duly authorized representative of the Contractor and that the above requirements will be complied with in full. This certification is a material representation of fact upon which reliance will be placed if the proposed contract is awarded.

Signature Date
Name ..... :
Title ..... :

For information about licensing, Offerors may contact the Alaska Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing at P.O. Box 110806, Juneau, AK 99811-0806, or at Telephone (907) 465-2550, or at Internet address: http://www.commerce.alaska.gov/web/cbpl/home.aspx.

Community Water Sewer Improvements Contact List

Community	3 Letter Airport Code	Project Agency Lead	Primary Project Engineer	Phone Number	RMW Region	Remote Maintenance Worker	Phone Number	RMW Supervisor	Phone Number	RUBA Contact	Phone Number	Operator Certification Contact	Phone Number	Drinking Water Staff	Phone Number	Solid Waste Contact	Phone Number
Adak	ADK	VSW	Oscar Menendez	907-269-7606	APIA	Daniel Shellikoff	907-276-2700	John Johnson	907-269-7605	Trish Gilliland	907-269-0350	Rachel Puckett		Elizabeth Nakanishi	907-269-7517	Rachel Mills	907-269-7642
Akhiok	AKK	ANTHC	Andres Benitez Ospina	907-764-3787	APIA	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Breanna Armstrong	907-269-4501	Rachel Puckett		Karis Barnes	907-262-8204	Stephen Price	907-269-7467
Akiachak	KKI	ANTHC	Ansel Morsillo	412-952-7852	YKHC	Nick Sanders	907-543-6427	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Monica Ague	907-269-7653	Rachel Mills	907-269-7642
Akiak	AKI	ANTHC	Ivan Chikigak-Steadman	907-748-0870	YKHC	Nick Sanders	907-543-6427	Bob White	907-545-0916			Ronald Crompton	907-465-1195	John Davis	907-262-8201	Rachel Mills	907-269-7642
Akutan	KQA	ANTHC	Andres Benitez Ospina	907-764-3787	APIA	Daniel Shellikoff	907-276-2700	Karen Pletnikoff	907-222-4286	Lydia Mielke	907-269-4563	Rachel Puckett		Karis Barnes	907-262-8204		
Alakanuk	AUK	VSW	Tina Altstatt	907-269-7627	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Elizabeth Nakanishi	907-269-7517	Stephen Price	907-269-7467
Alatna	ALT	ANTHC	Greg Martin	907-538-1141	TCC	Scot Demientieff	907-452-8251 ext. 3267	Duane Burnham	907-452-8251 ext. 3266	Brendan Smyth	907-451-2744	Rachel Puckett		Mike Sharp	907-451-2178	Ina Timling	907-451-2135
Aleknagik	WKK	ANTHC	Magaly Mendoza	907-729-8237	BBAHC			Melany Stumpner	907-842-3396	Trish Gilliland	907-269-0350	Rachel Puckett		John Davis	907-262-8201	Stephen Price	907-269-7467
Allakaket	AET	ANTHC	William Brooks	907-538-4990	TCC	Scot Demientieff	907-452-8251 ext. 3267	Duane Burnham	907-452-8251 ext. 3266	Brendan Smyth	907-451-2744	Rachel Puckett		Mike Sharp	907-451-2178	Ina Timling	907-451-2135
Ambler	ABL	ANTHC	Elizabeth Hodges	916-996-9190	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-729-7753	Catherine Brooks	907-451-2746	Brandi Adams	907-465-5530	Gretchen Keim	907-451-2231	Ina Timling	907-451-2135
Anaktuvuk Pass	AKP	ANTHC	Derek Hancey	707-499-2923						Trisha Sullivan	907-269-4549	Ronald Crompton	907-465-1195	Jenny Roberts	907-451-2137	Ina Timling	907-451-2135
Anchor Point	APT				DEC	Ryan Johnson	907-269-3067	John Johnson	907-269-7605	Gabriel Gonzales	907-754-3588	Rachel Puckett		James Latimer	907-262-3410		
Anchorage	ANC	SRF	Susan Start	907-269-7437						Sonya Pevan	907-269-8159	Brandi Adams	907-465-5530	Kristine Poeppel	907-269-7521	Annemieke Powers	907-269-7626
Anderson	AND	VSW	Trenton Tulloss	907-269-7554	DEC	Cullen Richmond	907-269-7571	John Johnson	907-269-7605			Rachel Puckett					
Angoon	AGN	ANTHC	Kevin Ulrich	907-440-2864	DEC	Cullen Richmond	907-269-7571	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	James Latimer	907-262-3410	Zach Gianotti	907-465-5318
Aniak	ANI	VSW	Marc Cambra	907-269-7525	YKHC	Bruce Werba	907-476-2104	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	John Davis	907-262-8201	Laona DeWilde	907-451-2761
Annette Island		VSW	Carrie Bohan	907-465-5143													
Anvik	ANV	VSW	Trevor White	907-451-2103	YKHC	Bruce Werba	907-476-2104	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Kristine Poeppel	907-269-7521	Laona DeWilde	907-451-2761
Arctic Village	ARC	VSW	Erin Anderson	907-451-5157	TCC	Scot Demientieff	907-452-8251 ext. 3267	Duane Burnham	907-452-8251 ext. 3266	Brendan Smyth	907-451-2744	Rachel Puckett		Mike Sharp	907-451-2178	Ina Timling	907-451-2135
Atka	AKB	VSW	James Robinson	907-269-7622	APIA	Daniel Shellikoff	907-276-2700	John Johnson	907-269-7605	Trish Gilliland	907-269-0350	Rachel Puckett		Monica Ague	907-269-7653	Rachel Mills	907-269-7642
Atmautluak	ATT	ANTHC	Corbyn Jahn	907-317-2917	YKHC	Nick Sanders	907-543-6427	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Elizabeth Nakanishi	907-269-7517	Rachel Mills	907-269-7642
Atqasuk	ATK	ANTHC	Derek Hancey	707-499-2923						Trisha Sullivan	907-269-4549	Ronald Crompton	907-465-1195	Jenny Roberts	907-451-2137	Ina Timling	907-451-2135
Beaver	WBQ	VSW	Erin Anderson	907-451-5157	TCC	Scot Demientieff	907-452-8251 ext. 3267	Duane Burnham	907-452-8251 ext. 3266	Catherine Brooks	907-451-2746	Rachel Puckett		Jenny Roberts	907-451-2137	Ina Timling	907-451-2135
Bethel	BET	VSW	Erin Anderson	907-451-5157						Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Elizabeth Nakanishi	907-269-7517	Annemieke Powers	907-269-7626
Bethel-ONC																	
Birch Creek	KBC	ANTHC	William Brooks	907-538-4990	TCC	Taji Parks	907-452-8251 ext. 3265	Duane Burnham	907-452-8251 ext. 3266	Brendan Smyth	907-451-2744	Rachel Puckett				Ina Timling	907-451-2135
