

Yakutat Tlingit Tribe

606 Forest Hwy. 10 * P.O. Box 418 * Yakutat, Alaska 99689
Phone (907) 784-3238 * Fax (907) 784-3595 * www.ytttribe.org



Request for Proposal (RFP) for the Tribal Court Prefab Office Building

Date: August 9, 2021

Date Due: August 31, 2021

To: Prefab Building Companies

From: Yakutat Tribal Court, Yakutat Tlingit Tribe

Project Title: Prefab Office Building

Introduction

The Yakutat Tlingit Tribe's Tribal Court *Office of Crime Victim Services* serves victims of crime in Yakutat through front line advocacy and the provision of essential services. The Tribe now requires a prefabricated office building to secure programmatic goals.

Proposal Submission Deadline

A complete proposal package, in the format requested, must be received by YTT no later than 5 pm August 31, 2021, delivered to:

Yakutat Tlingit Tribe
ATTN: John Louis Go
jgo@ytttribe.org
PO BOX418
606 Forest Hwy 10
Yakutat AK 99689

MISSION To preserve, maintain and protect the unique culture, land & resources of Yakutat Tlingit people;
to maximize our social, health & well-being while creating economic development benefits to all tribal members.



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Prefabricated Office Building Background Information

This project includes design, construction, site preparation, transportation, and installation of a turn-key prefabricated office building to serve as the headquarters for the Crime Victim Services Office.

The selected vendor will be responsible for the review of site conditions, design of the prefabricated unit, building of the design, site preparation, transportation of the unit to the site, and unit installation. The selected vendor shall also provide construction materials and assembly according to applicable local codes, regulations, and standards.

Project Situs: The prefabricated office shall be delivered to and installed on the gravel pad designated for such purposes currently existing at 406 Forest Highway Drive.

Project Dimensions: The proposed office building will be roughly 40' long and 15' wide and shall include separate offices, restrooms, a kitchenette, an administrative area with connections for essential office equipment, and a covered porch and stairway.

Project Schedule: It is anticipated that the prefabricated unit will be delivered to the site by May 31, 2022.

Responses to this RFP

Statement of Qualifications

1. A demonstrated ability to build and install a prefabricated office building in Yakutat, Alaska.
2. A demonstrated successful track record in all phases of this project: design, pre-construction site work, construction of prefabricated office building, installation, and site cleanup.
3. A demonstrated ability or demonstrated track record of success in rural Alaska or similar rural areas.

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Technical Proposed Plan

The technical proposal must present sufficient information to reflect a thorough understanding of the requirements and a detailed description of the techniques, procedures, and program for achieving the objectives of the specifications/statement of work:

1. Project oversight and supervision: Describe the roles and function of proposed staff.
2. Provide a statement of assurance that the proposed personnel will be available for the work under this contract and a list of alternative personnel sources to be used in the event the proposed personnel are not available as planned.
3. Provide statement on plans to utilize local hire.
4. Provide proposed schedule including all key milestone events from Notice to Proceed date until completion of work.

Evaluation Factors

- A. An award will be made to the responsible offeror submitting a proposal which conforms to the solicitation and is most advantageous to YTT considering the factors and any significant sub factors listed in this provision.
- B. The following factors will be evaluated and scored for each qualifying RFP:
 - (a) Qualifications 25%
 - (b) Technical Proposal 25 %
 - (c) Cost 50%
- C. An award may be made without further discussions. Proposals should be submitted initially on the most favorable terms from a price and technical standpoint, which the offeror can submit to YTT. However, the YTT may, after evaluation of proposals, conduct further oral or written discussions as appropriate, with all offerors whose proposals are within a competitive range.
- D. The relative importance to be placed on the evaluation factors in relation to each other is contained in paragraph B of this provision. If a proposal is determined by the YTT to be "technically unacceptable" as a result of evaluating all factors, the proposal shall be rejected from further consideration.

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- E. Offerors shall demonstrate a complete and thorough understanding of all features of work required under this solicitation/contract and shall demonstrate the requisite comprehensive and detailed knowledge to successfully construct such features.
- F. Insurance- Offerors shall demonstrate satisfactory capacity and ability to properly obtain adequate insurance coverage of the following types: general liability and pollution liability.
- G. Bonding and Financial Capacity- Not Applicable

Award Statement

An award will be made to the responsible offeror submitting a proposal, which conforms to the solicitation and is most advantageous to YTT considering the factors and any significant sub factors listed in this provision. YTT reserves the right to reject any and all proposals.

End of RFP

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