State of Alaska
Department of Environmental Conservation
Village Safe Water Program
555 Cordova Street
Anchorage, AK 99501
april.akers@alaska.gov

November 18, 2026

To: Vendor List

Re: Amendment 1
RFP 27-VSW-HBP-030
Hooper Bay Lagoon and Force Main Construction Management and Engineering Services
RFP Due Date: December 11, 2026 @ 2:00 PM AST

The following changes are required:

1. Please see attached VSW estimate worksheet. This attachment is referenced in the Compensation, Appendix C, Exhibit C-1, Method (S) of Payment.

April Akers

April Akers

Procurement Specialist

Instruction No.

1 Offerors preparing a fee proposal for a VSW project are required to present their fee proposal using this template. The template is partially prefilled with tasks and subtasks specific to the RFP.

2 Format: this template has four unique spreadsheet types. They are:

Instructions - This sheet provides an overview of the template functionality and instrucitons for how to complete it.

fees - This sheet provides the basis by which an Offeror shall develop/calculate their fee. The fee rate shall be based solely on the Direct Cost of Direct Labor (DCDL). This sheet is also where Offerors shall define their Fee Rate for Sub-Contractors.

rates - This sheet lists the position, names, and DCDL rates for all staff who will work on the project. This sheet is also where Offerors shall provide their Indirect Cost (IDC) Rate as well as a justification for the IDC Rate. The sheet calculates Fully Loaded Rates for all staff who will work on the project based on the DCDL, the DCDL Fee Rate, and the IDC Rate.

estimate.sum - This sheet aggregates costs from individual task sheets as well as the fees for DCDL and subcontractors from 'feeworksheet.' The only manual entry to this spreadsheet should be the Total Negotiated Fee which should match the automatically calculated Total on the bottom right of the sheet.

TaskX (where X is 1 through 4) - These sheets are prefilled with the tasks and subtasks specific to the RFP as defined in psa Part B Statement of Services. These sheets shall be used by Offerors to estimate the number of hours staff will require to complete the listed subtasks. The sheet is also where Offerors shall list direct costs for travel, materials, equipment, and Sub-Contractor costs less the markup rate defined by sheet 'fees.' These sheets reference the IDC Rate defined on sheet 'rates.'

3 Cell Color Key

White indicates the cell is a prefilled by VSW and does not require an entry by the Offeror

Yellow indicates the cell *should no*t be manually filled by the Offeror, this field will be calculated automatically or references another cell which should be filled manually

Blue indicates the cell **SHOULD** be manually filled by the Offeror

4 If you have any questions about using this spreadsheet, reach out to the VSW procurement officer

VSW FEE WORKSHEET

Confidential - Not for public disclosure until after contract award.

Project Title:

Contractor or Subcontractor:

Prepared by: **Date:**

FEE FOR DIRECT COST OF DIRECT LABOR (DCDL).

BASE LEVEL			**22.0%**
CONSIDERATIONS			
SCHEDULE (2%Maximum)			
Typical Delivery	=	0.0%	
Aggressive Delivery	=	1.0%	
Very Aggressive Delivery	=	2.0%	**0%**
SIZE (2% Maximum)			
Less than $250,000	=	2.0%	
$250,000 - $1,000,000	=	1.0%	
More than $1,000,000	=	0.0%	**0%**
DURATION (2% Maximum)			
Less than 1 year	=	0.0%	
1 to 2 years	=	1.0%	
More than 2 years	=	2.0%	**0%**
COMPLEXITY (2% Maximum)			
Low	=	0.0%	
Low to Mid	=	0.5%	
Mid	=	1.0%	
Mid to High	=	1.5%	
High	=	2.0%	**0.0%**
OTHER / SPECIAL (+/- 2% Maximum)*			**0.00%**
DCDL FEE RATE (Maximum 30%)			**22.00%**
FEE RATE FOR SUB-CONTRACTS (Maximum 5%)			**2.50%**

* Explanation

VSW RATE WORKSHEET

Confidential - Not for public disclosure until after contract award.