Brevig Mission	KTS	ANTHC	Scott Fezer	770-265-4220	NSHC	Monti Tarawneh	907-443-3403	Richard Kuzuguk	907-443-4584	Brendan Smyth	907-451-2744	Brandi Adams	907-465-5530	Jenny Roberts	907-451-2137	Ina Timling	907-451-2135
Bristol Bay		SRF	Young Ha	907-269-7544													
Buckland	BKC	VSW	Aaron Wheatall	907-269-4967	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-729-7753	Brendan Smyth	907-451-2744	Brandi Adams	907-465-5530	Mike Sharp	907-451-2178	Laona DeWilde	907-451-2761
Cantwell	TTW	ANTHC	Greg Martin	907-538-1141						Catherine Brooks	907-451-2746						
Central Peninsula										Lynn Kenealy	907-269-8122						
Chalkyitsik	CIK	ANTHC	Kay Sind	314-504-2287	TCC	Taji Parks	907-452-8251 ext. 3265	Duane Burnham	907-452-8251 ext. 3266	Catherine Brooks	907-451-2746	Rachel Puckett		Mike Sharp	907-451-2178	Trisha Bower	907-451-2174
Chefornak	CYF	VSW	Erin Anderson	907-451-5157	YKHC	Willie Kamuck	907-438-6026	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Monica Ague	907-269-7653	Rachel Mills	907-269-7642
Chenega Bay	CAB	ANTHC	Kevin Ulrich	907-440-2864	DEC	Cullen Richmond	907-269-7571	John Johnson	907-269-7605	Breanna Armstrong	907-269-4501	Rachel Puckett		Christina Harris	907-262-3403	Rachel Mills	907-269-7642
Chevak	VAK	ANTHC	Ryan Beckett	907-830-1891	YKHC	Willie Kamuck	907-438-6026	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Monica Ague	907-269-7653	Stephen Price	907-269-7467
Chignik	KCQ	ANTHC	Magaly Mendoza	907-729-8237	BBAHC	Jeff Fonkert	907-843-0665	Melany Stumpner	907-842-3396	Gabriel Gonzales	907-754-3588	Rachel Puckett		Monica Ague	907-269-7653	Stephen Price	907-269-7467
Chignik Lagoon	KCL	ANTHC	Joyell Acuna	907-382-4913	BBAHC	Jeff Fonkert	907-843-0665	Melany Stumpner	907-842-3396	Gabriel Gonzales	907-754-3588	Rachel Puckett		Monica Ague	907-269-7653	Stephen Price	907-269-7467
Chignik Lake	CKL	ANTHC	Magaly Mendoza	907-729-8237	BBAHC	Jeff Fonkert	907-843-0665	Melany Stumpner	907-842-3396	Gabriel Gonzales	907-754-3588	Rachel Puckett		Kristine Poeppel	907-269-7521	Stephen Price	907-269-7467
Chistochina	CZO	VSW	Oscar Menendez	907-269-7606						Trish Gilliland	907-269-0350						
Chitina	CXC	VSW	Oscar Menendez	907-269-7606	DEC			John Johnson	907-269-7605	Eric Bjelland	907-269-3037	Rachel Puckett		Jessica Cahill	907-376-1824		
Chuathbaluk	CHU	VSW	Marc Cambra	907-269-7525	YKHC	Bruce Werba	907-476-2104	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Elizabeth Nakanishi	907-269-7517	Laona DeWilde	907-451-2761
Circle	IRC	ANTHC	Karina Packer	907-306-2259	TCC	Romeo Stickman	907-452-8251 ext. 4922	Duane Burnham	907-452-8251 ext. 3266	Catherine Brooks	907-451-2746	Rachel Puckett		Gretchen Keim	907-451-2231	Ina Timling	907-451-2135
Clark's Point	CLP	VSW	Anita Erickson	907-269-4592	BBAHC	Jeff Fonkert	907-843-0665	Melany Stumpner	907-842-3396	Breanna Armstrong	907-269-4501	Rachel Puckett		John Davis	907-262-8201	Stephen Price	907-269-7467
Coffman Cove	KCC	VSW	Aaron Wheatall	907-269-4967	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Christina Harris	907-262-3403		
Cold Bay	CDB	VSW	Trenton Tulloss	907-269-7554	APIA	Daniel Shellikoff	907-276-2700	Karen Pletnikoff	907-222-4286	Eric Bjelland	907-269-3037	Rachel Puckett		John Davis	907-262-8201	Rachel Mills	907-269-7642
Copper Center	CZC	VSW	Ari Sosnowski	907-269-5180	DEC			John Johnson	907-269-7605	Gabriel Gonzales	907-754-3588	Rachel Puckett					
Cordova	CDV	SRF	Susan Start	907-269-7437						Sonya Pevan	907-269-8159			Christina Harris	907-262-3403	Zach Gianotti	907-465-5318
Craig	CGA	ANTHC	Andres Benitez Ospina	907-764-3787	DEC			John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Christina Harris	907-262-3403		
Crooked Creek	CKD	ANTHC	Corbyn Jahn	907-317-2917	YKHC	Bruce Werba	907-476-2104	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	John Davis	907-262-8201	Laona DeWilde	907-451-2761
Deering	DRG	VSW	Ari Sosnowski	907-269-5180	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-729-7753	Nicholas Martinez	907-543-3475	Brandi Adams	907-465-5530	Jenny Roberts	907-451-2137	Laona DeWilde	907-451-2761
Delta Junction	DJN	VSW	Carrie Bohan	907-465-5143												Luci Farrell	907-451-1650
Denali Borough		VSW	Carrie Bohan	907-465-5143						Sonya Pevan	907-269-8159					Luci Farrell	907-451-1650
Dillingham	DLG	ANTHC	Victoria Jelderks	503-896-6265						Sonya Pevan	907-269-8159			John Davis	907-262-8201	Annemieke Powers	907-269-7626
Diomede	DIO	ANTHC	Scott Fezer	770-265-4220	NSHC	Monti Tarawneh	907-443-3403	Richard Kuzuguk	907-443-4584	Lydia Mielke	907-269-4563	Brandi Adams	907-465-5530	Mike Sharp	907-451-2178	Ina Timling	907-451-2135
Dot Lake	DTL	ANTHC	Greg Martin	907-538-1141	TCC	Romeo Stickman	907-452-8251 ext. 4922	Duane Burnham	907-452-8251 ext. 3266	Catherine Brooks	907-451-2746	Rachel Puckett				Laona DeWilde	907-451-2761
Dutch Harbor	DUT																
Eagle Village	EGV	ANTHC	Greg Martin	907-538-1141	TCC	Taji Parks	907-452-8251 ext. 3265	Duane Burnham	907-452-8251 ext. 3266	Brendan Smyth	907-451-2744	Rachel Puckett		Mike Sharp	907-451-2178	Laona DeWilde	907-451-2761
Eek	EEK	ANTHC	Ryan Beckett	907-830-1891	YKHC	Bob White	907-545-0916	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Karis Barnes	907-262-8204	Rachel Mills	907-269-7642
Egegik	EGX	VSW	Tina Altstatt	907-269-7627	BBAHC	Larry Small	907-967-2105	Melany Stumpner	907-842-3396	Eric Bjelland	907-269-3037	Rachel Puckett		Monica Ague	907-269-7653	Stephen Price	907-269-7467
Ekuk	KKU	VSW	Anita Erickson	907-269-4592						Lydia Mielke	907-269-4563					Stephen Price	907-269-7467
Ekwok	KEK	VSW	Oscar Menendez	907-269-7606	BBAHC			Melany Stumpner	907-842-3396	Iura Leahu	907-465-4814	Rachel Puckett		John Davis	907-262-8201	Stephen Price	907-269-7467
