

Invitation to Bid

Galena Interior Learning Academy Campus Sewer Upgrades Phase 2 Galena, Alaska

Owner: City of Galena

Project Title: GILA Campus Sewer Upgrades Phase 2

Project Location: Galena, Alaska

Prepared by:



Notes – Document Control & Revision History		
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BID REQUIREMENTS

Overview

The City of Galena ("City") requests competitive Bids from qualified parties to provide Cured In Place Pipe (CIPP) rehabilitation services and repair/replacement of manhole frames and covers for portions of the wastewater system of the Galena Interior Learning Academy (GILA) Campus in Galena, Alaska. Bids shall include the information requested herein, including Lump Sum (Firm Fixed) pricing.

The City's Phase I project rehabilitated more than half of the existing gravity sewer pipes using the trenchless installation method of CIPP. The City of Galena requires that Phase II uses CIPP to reduce excavations.

This ITB is governed by Galena Municipal Code Chapter 3.12. In the event of any conflict between the terms of this ITB and Galena Municipal Code Chapter 3.12, the municipal code shall prevail. In accordance with GMC §3.12.060 and §3.12.080, the City reserves the right to reject any or all Bids and waive any minor irregularities. The local bidder preference shall NOT apply to this ITB.

If a Bidder objects on any ground to any aspect of this ITB, the Bidder shall, not more than ten calendar days after the ITB is issued, provide written notice to the City setting forth with specificity the grounds for the objection. The failure of a Bidder to object in the manner set forth in this paragraph shall constitute a complete and irrevocable waiver of any such objection.

This Invitation to Bid provides instructions and bid requirements to Bidders. Bidders must be fully qualified, knowledgeable, and experienced in the type of work to be performed and shall understand and comply with all ITB requirements and applicable codes and laws. In preparing a bid, the Bidder shall rely fully upon its own experience and shall be knowledgeable about all aspects of the Work.

The Bid Form & Bid Schedule & Bid Bond (Appendix 1), form of the Contract (Appendix 4), and form of Payment and Performance Bonds (Appendix 5) are a part of this ITB. However, these appendices are not available as of the date of issuing this ITB. Appendix 1, Appendix 4, and Appendix 5 will be issued by addendum to this ITB no later than April 19, 2024.

Contact Information

All questions regarding this ITB shall be directed to Shanda Huntington, whose contact information is below:

- Shanda Huntington 907-656-1301 shuntington@ci.galena.ak.us

Bid Preparation & Submission

Bidders are invited to submit sealed bids, in single copy, for furnishing all labor, equipment, and materials and for performing the Work. **Bids must be received no later than 2:00PM, local time, on Thursday, May 02, 2024.** Bids received after this time will not be considered. Pricing shall be provided on the Bid Form provided, see Appendix 1.

Bids may be submitted via email to Shanda Huntington, or in hard copy at the following address:

Shanda Huntington
City Manager, City of Galena
PO Box 149
Galena, AK 99741

Bids shall be sealed, and clearly marked as such. Whether submitted via email or hard copy, it is the full responsibility of the Bidder to ensure timely delivery of the bid. For email submittals, the Bidder shall clearly identify in the subject line that the contents are a sealed bid. All Bid contents shall be in clearly labeled attachments, and shall not be in the body of the email.

All costs related to the preparation, completion, and submittal of Bids, interviews, meetings, negotiations, and all other costs related to this ITB are the sole responsibility of the Bidder. All bids are submitted at the ITB participant's own free will. Bidders will not be reimbursed for any cost associated with responding to this ITB.

Definitions

'City' or 'Owner' - means the City of Galena, or its authorized representative.

Contractor – means the contract issued pursuant to this ITB for the Work, and shall be in the form of Appendix 4 hereto.

Contractor – means any prime Contractor who has signed the Contract with the Owner to perform the Work. Contractor shall also include subcontractors, suppliers, etc. when specific requirements of the contract become the responsibility of such subcontractors, suppliers, etc. through the Contractor.

CIPP – means Cured In Place Pipe or trenchless pipe. The CIPP rehabilitation method uses the existing pipe (host pipe) to install a new resin-impregnated felt liner inside the host pipe, extending the life of the system by a minimum of 50 years.

Work – means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment and services provided or to be provided by the Contractor to fulfill the Contractor's obligations.

Inspection of Existing Conditions

Bidders are encouraged to visit the project site and inspect existing conditions prior to bidding. Bidders shall coordinate with the City to schedule a site visit if desired. The City will make all efforts to provide detailed information to bidders during normal business hours, with reasonable notice. Any questions generated onsite shall be provided in writing in accordance with the instructions given in this ITB. Bidder questions will be shared with all Bidders.

Material Point of Delivery & Responsibility for Shipping

All materials and equipment required to complete the Work shall be Contractor furnished, Contractor installed, unless specifically noted otherwise.

Temporary Downtime

The GILA Campus serves as the primary facility for the attendees of the academy (boarding school) and is adjoined by the City of Galena, a community of approximately 500 people. The City has full responsibility to maintain sewer service to its customers during construction activities contemplated under this project.

All activities that may impact sewer systems to the City's customers shall be coordinated with and approved by the City prior to execution of the Work.