Project Title: 0

Contractor or Subcontractor: 0

Prepared by & Date: 0

Indirect Cost Rate (IDC) 1.5

IDC Rate Justification:

Offeror Rates Table				
Position/Staff Name	**Hourly DCDL Rate**	**Hourly Fee (Based on DCDL)**	**Hourly IDC**	**Fully Loaded Rate (DCDL + FEE + IDC)**
Principal - Jane Smith		$0.00	$0.00	$0.00
Project Manager - John Doe		$0.00	$0.00	$0.00
Senior Engineer - XXX		$0.00	$0.00	$0.00
Project Engineer - XXX		$0.00	$0.00	$0.00
Project Geologist - XXX		$0.00	$0.00	$0.00
Drafter 3- XXX		$0.00	$0.00	$0.00
JR Eng 1 - XXX		$0.00	$0.00	$0.00
Staff 2 - XXX		$0.00	$0.00	$0.00
Staff 3 - XXX		$0.00	$0.00	$0.00
Staff 4 - XXX		$0.00	$0.00	$0.00
Staff 5 - XXX		$0.00	$0.00	$0.00

COST ESTIMATE PER TASK

FIRM:	0	**PROJECT TITLE:**	0		
TASK NO:	1	**TASK DESCRIPTION:**	Pre-Construction and Mobilization Planning	**DATE:**	0
GROUP:		**METHOD OF PAYMENT:**	FP ☐ T&E ☐ T&M ☑	**PREPARED BY:**	0

SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Principal - Jane Smith	Project Manager - John Doe	Senior Engineer - XXX	Project Engineer - XXX	Project Geologist - XXX	Drafter 3- XXX	JR Eng 1 - XXX	Staff 2 - XXX	Staff 3 - XXX	Staff 4 - XXX	Staff 5 - XXX
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											
TOTAL LABOR HOURS		0	0	0	0	0	0	0	0	0	0	0
DCDL LABOR RATES ($/HR)		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
LABOR COSTS ($)		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

EXPENSES

SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE
1.1	Field Labor Flights			$0.00
1.1	Field Labor Lodging			$0.00
1.1	Field Labor Per Diem			$0.00
				$0.00
				$0.00
				$0.00
				$0.00
	TOTAL EXPENSES:			**$0**

SUB-CONTRACTORS*: Firm Initials and Price Per Task (Do not include SUB Fees here)

FIRM:							
AMOUNT:							

COMMENTS:

FIRM'S TOTAL COST OF LABOR (or Fixed Price):		**$0**
INDIRECT COST RATE AND TOTAL IDC	1.5	**$0**
FIRM'S TOTAL EXPENSES		**$0**
FIRM'S TOTAL COST (no Subcontracts or Fee)		**$0**
TOTAL SUBCONTRACTOR PRICES:		**$0**

* Subcontractor fee proposals shall also use this template

COST ESTIMATE PER TASK

FIRM: 0		**PROJECT TITLE:** 0	
TASK NO: 2	**TASK DESCRIPTION:** Construction Management		**DATE:** 0
GROUP:	**METHOD OF PAYMENT:** FP ☐ T&E ☐ T&M ☑		**PREPARED BY:** 0

SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Principal - Jane Smith	Project Manager - John Doe	Senior Engineer - XXX	Project Engineer - XXX	Project Geologist - XXX	Drafter 3- XXX	JR Eng 1 - XXX	Staff 2 - XXX	Staff 3 - XXX	Staff 4 - XXX	Staff 5 - XXX
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											
TOTAL LABOR HOURS		0	0	0	0	0	0	0	0	0	0	0
DCDL LABOR RATES ($/HR)		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
LABOR COSTS ($)		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

EXPENSES

SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE
2.1	Field Labor Flights			$0.00
2.1	Field Labor Lodging			$0.00
2.1	Field Labor Per Diem			$0.00
				$0.00
				$0.00
				$0.00
			TOTAL EXPENSES:	**$0**

SUB-CONTRACTORS*: Firm Initials and Price Per Task (Do not include SUB Fees here)

FIRM:							
AMOUNT:							

COMMENTS:

FIRM'S TOTAL COST OF LABOR (or Fixed Price):		**$0**
INDIRECT COST RATE AND TOTAL IDC	**1.5**	**$0**
FIRM'S TOTAL EXPENSES		**$0**
FIRM'S TOTAL COST (no Subcontracts or Fee)		**$0**
TOTAL SUBCONTRACTOR PRICES:		**$0**

* Subcontractor fee proposals shall also use this template

COST ESTIMATE PER TASK

FIRM: 0		**PROJECT TITLE:** 0	
TASK NO: 3	**TASK DESCRIPTION:** Project Closeout and Warranty		**DATE:** 0
GROUP:	**METHOD OF PAYMENT:** FP ☐ T&E ☐ T&M ☑		**PREPARED BY:** 0

SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Principal - Jane Smith	Project Manager - John Doe	Senior Engineer - XXX	Project Engineer - XXX	Project Geologist - XXX	Drafter 3- XXX	JR Eng 1 - XXX	Staff 2 - XXX	Staff 3 - XXX	Staff 4 - XXX	Staff 5 - XXX
3.1	Project Closeout											
3.2	Warranty											
TOTAL LABOR HOURS		0	0	0	0	0	0	0	0	0	0	0
DCDL LABOR RATES ($/HR)		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
LABOR COSTS ($)		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

EXPENSES

SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE
3.1	Field Labor Flights			$0.00
3.1	Field Labor Lodging			$0.00
3.1	Field Labor Per Diem			$0.00
				$0.00
				$0.00
				$0.00
				$0.00
		TOTAL EXPENSES:		**$0**

SUB-CONTRACTORS*: Firm Initials and Price Per Task (Do not include SUB Fees here)

FIRM:							
AMOUNT:							

COMMENTS:

FIRM'S TOTAL COST OF LABOR (or Fixed Price):	**$0**
INDIRECT COST RATE AND TOTAL IDC 1.5	**$0**
FIRM'S TOTAL EXPENSES	**$0**
FIRM'S TOTAL COST (no Subcontracts or Fee)	**$0**
TOTAL SUBCONTRACTOR PRICES:	**$0**

* Subcontractor fee proposals shall also use this template

PRICE PER TASK SUMMARY

FIRM: 0	PROJECT TITLE: 0	DATE: 0

DCDL FEE RATE:	22.00%
TOTAL NEGOTIATED PRICE:	

GROUP	Task	DCDL	FEE	INDIRECT COST	EXPENSES	DCDL + FEE + IDC + EXPENSES	SUB-CONTRACTOR COST (WITHOUT FEE)	SUB-CONTRACTOR FEE	SUB-CONTRACTOR TOTAL	TOTAL
0	1	$0	$0	$0	$0	$0	$0	$0	$0	$0
0	2	$0	$0	$0	$0	$0	$0	$0	$0	$0
0	3	$0	$0	$0	$0	$0	$0	$0	$0	$0

ESTIMATED TOTALS	DCDL	FEE	INDIRECT COST	EXPENSES	DCDL + FEE + IDC + EXPENSES	*SUB COST (NO FEE)	SUB FEE	SUB TOTAL	PRICE PLUS SUBS
FOR FIRM:	$0	$0	$0	$0	$0	$0	$0	$0	$0

This worksheet automatically calculates the total amount of payment per entity per task. VSW uses this to develop the Appendix C Exhibit C-1 form that becomes part of the contract. The Contractor should not enter data directly into this sheet or alter any of the calculations. This worksheet is for the sole usage of VSW.

Task	Contractor & Subcontractors	Prime (P) or Sub (S)	Method of Payment	Negociated Price	
Task 1	0	P	T&M	$0	VSW Procurement Specialist, copy and paste only those lines that contain data. In the C-1 form, highlight the same number of cells, right click, and select "Paste Overwrite" to add the data into the correct cells.
	0	S	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
			Task 1 Sub-Total:	$0	Accuracy Check: Compare to Task 1 total cost on the estimate.sum sheet
Task 2	0	P	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
			Task 2 Sub-Total:	$0	Accuracy Check: Compare to Task 2 total cost on the estimate.sum sheet
Task 3	0	P	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
	0	S	T&M	$0	
			Task 3 Sub-Total:	$0	Accuracy Check: Compare to total project cost on the estimate.sum sheet

Total Agreement Amount:	$0

Procurement Staff, you should be able to copy and paste this data into the C-1 Form for the rate information section. Also paste using the "Paste Overwrite" comand.		
Firm	Job Classification / Staff Name	Billing Rate ($/HR)
0	Principal - Jane Smith	$0.00
0	Project Manager - John Doe	$0.00
0	Senior Engineer - XXX	$0.00
0	Project Engineer - XXX	$0.00
0	Project Geologist - XXX	$0.00
0	Drafter 3- XXX	$0.00
0	JR Eng 1 - XXX	$0.00
0	Staff 2 - XXX	$0.00
0	Staff 3 - XXX	$0.00
0	Staff 4 - XXX	$0.00
0	Staff 5 - XXX	$0.00