Elfin Cove	ELV	VSW	Anita Erickson	907-269-4592	DEC			John Johnson	907-269-7605	Iura Leahu	907-465-4814	Rachel Puckett		Christina Harris	907-262-3403		
Elim	ELI	ANTHC	Scott Fezer	770-265-4220	NSHC	Shyler Johnson	907-625-1231	Richard Kuzuguk	907-443-4584	Brendan Smyth	907-451-2744	Brandi Adams	907-465-5530	Mike Sharp	907-451-2178	Laona DeWilde	907-451-2761
Emmonak	EMM	VSW	Olivia Beckham	907-269-8806	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Monica Ague	907-269-7653	Stephen Price	907-269-7467
Evansville	EVV	ANTHC	Kay Sind	314-504-2287						Catherine Brooks	907-451-2746					Ina Timling	907-451-2135
Fairbanks NSB	FAI	SRF	Josh Alvey	907-269-1065						Sonya Pevan	907-269-8159			Mike Sharp	907-451-2178		
False Pass	KFP	ANTHC	Kevin Ulrich	907-440-2864	APIA	Daniel Shellikoff	907-276-2700	John Johnson	907-269-7605	Eric Bjelland	907-269-3037	Rachel Puckett		Monica Ague	907-269-7653	Rachel Mills	907-269-7642
Fort Yukon	FYU	ANTHC	William Brooks	907-538-4990	TCC	Romeo Stickman	907-452-8251 ext. 4922	Duane Burnham	907-452-8251 ext. 3266	Catherine Brooks	907-451-2746	Rachel Puckett		Mike Sharp	907-451-2178	Ina Timling	907-451-2135
Galena	GAL	ANTHC	Elena Navas	224-307-9028	TCC	Scot Demientieff	907-452-8251 ext. 3267	Duane Burnham	907-452-8251 ext. 3266	Brendan Smyth	907-451-2744	Rachel Puckett		Mike Sharp	907-451-2178	Laona DeWilde	907-451-2761
Gambell	GAM	VSW	Oscar Menendez	907-269-7606	NSHC	Monti Tarawneh	907-443-3403	Richard Kuzuguk	907-443-4584	Catherine Brooks	907-451-2746	Brandi Adams	907-465-5530	Mike Sharp	907-451-2178	Ina Timling	907-451-2135
Girdwood		SRF	Young Ha	907-269-7544								Brandi Adams	907-465-5530				

Community Water Sewer Improvements Contact List

Community	3 Letter Airport Code	Project Agency Lead	Primary Project Engineer	Phone Number	RMW Region	Remote Maintenance Worker	Phone Number	RMW Supervisor	Phone Number	RUBA Contact	Phone Number	Operator Certification Contact	Phone Number	Drinking Water Staff	Phone Number	Solid Waste Contact	Phone Number
Glennallen	GLQ	VSW	Trenton Tulloss	907-269-7554	DEC			John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Rachel Puckett		Jessica Cahill	907-376-1824	Annemieke Powers	907-269-7626
Golovin	GLV	ANTHC	Scott Fezer	770-265-4220	NSHC	Shyler Johnson	907-625-1231	Richard Kuzuguk	907-443-4584	Brendan Smyth	907-451-2744	Brandi Adams	907-465-5530	Mike Sharp	907-451-2178	Ina Timling	907-451-2135
Goodnews Bay	GNU	ANTHC	Magaly Mendoza	907-729-8237	BBAHC	Larry Small	907-967-2105	Melany Stumpner	907-842-3396	Nicholas Martinez	907-543-3475	Rachel Puckett		John Davis	907-262-8201	Rachel Mills	907-269-7642
Grayling	KGX	ANTHC	Ryan Beckett	907-830-1891	YKHC	Bruce Werba	907-476-2104	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Kristine Poeppel	907-269-7521	Laona DeWilde	907-451-2761
Gulkana	GKN	ANTHC	Elena Navas	224-307-9028	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Trish Gilliland	907-269-0350	Rachel Puckett		Jenny Roberts	907-451-2137		
Gustavus	GST	VSW	Anita Erickson	907-269-4592	DEC			John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Emily Hoyt	907-465-5350	Zach Gianotti	907-465-5318
Healy Lake	HKB	VSW	Erin Anderson	907-451-5157	TCC	Taji Parks	907-452-8251 ext. 3265	Duane Burnham	907-452-8251 ext. 3266	Brendan Smyth	907-451-2744	Rachel Puckett					
Holy Cross	HCR	ANTHC	Ryan Beckett	907-830-1891	YKHC	Bruce Werba	907-476-2104	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Elizabeth Nakanishi	907-269-7517	Laona DeWilde	907-451-2761
Homer	HOM	SRF	Josh Alvey	907-269-1065						Sonya Pevan	907-269-8159	Ronald Crompton	907-465-1195	Christina Harris	907-262-3403		
Hoonah	HNH	ANTHC	James Amundsen	907-301-5701	DEC	Cullen Richmond	907-269-7571	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Emily Hoyt	907-465-5350	Zach Gianotti	907-465-5318
Hooper Bay	HPB	VSW	Trevor White	907-451-2103	YKHC	Willie Kamuck	907-438-6026	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Kristine Poeppel	907-269-7521	Stephen Price	907-269-7467
Hughes	HUS	ANTHC	Karina Packer	907-306-2259	TCC	Scot Demientieff	907-452-8251 ext. 3267	Duane Burnham	907-452-8251 ext. 3266	Brendan Smyth	907-451-2744	Rachel Puckett		Mike Sharp	907-451-2178	Ina Timling	907-451-2135
Huslia	HSL	ANTHC	Greg Martin	907-538-1141	TCC	Taji Parks	907-452-8251 ext. 3265	Duane Burnham	907-452-8251 ext. 3266	Catherine Brooks	907-451-2746	Rachel Puckett		Gretchen Keim	907-451-2231	Laona DeWilde	907-451-2761
Hydaburg	HYG	ANTHC	James Amundsen	907-301-5701	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Brandi Adams	907-465-5530	Emily Hoyt	907-465-5350	Zach Gianotti	907-465-5318
Igiugig	IGG	ANTHC	Magaly Mendoza	907-729-8237	DEC	Ryan Johnson	907-269-3067	John Johnson	907-269-7605	Eric Bjelland	907-269-3037	Rachel Puckett		Monica Ague	907-269-7653	Stephen Price	907-269-7467
Iliamna	ILI	ANTHC	Joyell Acuna	907-382-4913	DEC			John Johnson	907-269-7605	Eric Bjelland	907-269-3037	Rachel Puckett				Stephen Price	907-269-7467
Ivanof Bay	KIB	VSW	Oscar Menendez	907-269-7606	BBAHC			Melany Stumpner	907-842-3396	Trish Gilliland	907-269-0350	Rachel Puckett		John Davis	907-262-8201		
Juneau	JNU	SRF	Josh Alvey	907-269-1065						Sonya Pevan	907-269-8159	Brandi Adams	907-465-5530	Christina Harris	907-262-3403	Zach Gianotti	907-465-5318
Kachemak Selo		VSW	Ari Sosnowski	907-269-5180	DEC	Ryan Johnson	907-269-3067	John Johnson	907-269-7605	Gabriel Gonzales	907-754-3588	Rachel Puckett		James Latimer	907-262-3410		