Bidder Responsibility

The Bidder shall meet the following minimum Bidder Responsibility Requirements:

1. Licensed to operate as a general contractor in the State of Alaska (Business License & General Contractor's License)
2. Minimum 5 years of experience performing work in rural Alaska
3. Completion of at least 5 substantially similar projects within the past 5 years (manhole repairs, CIPP installation, cleaning of sewer pipes, etc.). The project experience shall demonstrate the Bidder's ability to perform the Work.
4. Minimum 3 customer references indicating Contractor's ability to perform work in a professional, safe, and timely manner. Include each reference's name, company, title, phone, email, and a brief description of the reason this person was selected as a reference.

Bidder responsibility will be evaluated on a pass/fail basis. Bids that do not demonstrate that these criteria are met will be considered non-responsive and will not be evaluated.

Bid Contents

Bids shall be concise and shall include only information that directly relates to this solicitation and helps the Owner to evaluate the Bidder's offer. The following deliverables are required:

1. Bid Schedule, including Lump Sum pricing. See Appendix 1.
2. Signed Bid Form (See Appendix 2) and Bid Bond in the amount of 5% of the proposed all-inclusive Base Bid price.
3. Milestone schedule, including procurement, delivery of materials and equipment to Galena, installation and all Owner review or hold points. Schedule shall demonstrate Bidder's understanding of the Work and its ability to execute the contract safely and efficiently in the timeframe outlined in this ITB. Describe how execution of this project fits within the Bidder's current/planned workload.
4. Schedule of values indicating cost for major items, including but not limited to: mobilization & demobilization, freight, sewer pipe cleaning, manhole lid, frame, and grade ring removal/repair, CIPP installation, testing, general conditions.
5. Brief narrative demonstrating that the Bidder Responsibility requirements are met. (Maximum 4-page narrative/project history/references + copies of licenses)
6. List of major subcontractors.

Project Schedule

The following dates have been established for the issuance, receipt and the evaluation of the bids as well as Contract award and completion of the project:

Description	Completion Date
ITB issued	April 15, 2024
Written question deadline	April 19, 2024
ITB Bids due	May 02, 2024
Notice of Intent to Award	May 06, 2024
Contract Award by City Council	May 08, 2024
Notice to Proceed	May 09, 2024
Substantial Completion	August 12, 2024

Evaluation Process and Criteria

The City intends award the Contract to the lowest-cost responsive bid received from a responsible Bidder. No local bidder preference shall apply.

Evaluation Criteria	Weight
Firm Fixed Price	100%
Content Item #1: Project cost (firm fixed Bid)	
Pass/Fail Items	Required, but not scored
Content Item #2: Bid Form & Bid Bond included	
Content Item #3: Milestone Schedule	
Content Item #4: Schedule of Values	
Content Item #5: Bidder Responsibility Documentation	
Content Item #6: List of major subcontractors	

Bid Bond

Bids shall be accompanied by a bid bond from a surety company selected by the Bidder which is legally authorized to do business in the State of Alaska in the amount of 5% of the amount of the bid. In lieu of a bid bond, a Bidder may furnish a certified check or cash escrow in the face amount required for the bond. Such bid bond shall be submitted with the understanding that (1) it shall guarantee that the Bidder will not withdraw its bid for 60 days following the opening of bids; (2) if its bid is accepted, it will enter into a formal contract with the City, and (3) a Payment and Performance Bond will be provided to the Owner in conjunction with the contract.

In the event that a selected Bidder fails to enter into the Contract, the Bidder shall be liable to the City for the face amount of the bid bond. Bid bonds will be returned to all Bidders after the City and the Contractor have executed the Contract.

Non-Collusion

By submitting a bid to the City under this ITB, the Bidder certifies that it has not divulged, discussed or compared its bid with any other Bidder and has not colluded whatsoever with any other Bidder or parties with respect to this bid.

Scope and Quality

The Work for the delivery and installation of new CIPP to rehabilitate the remaining 6-inch and 8-inch sewer pipes on the GILA campus, approximately 2,800 feet total, including cleaning before installation. The Phase II project will also repair or replace the existing 16 manhole frames & covers to protect the public.

The Work shall be performed on the GILA campus in Galena, Alaska, and shall be executed so-as not to impact existing infrastructure not directly implicated in the Work.

For additional technical requirements, see Appendix 2: Issued for Bid Drawing Package.

These technical requirements intentionally do not describe every detail of the work required. It is the Contractor's responsibility to review all pertinent project requirements and criteria, and propose a complete and fully functional solution that meets the technical requirements provided. Contractor shall not rely on the physical description contained in this ITB to identify all project components. Contractor shall determine the full scope of the project through thorough examination of this Scope, the provided reference materials and exhibits, industry knowledge and experience, all applicable laws and regulations, and any reasonable inferences to be gathered there from. It is the Bidder's responsibility to request any additional information required from the City through the Bidder question and response process outlined in this ITB.

All Work shall be of the best quality, performed by skilled and competent workers. Contractor personnel employed in the Work must be adequately trained and thoroughly familiar with the safety precautions for controlling the hazards associated with the Work.

This project constitutes construction of a public work. Alaska Statute Chapter 36.05 (Little Davis Bacon) and AS 36.25.010 shall apply, and the contract shall require payment and performance bonds in an amount equal to the contract sum.

APPENDICES

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END OF ITB