Kake	KAE	ANTHC	Elizabeth Merrill	907-306-3233	DEC	Cullen Richmond	907-269-7571	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Emily Hoyt	907-465-5350	Zach Gianotti	907-465-5318
Kaktovik	BTI	ANTHC	Derek Hancey	707-499-2923						Trisha Sullivan	907-269-4549	Ronald Crompton	907-465-1195	Jenny Roberts	907-451-2137	Ina Timling	907-451-2135
Kaltag	KAL	ANTHC	Elena Navas	224-307-9028	TCC	Scot Demientieff	907-452-8251 ext. 3267	Duane Burnham	907-452-8251 ext. 3266	Catherine Brooks	907-451-2746	Rachel Puckett		Jenny Roberts	907-451-2137	Laona DeWilde	907-451-2761
Karluk	KYK	ANTHC	Kevin Ulrich	907-440-2864	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Breanna Armstrong	907-269-4501	Rachel Puckett		Karis Barnes	907-262-8204	Stephen Price	907-269-7467
Kasaan	KXA	ANTHC	James Amundsen	907-301-5701	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Emily Hoyt	907-465-5350		
Kasigluk	KUK	ANTHC	Ryan Beckett	907-830-1891	YKHC	Nick Sanders	907-543-6427	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Kristine Poeppel	907-269-7521	Rachel Mills	907-269-7642
Kenai	ENA	SRF	Josh Alvey	907-269-1065						Sonya Pevan	907-269-8159	Ronald Crompton	907-465-1195	Emily Hoyt	907-465-5350		
Kennicott/McCarthy	MXY	VSW	Oscar Menendez	907-269-7606													
Ketchikan	KTN	SRF	Susan Start	907-269-7437						Sonya Pevan	907-269-8159	Brandi Adams	907-465-5530	Christina Harris	907-262-3403	Zach Gianotti	907-465-5318
Kiana	IAN	ANTHC	Elizabeth Hodges	916-996-9190	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-729-7753	Catherine Brooks	907-451-2746	Brandi Adams	907-465-5530	Gretchen Keim	907-451-2231	Laona DeWilde	907-451-2761
King Cove	KVC	SRF	Kevin De Michelis	907-269-7603	APIA	Daniel Shellikoff	907-276-2700	John Johnson	907-269-7605	Breanna Armstrong	907-269-4501	Rachel Puckett		John Davis	907-262-8201	Rachel Mills	907-269-7642
King Salmon	AKN	ANTHC	Victoria Jelderks	503-896-6265						Lydia Mielke	907-269-4563						
Kipnuk	KIP	ANTHC	Corbyn Jahn	907-317-2917	YKHC	Willie Kamuck	907-438-6026	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	John Davis	907-262-8201	Rachel Mills	907-269-7642
Kivalina	KVL	ANTHC	Derek Hancey	707-499-2923	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-729-7753	Eric Bjelland	907-269-3037	Brandi Adams	907-465-5530	Jenny Roberts	907-451-2137	Laona DeWilde	907-451-2761
Klawock	KLW	ANTHC	Andres Benitez Ospina	907-764-3787	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Emily Hoyt	907-465-5350	Zach Gianotti	907-465-5318
Klukwan	WAN	ANTHC	Elizabeth Merrill	907-306-3233	DEC	Cullen Richmond	907-269-7571	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Christina Harris	907-262-3403	Zach Gianotti	907-465-5318
Kobuk	OBU	ANTHC	Elizabeth Hodges	916-996-9190	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-729-7753	Breanna Armstrong	907-269-4501	Brandi Adams	907-465-5530	Gretchen Keim	907-451-2231	Ina Timling	907-451-2135
Kodiak	ADQ	SRF	Josh Alvey	907-269-1065						Sonya Pevan	907-269-8159			Elizabeth Nakanishi	907-269-7517	Annemieke Powers	907-269-7626
Kokhanok	KHK	ANTHC	Joyell Acuna	907-382-4913	DEC	Ryan Johnson	907-269-3067	John Johnson	907-269-7605	Gabriel Gonzales	907-754-3588	Rachel Puckett		Monica Ague	907-269-7653	Stephen Price	907-269-7467
Koliganek	KGK	ANTHC	Magaly Mendoza	907-729-8237	BBAHC	Jeff Fonkert	907-843-0665	Melany Stumpner	907-842-3396	Trish Gilliland	907-269-0350	Rachel Puckett		Elizabeth Nakanishi	907-269-7517	Stephen Price	907-269-7467
Kongiganak	KKH	VSW	Oscar Menendez	907-269-7606	YKHC	Nick Sanders	907-543-6427	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Elizabeth Nakanishi	907-269-7517	Rachel Mills	907-269-7642
Kotlik	KOT	ANTHC	Ivan Chikigak-Steadman	907-748-0870	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Elizabeth Nakanishi	907-269-7517	Stephen Price	907-269-7467
Kotzebue	OTZ	ANTHC	Elizabeth Hodges	916-996-9190						Sonya Pevan	907-269-8159	Brandi Adams	907-465-5530	Mike Sharp	907-451-2178	Luci Farrell	907-451-1650
Koyuk	KKA	ANTHC	Derek Hancey	707-499-2923	NSHC	Shyler Johnson	907-625-1231	Richard Kuzuguk	907-443-4584	Brendan Smyth	907-451-2744	Brandi Adams	907-465-5530	Jenny Roberts	907-451-2137	Laona DeWilde	907-451-2761
Koyukuk	KYU	ANTHC	William Brooks	907-538-4990	TCC	Romeo Stickman	907-452-8251 ext. 4922	Duane Burnham	907-452-8251 ext. 3266	Brendan Smyth	907-451-2744	Rachel Puckett		Jenny Roberts	907-451-2137	Laona DeWilde	907-451-2761
Kwethluk	KWT	ANTHC	Ivan Chikigak-Steadman	907-748-0870	YKHC	Nick Sanders	907-543-6427	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Monica Ague	907-269-7653	Rachel Mills	907-269-7642
Kwigillingok Village	KWK	ANTHC	Corbyn Jahn	907-317-2917	YKHC	Nick Sanders	907-543-6427	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Karis Barnes	907-262-8204	Rachel Mills	907-269-7642
Lake Minchumina	LMA	VSW	Carrie Bohan	907-465-5143												Laona DeWilde	907-451-2761
Larsen Bay	LAR	ANTHC	Kevin Ulrich	907-440-2864	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Rachel Puckett		Karis Barnes	907-262-8204	Stephen Price	907-269-7467
Levelock	KLL	ANTHC	Magaly Mendoza	907-729-8237	BBAHC			Melany Stumpner	907-842-3396	Breanna Armstrong	907-269-4501	Rachel Puckett		John Davis	907-262-8201	Stephen Price	907-269-7467
Lime Village	LVD	ANTHC	Ryan Beckett	907-830-1891	YKHC			Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195			Ina Timling	907-451-2135
Lowell Point	LPT	VSW	Oscar Menendez	907-269-7606													
Lower Kalskag	KLG	ANTHC	Ansel Morsillo	412-952-7852	YKHC	Bruce Werba	907-476-2104	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Monica Ague	907-269-7653	Laona DeWilde	907-451-2761
Manley Hot Springs		VSW	Erin Anderson	907-451-5157	TCC	Scot Demientieff	907-452-8251 ext. 3267	Duane Burnham	907-452-8251 ext. 3266	Catherine Brooks	907-451-2746	Rachel Puckett				Ina Timling	907-451-2135
Manokotak	KMO	VSW	Aaron Wheatall	907-269-4967	BBAHC	Larry Small	907-967-2105	Melany Stumpner	907-842-3396	Breanna Armstrong	907-269-4501	Rachel Puckett		Karis Barnes	907-262-8204	Stephen Price	907-269-7467
Marshall	MLL	VSW	Erin Anderson	907-451-5157	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Monica Ague	907-269-7653	Stephen Price	907-269-7467
McGrath	MCG	VSW	Oscar Menendez	907-269-7606	DEC	Cullen Richmond	907-269-7571	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Rachel Puckett		Gretchen Keim	907-451-2231	Laona DeWilde	907-451-2761
Mekoryuk	MYU	VSW	Erin Anderson	907-451-5157	YKHC	Willie Kamuck	907-438-6026	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Monica Ague	907-269-7653	Rachel Mills	907-269-7642
Mentasta	MEN	VSW	Oscar Menendez	907-269-7606	DEC			John Johnson	907-269-7605	Trish Gilliland	907-269-0350	Rachel Puckett		Gretchen Keim	907-451-2231		
Mertarvik		ANTHC	Ryan Beckett	907-830-1891	YKHC	Willie Kamuck	907-438-6026	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Elizabeth Nakanishi	907-269-7517	Rachel Mills	907-269-7642
Metlakatla	MTM	VSW	Ari Sosnowski	907-269-5180	DEC	Ryan Johnson	907-269-3067	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Rachel Puckett		James Latimer	907-262-3410		
Minto	MNT	VSW	Erin Anderson	907-451-5157	TCC	Scot Demientieff	907-452-8251 ext. 3267	Duane Burnham	907-452-8251 ext. 3266	Catherine Brooks	907-451-2746	Rachel Puckett		Gretchen Keim	907-451-2231	Ina Timling	907-451-2135
Moose Pass		VSW	Aaron Wheatall	907-269-4967						Breanna Armstrong	907-269-4501						
Mountain Village	MOU	VSW	Erin Anderson	907-451-5157	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Monica Ague	907-269-7653	Stephen Price	907-269-7467
Naknek	NNK	ANTHC	Victoria Jelderks	503-896-6265	BBAHC			Melany Stumpner	907-842-3396	Lydia Mielke	907-269-4563	Rachel Puckett		John Davis	907-262-8201	Luci Farrell	907-451-1650
Nanwalek	KEB	ANTHC	James Amundsen	907-301-5701	DEC	Ryan Johnson	907-269-3067	John Johnson	907-269-7605	Trish Gilliland	907-269-0350	Rachel Puckett		Emily Hoyt	907-465-5350	Rachel Mills	907-269-7642
Napakiak	WNA	VSW	Trenton Tulloss	907-269-7554	YKHC	Bob White	907-545-0916	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	John Davis	907-262-8201	Rachel Mills	907-269-7642
Napaskiak	PKA	ANTHC	Brent Hove	907-602-0925	YKHC	Bob White	907-545-0916	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Elizabeth Nakanishi	907-269-7517	Rachel Mills	907-269-7642
Naukati West	NKI	VSW	Trenton Tulloss	907-269-7554						Iura Leahu	907-465-4814						
Nelson Lagoon	NNO	ANTHC	Kevin Ulrich	907-440-2864	APIA	Daniel Shellikoff	907-276-2700	Karen Pletnikoff	907-222-4286	Breanna Armstrong	907-269-4501	Rachel Puckett		John Davis	907-262-8201	Rachel Mills	907-269-7642
Nenana	ENN	ANTHC	William Brooks	907-538-4990	TCC	Taji Parks	907-452-8251 ext. 3265	Duane Burnham	907-452-8251 ext. 3266	Brendan Smyth	907-451-2744	Rachel Puckett		Mike Sharp	907-451-2178		
New Stuyahok	KNW	ANTHC	Victoria Jelderks	503-896-6265	BBAHC	Jeff Fonkert	907-843-0665	Melany Stumpner	907-842-3396	Trisha Sullivan	907-269-4549	Rachel Puckett		Monica Ague	907-269-7653	Stephen Price	907-269-7467

Community Water Sewer Improvements Contact List

Community	3 Letter Airport Code	Project Agency Lead	Primary Project Engineer	Phone Number	RMW Region	Remote Maintenance Worker	Phone Number	RMW Supervisor	Phone Number	RUBA Contact	Phone Number	Operator Certification Contact	Phone Number	Drinking Water Staff	Phone Number	Solid Waste Contact	Phone Number
Newhalen	NHL	ANTHC	Joyell Acuna	907-382-4913	DEC	Ryan Johnson	907-269-3067	John Johnson	907-269-7605	Gabriel Gonzales	907-754-3588	Rachel Puckett		Elizabeth Nakanishi	907-269-7517	Stephen Price	907-269-7467
Nightmute	NME	VSW	Erin Anderson	907-451-5157	YKHC	Willie Kamuck	907-438-6026	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Monica Ague	907-269-7653	Rachel Mills	907-269-7642
Nikolaevsk	NIK	VSW	Trenton Tulloss	907-269-7554	DEC	Ryan Johnson	907-269-3067	John Johnson	907-269-7605	Gabriel Gonzales	907-754-3588	Rachel Puckett		James Latimer	907-262-3410		
Nikolai	NIB	ANTHC	Karina Packer	907-306-2259	DEC	Cullen Richmond	907-269-7571	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Rachel Puckett		Teslyn Hakala	907-451-3038	Laona DeWilde	907-451-2761
Nikolski	IKO	ANTHC	James Amundsen	907-301-5701	APIA	Daniel Shellikoff	907-276-2700	John Johnson	907-269-7605	Breanna Armstrong	907-269-4501	Rachel Puckett		John Davis	907-262-8201	Rachel Mills	907-269-7642
Ninilchik	NIN				DEC	Ryan Johnson	907-269-3067	John Johnson	907-269-7605	Breanna Armstrong	907-269-4501	Rachel Puckett					
Noatak	WTK	ANTHC	Elizabeth Hodges	916-996-9190	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-729-7753	Brendan Smyth	907-451-2744	Brandi Adams	907-465-5530	Gretchen Keim	907-451-2231	Ina Timling	907-451-2135
Nome	OME	ANTHC	Scott Fezer	770-265-4220								Brandi Adams	907-465-5530	Gretchen Keim	907-451-2231	Luci Farrell	907-451-1650
Nondalton	NNL	ANTHC	Victoria Jelderks	503-896-6265	DEC	Ryan Johnson	907-269-3067	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Rachel Puckett		John Davis	907-262-8201	Stephen Price	907-269-7467
Noorvik	ORV	ANTHC	Elizabeth Hodges	916-996-9190	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-729-7753	Catherine Brooks	907-451-2746	Brandi Adams	907-465-5530	Gretchen Keim	907-451-2231	Ina Timling	907-451-2135
North Pole		SRF	Willow Gaber	907-465-5124						Brendan Smyth	907-451-2744			Mike Sharp	907-451-2178		
North Slope Borough										Trisha Sullivan	907-269-4549	Ronald Crompton	907-465-1195	Jenny Roberts	907-451-2137		
Northway	ORT	ANTHC	Greg Martin	907-538-1141	TCC	Romeo Stickman	907-452-8251 ext. 4922	Duane Burnham	907-452-8251 ext. 3266	Catherine Brooks	907-451-2746	Rachel Puckett		Mike Sharp	907-451-2178	Laona DeWilde	907-451-2761
Nuiqsut	NUQ	ANTHC	Derek Hancey	707-499-2923						Trisha Sullivan	907-269-4549	Ronald Crompton	907-465-1195	Jenny Roberts	907-451-2137	Ina Timling	907-451-2135
Nulato	NUL	VSW	Erin Anderson	907-451-5157	TCC	Romeo Stickman	907-452-8251 ext. 4922	Duane Burnham	907-452-8251 ext. 3266	Brendan Smyth	907-451-2744	Rachel Puckett		Jenny Roberts	907-451-2137	Laona DeWilde	907-451-2761
Nunam Iqua	SXP	ANTHC	Ansel Morsillo	412-952-7852	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Elizabeth Nakanishi	907-269-7517	Stephen Price	907-269-7467
Nunapitchuk	NUP	VSW	Oscar Menendez	907-269-7606	YKHC	Nick Sanders	907-543-6427	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Elizabeth Nakanishi	907-269-7517	Rachel Mills	907-269-7642
Old Harbor	OLH	ANTHC	Andres Benitez Ospina	907-764-3787	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Breanna Armstrong	907-269-4501	Rachel Puckett		John Davis	907-262-8201	Stephen Price	907-269-7467
Oscarville	OSC	ANTHC	Ryan Beckett	907-830-1891	YKHC	Nick Sanders	907-543-6427	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Kristine Poeppel	907-269-7521	Rachel Mills	907-269-7642
Ouzinkie	KOZ	ANTHC	James Amundsen	907-301-5701	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Breanna Armstrong	907-269-4501	Rachel Puckett		John Davis	907-262-8201	Stephen Price	907-269-7467
Palmer	PAQ	SRF	Kevin De Michelis	907-269-7603						Sonya Pevan	907-269-8159	Brandi Adams	907-465-5530	Jessica Cahill	907-376-1824	Annemieke Powers	907-269-7626
Pedro Bay	PDB	ANTHC	Victoria Jelderks	503-896-6265						Eric Bjelland	907-269-3037					Stephen Price	907-269-7467
Pelican	PEC	VSW	Anita Erickson	907-269-4592	DEC	Cullen Richmond	907-269-7571	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Christina Harris	907-262-3403	Zach Gianotti	907-465-5318
Perryville	KPV	ANTHC	Victoria Jelderks	503-896-6265	BBAHC	Jeff Fonkert	907-843-0665	Melany Stumpner	907-842-3396	Eric Bjelland	907-269-3037	Rachel Puckett		Monica Ague	907-269-7653	Stephen Price	907-269-7467
Petersburg	PSG	SRF	Willow Gaber	907-465-5124						Sonya Pevan	907-269-8159	Brandi Adams	907-465-5530	Christina Harris	907-262-3403	Zach Gianotti	907-465-5318
Pilot Point	PIP	VSW	Olivia Beckham	907-269-8806	BBAHC			Melany Stumpner	907-842-3396	Iura Leahu	907-465-4814	Rachel Puckett				Stephen Price	907-269-7467
Pilot Station	PQS	ANTHC	Corbyn Jahn	907-317-2917	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	John Davis	907-262-8201	Stephen Price	907-269-7467
Pitka's Point	PPT	ANTHC	Brent Hove	907-602-0925	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Monica Ague	907-269-7653		
Platinum	PTU	VSW	Oscar Menendez	907-269-7606	BBAHC	Larry Small	907-967-2105	Melany Stumpner	907-842-3396	Eric Bjelland	907-269-3037	Rachel Puckett		Karis Barnes	907-262-8204	Rachel Mills	907-269-7642
Point Baker	KPB	VSW	Carrie Bohan	907-465-5143						Iura Leahu	907-465-4814						
Point Hope	PHO	ANTHC	Derek Hancey	707-499-2923						Trisha Sullivan	907-269-4549	Ronald Crompton	907-465-1195	Jenny Roberts	907-451-2137	Ina Timling	907-451-2135
Point Lay	PIZ	ANTHC	Derek Hancey	707-499-2923						Trisha Sullivan	907-269-4549	Ronald Crompton	907-465-1195	Jenny Roberts	907-451-2137	Ina Timling	907-451-2135
Port Alexander	PTD	VSW	Anita Erickson	907-269-4592	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Christina Harris	907-262-3403		
Port Alsworth	PTA	VSW	Marc Cambra	907-269-7525													
Port Graham	PGM	ANTHC	Elizabeth Merrill	907-306-3233	DEC	Ryan Johnson	907-269-3067	John Johnson	907-269-7605	Trish Gilliland	907-269-0350	Rachel Puckett		Emily Hoyt	907-465-5350	Rachel Mills	907-269-7642
Port Heiden	PTH	VSW	Aaron Wheatall	907-269-4967	BBAHC			Melany Stumpner	907-842-3396	Gabriel Gonzales	907-754-3588	Rachel Puckett				Stephen Price	907-269-7467
Port Lions	ORI	ANTHC	Elizabeth Merrill	907-306-3233	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Trish Gilliland	907-269-0350	Rachel Puckett		John Davis	907-262-8201	Stephen Price	907-269-7467
Port Protection	PPV	VSW	Oscar Menendez	907-269-7606	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Christina Harris	907-262-3403		
Portage Creek	PCA	VSW	Oscar Menendez	907-269-7606	BBAHC			Melany Stumpner	907-842-3396	Iura Leahu	907-465-4814	Rachel Puckett		Monica Ague	907-269-7653		
Quinhagak	KWN	VSW	Ari Sosnowski	907-269-5180	YKHC	Bob White	907-545-0916	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	John Davis	907-262-8201	Rachel Mills	907-269-7642
Rampart	RMP	ANTHC	Kay Sind	314-504-2287	TCC	Romeo Stickman	907-452-8251 ext. 4922	Duane Burnham	907-452-8251 ext. 3266	Catherine Brooks	907-451-2746	Rachel Puckett		Mike Sharp	907-451-2178	Ina Timling	907-451-2135
Red Devil	RDV	VSW	Oscar Menendez	907-269-7606	YKHC			Bob White	907-545-0916	Nicholas Martinez	907-543-3475					Laona DeWilde	907-451-2761
Ruby	RBY	ANTHC	William Brooks	907-538-4990	TCC	Taji Parks	907-452-8251 ext. 3265	Duane Burnham	907-452-8251 ext. 3266	Catherine Brooks	907-451-2746	Rachel Puckett		Gretchen Keim	907-451-2231	Laona DeWilde	907-451-2761
Russian Mission	RSH	ANTHC	Ivan Chikigak-Steadman	907-748-0870	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Elizabeth Nakanishi	907-269-7517	Stephen Price	907-269-7467
Saint George	PBV	VSW	Aaron Wheatall	907-269-4967	APIA	Daniel Shellikoff	907-276-2700	Karen Pletnikoff	907-222-4286	Gabriel Gonzales	907-754-3588	Rachel Puckett		Kristine Poeppel	907-269-7521	Rachel Mills	907-269-7642
Saint Mary's	KSM	ANTHC	Ansel Morsillo	412-952-7852	YKHC	Allan Paukan	907-438-6124 (cell)	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Elizabeth Nakanishi	907-269-7517	Stephen Price	907-269-7467
Saint Michael	SMK	ANTHC	Derek Hancey	707-499-2923	NSHC	Shyler Johnson	907-625-1231	Richard Kuzuguk	907-443-4584	Gabriel Gonzales	907-754-3588	Brandi Adams	907-465-5530	Jenny Roberts	907-451-2137	Laona DeWilde	907-451-2761
Saint Paul	SNP	VSW	Aaron Wheatall	907-269-4967	APIA	Daniel Shellikoff	907-276-2700	John Johnson	907-269-7605	Gabriel Gonzales	907-754-3588	Rachel Puckett		Elizabeth Nakanishi	907-269-7517	Rachel Mills	907-269-7642
Sand Point	SDP	ANTHC	James Amundsen	907-301-5701	APIA	Daniel Shellikoff	907-276-2700	Karen Pletnikoff	907-222-4286	Eric Bjelland	907-269-3037	Rachel Puckett		John Davis	907-262-8201	Rachel Mills	907-269-7642
Savoonga	SVA	ANTHC	Scott Fezer	770-265-4220	NSHC	Monti Tarawneh	907-443-3403	Richard Kuzuguk	907-443-4584			Brandi Adams	907-465-5530	Jenny Roberts	907-451-2137	Ina Timling	907-451-2135
Saxman	SAX	ANTHC	Elizabeth Merrill	907-306-3233	DEC	Ryan Johnson	907-269-3067	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Emily Hoyt	907-465-5350		
Scammon Bay	SCM	ANTHC	Ansel Morsillo	412-952-7852	YKHC	Willie Kamuck	907-438-6026	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	John Davis	907-262-8201	Stephen Price	907-269-7467
Selawik	WLK	ANTHC	Derek Hancey	707-499-2923	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-729-7753	Catherine Brooks	907-451-2746	Brandi Adams	907-465-5530	Gretchen Keim	907-451-2231	Ina Timling	907-451-2135
Seldovia	SOV	VSW	Anita Erickson	907-269-4592	DEC	Ryan Johnson	907-269-3067	John Johnson	907-269-7605	Gabriel Gonzales	907-754-3588	Rachel Puckett		Emily Hoyt	907-465-5350	Rachel Mills	907-269-7642
Seward	SWD	SRF	Kevin De Michelis	907-269-7603						Sonya Pevan	907-269-8159	Ronald Crompton	907-465-1195	Christina Harris	907-262-3403		
Shageluk	SHX	ANTHC	Brent Hove	907-602-0925	YKHC	Bruce Werba	907-476-2104	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Monica Ague	907-269-7653	Laona DeWilde	907-451-2761
Shaktoolik	SKK	VSW	Oscar Menendez	907-269-7606	NSHC	Shyler Johnson	907-625-1231	Richard Kuzuguk	907-443-4584	Breanna Armstrong	907-269-4501	Brandi Adams	907-465-5530	Mike Sharp	907-451-2178	Ina Timling	907-451-2135
Shishmaref	SHH	ANTHC	Scott Fezer	770-265-4220	NSHC	Monti Tarawneh	907-443-3403	Richard Kuzuguk	907-443-4584			Brandi Adams	907-465-5530	Jenny Roberts	907-451-2137	Ina Timling	907-451-2135
Shungnak	SHG	ANTHC	Derek Hancey	707-499-2923	MLQ	Bruce Nelson	907-442-7042	Chris Cox	907-729-7753	Catherine Brooks	907-451-2746	Brandi Adams	907-465-5530	Gretchen Keim	907-451-2231	Laona DeWilde	907-451-2761
Sitka	SIT	SRF	Susan Start	907-269-7437						Sonya Pevan	907-269-8159	Brandi Adams	907-465-5530	Christina Harris	907-262-3403	Zach Gianotti	907-465-5318
Skagway	SGY	SRF	Josh Alvey	907-269-1065						Sonya Pevan	907-269-8159	Brandi Adams	907-465-5530	Christina Harris	907-262-3403	Zach Gianotti	907-465-5318
Slana	SLA	VSW	Oscar Menendez	907-269-7606						Breanna Armstrong	907-269-4501						
Sleetmute	SLQ	VSW	Aaron Wheatall	907-269-4967	YKHC	Bruce Werba	907-476-2104	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Monica Ague	907-269-7653	Laona DeWilde	907-451-2761
Soldotna	SXQ	SRF	Willow Gaber	907-465-5124						Sonya Pevan	907-269-8159	Ronald Crompton	907-465-1195	Christina Harris	907-262-3403	Annemieke Powers	907-269-7626
South Naknek	WSN	ANTHC	Magaly Mendoza	907-729-8237	BBAHC	Larry Small	907-967-2105	Melany Stumpner	907-842-3396	Iura Leahu	907-465-4814	Rachel Puckett		John Davis	907-262-8201	Stephen Price	907-269-7467
Stebbins	WBB	ANTHC	Derek Hancey	707-499-2923	NSHC	Shyler Johnson	907-625-1231	Richard Kuzuguk	907-443-4584			Brandi Adams	907-465-5530	Jenny Roberts	907-451-2137	Laona DeWilde	907-451-2761
Stevens Village	SVS	VSW	Erin Anderson	907-451-5157	TCC	Taji Parks	907-452-8251 ext. 3265	Duane Burnham	907-452-8251 ext. 3266	Catherine Brooks	907-451-2746	Rachel Puckett		Mike Sharp	907-451-2178	Ina Timling	907-451-2135
Stony River	SRV	ANTHC	Corbyn Jahn	907-317-2917	YKHC			Bob White	907-545-0916	Fred Broerman	907-543-0890					Laona DeWilde	907-451-2761
Takotna	TCT	VSW	Oscar Menendez	907-269-7606	DEC	Cullen Richmond	907-269-7571	John Johnson	907-269-7605	Trish Gilliland	907-269-0350	Rachel Puckett		Gretchen Keim	907-451-2231	Laona DeWilde	907-451-2761
Talkeetna	TKA	SRF	Susan Start	907-269-7437						Trish Gilliland	907-269-0350	Brandi Adams	907-465-5530	Darryl Gillespie	907-376-1824		
Tanacross Village	TSG	ANTHC	Kay Sind	314-504-2287	TCC	Romeo Stickman	907-452-8251 ext. 4922	Duane Burnham	907-452-8251 ext. 3266	Brendan Smyth	907-451-2744	Rachel Puckett		Mike Sharp	907-451-2178	Laona DeWilde	907-451-2761

Community Water Sewer Improvements Contact List

Community	3 Letter Airport Code	Project Agency Lead	Primary Project Engineer	Phone Number	RMW Region	Remote Maintenance Worker	Phone Number	RMW Supervisor	Phone Number	RUBA Contact	Phone Number	Operator Certification Contact	Phone Number	Drinking Water Staff	Phone Number	Solid Waste Contact	Phone Number
Tanana	TAL	VSW	Erin Anderson	907-451-5157	TCC	Scot Demientieff	907-452-8251 ext. 3267	Duane Burnham	907-452-8251 ext. 3266	Brendan Smyth	907-451-2744	Rachel Puckett		Mike Sharp	907-451-2178	Laona DeWilde	907-451-2761
Tatitlek	TAT	ANTHC	Andres Benitez Ospina	907-764-3787	DEC	Cullen Richmond	907-269-7571	John Johnson	907-269-7605	Trish Gilliland	907-269-0350	Rachel Puckett		Christina Harris	907-262-3403	Rachel Mills	907-269-7642
Tazlina		ANTHC	Elena Navas	224-307-9028						Trish Gilliland	907-269-0350						
Teller	TLA	VSW	Aaron Wheatall	907-269-4967	NSHC	Monti Tarawneh	907-443-3403	Richard Kuzuguk	907-443-4584	Gabriel Gonzales	907-754-3588	Brandi Adams	907-465-5530	Jenny Roberts	907-451-2137	Ina Timling	907-451-2135
Tenakee Springs	TKE	VSW	Oscar Menendez	907-269-7606						Iura Leahu	907-465-4814			James Latimer	907-262-3410		
Tetlin	THE	ANTHC	Kay Sind	314-504-2287	TCC	Romeo Stickman	907-452-8251 ext. 4922	Duane Burnham	907-452-8251 ext. 3266	Catherine Brooks	907-451-2746	Rachel Puckett		Mike Sharp	907-451-2178	Laona DeWilde	907-451-2761
Thorne Bay	KTB	VSW	James Robinson	907-269-7622	DEC	Tanner Cote	907-269-7609	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	James Latimer	907-262-3410	Zach Gianotti	907-465-5318
Togiak	TOG	ANTHC	Victoria Jelderks	503-896-6265	BBAHC	Larry Small	907-967-2105	Melany Stumpner	907-842-3396	Eric Bjelland	907-269-3037	Rachel Puckett		John Davis	907-262-8201	Stephen Price	907-269-7467
Toksook Bay	OOK	ANTHC	Corbyn Jahn	907-317-2917	YKHC	Willie Kamuck	907-438-6026	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	John Davis	907-262-8201	Rachel Mills	907-269-7642
Trapper Creek		VSW	Carrie Bohan	907-465-5143		Cullen Richmond	907-269-7571	John Johnson	907-269-7605	Lydia Mielke	907-269-4563	Brandi Adams	907-465-5530	Darryl Gillespie	907-376-1824		
Tuluksak	TLT	VSW	Oscar Menendez	907-269-7606	YKHC	Nick Sanders	907-543-6427	Bob White	907-545-0916	Nicholas Martinez	907-543-3475	Ronald Crompton	907-465-1195	Elizabeth Nakanishi	907-269-7517	Rachel Mills	907-269-7642
Tuntutuliak	WTL	VSW	Erin Anderson	907-451-5157	YKHC	Nick Sanders	907-543-6427	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195	Monica Ague	907-269-7653	Rachel Mills	907-269-7642
Tununak	TNK	ANTHC	Ivan Chikigak-Steadman	907-748-0870	YKHC	Willie Kamuck	907-438-6026	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195			Rachel Mills	907-269-7642
Twin Hills	TWA	ANTHC	Joyell Acuna	907-382-4913	BBAHC	Larry Small	907-967-2105	Melany Stumpner	907-842-3396	Eric Bjelland	907-269-3037	Rachel Puckett		John Davis	907-262-8201	Stephen Price	907-269-7467
Tyonek Village	TYE	ANTHC	Joyell Acuna	907-382-4913	DEC	Cullen Richmond	907-269-7571	John Johnson	907-269-7605	Trish Gilliland	907-269-0350	Rachel Puckett		James Latimer	907-262-3410	Rachel Mills	907-269-7642
Ugashik	UGS	ANTHC	Joyell Acuna	907-382-4913	BBAHC			Melany Stumpner	907-842-3396	Gabriel Gonzales	907-754-3588	Rachel Puckett		John Davis	907-262-8201	Stephen Price	907-269-7467
Unalakleet	UNK	VSW	Aaron Wheatall	907-269-4967	NSHC	Shyler Johnson	907-625-1231	Richard Kuzuguk	907-443-4584			Brandi Adams	907-465-5530	Jenny Roberts	907-451-2137	Ina Timling	907-451-2135
Unalaska	DUT				APIA	Daniel Shellikoff	907-276-2700	John Johnson	907-269-7605	Sonya Pevan	907-269-8159	Rachel Puckett		Kristine Poeppel	907-269-7521	Annemieke Powers	907-269-7626
Upper Kalskag	KLG	VSW	Olivia Beckham	907-269-8806	YKHC	Bruce Werba	907-476-2104	Bob White	907-545-0916	Fred Broerman	907-543-0890	Ronald Crompton	907-465-1195				
Utqiagvik (Barrow)	BRW	ANTHC	Derek Hancey	707-499-2923						Trisha Sullivan	907-269-4549	Ronald Crompton	907-465-1195	Mike Sharp	907-451-2178	Luci Farrell	907-451-1650
Valdez	VDZ	SRF	Young Ha	907-269-7544						Sonya Pevan	907-269-8159	Brandi Adams	907-465-5530	Christina Harris	907-262-3403	Annemieke Powers	907-269-7626
Venetie	VEE	ANTHC	Karina Packer	907-306-2259	TCC	Taji Parks	907-452-8251 ext. 3265	Duane Burnham	907-452-8251 ext. 3266	Catherine Brooks	907-451-2746	Rachel Puckett		Gretchen Keim	907-451-2231	Ina Timling	907-451-2135
Voznesenka	VOZ	VSW	Aaron Wheatall	907-269-4967	DEC	Ryan Johnson	907-269-3067	John Johnson	907-269-7605	Gabriel Gonzales	907-754-3588	Rachel Puckett		James Latimer	907-262-3410		
Wainwright	AIN	ANTHC	Derek Hancey	707-499-2923						Trisha Sullivan	907-269-4549	Ronald Crompton	907-465-1195	Jenny Roberts	907-451-2137	Ina Timling	907-451-2135
Wales	WAA	VSW	Oscar Menendez	907-269-7606	NSHC	Monti Tarawneh	907-443-3403	Richard Kuzuguk	907-443-4584	Breanna Armstrong	907-269-4501	Brandi Adams	907-465-5530	Mike Sharp	907-451-2178	Ina Timling	907-451-2135
Wasilla	WWA	SRF	Young Ha	907-269-7544						Sonya Pevan	907-269-8159	Brandi Adams	907-465-5530	Darryl Gillespie	907-376-1824		
Whale Pass	WWP	VSW	Trenton Tulloss	907-269-7554						Iura Leahu	907-465-4814						
White Mountain	WMO	ANTHC	Scott Fezer	770-265-4220	NSHC	Shyler Johnson	907-625-1231	Richard Kuzuguk	907-443-4584	Gabriel Gonzales	907-754-3588	Brandi Adams	907-465-5530	Jenny Roberts	907-451-2137	Ina Timling	907-451-2135
Whittier	WHI	VSW	Ari Sosnowski	907-269-5180	DEC			John Johnson	907-269-7605	Eric Bjelland	907-269-3037	Rachel Puckett		Elizabeth Nakanishi	907-269-7517		
Wrangell	WRG	SRF	Josh Alvey	907-269-1065						Sonya Pevan	907-269-8159	Brandi Adams	907-465-5530	Christina Harris	907-262-3403		
Yakutat	YAK	ANTHC	Kevin Ulrich	907-440-2864	DEC	Cullen Richmond	907-269-7571	John Johnson	907-269-7605	Iura Leahu	907-465-4814	Brandi Adams	907-465-5530	Emily Hoyt	907-465-5350	Zach Gianotti	907-465-5318

VSW Standard QA/QC Plan Outline

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