

REQUEST FOR QUALIFICATIONS
Multi-Discipline Engineering and Planning Services
Sitka Tribe of Alaska
Transportation Program

Sitka Tribe of Alaska announces this Request for Qualifications for A&E firms interested in being evaluated to receive an A&E contract. Sitka Tribe of Alaska (STA) anticipates awarding one Indefinite Delivery, Indefinite Quantity Contracts for Architect-Engineer (A/E) Services under this announcement. This contract and resultant construction is federally funded through STA's Indian Reservation Roads (IRR) program, Tribal Transit grants and/or American Recovery and Reinvestment Act (ARRA) funding.

A/E firms meeting the requirements described in this announcement are invited to submit a statement of qualifications on company letterhead. Firms responding should submit one original and four copies of their statement of qualifications and list their intended use of outside consultants or associates.

No other type of submittal is desired and will not be considered in the evaluation. This is NOT a request for proposal. A solicitation package is not available.

SUBMIT ONE ORIGINAL AND FOUR (4) COPIES (PAPER COPIES ONLY) OF YOUR Statement of Qualifications BY 4:00 PM ALASKA STANDARD TIME JANUARY 8, 2010.

SITKA TRIBE OF ALASKA
ATTN: IRR A&E SOQ
GERRY HOPE
DO NOT OPEN
456 KATLIAN STREET
SITKA, AK 99835

Submit questions to Gerry Hope at 747-3207 or ghope@sitkatribes.org

Sitka Tribe of Alaska will negotiate a contract following this announcement to the respondent whose offer is responsive to the solicitation and is most advantageous to Sitka Tribe of Alaska based on the evaluation criteria.

Guidance and notification. Any and all responses may be rejected when it is in Sitka Tribe of Alaska's interest to do so. All submittals become the property of Sitka Tribe of Alaska. Funding for this project is provided by Federal government and federal standards and requirements apply to the selection criteria and the resultant contract which will need to be accepted by the Contractor to consummate the Contract.

Indian Preference. Sitka Tribe of Alaska is a federally recognized tribal government, which compacts services pursuant to the Indian Self-Determination Act. Indian preference is granted to firms which can demonstrate that Alaska Natives or American Indians hold at least 51% ownership interest in such entity and exercise majority management control.

Description of the Proposed Contract Services. The contract is for transportation engineering services related to the planning and design of two small roads, a public transit bus shelter and turnaround, and other projects related to STA's transportation program. The initial work orders under this announcement are anticipated to be funded through ARRA and IRR High Priority Project funding sources and all planning and design work must be completed during a short timeframe (i.e. March 1-June 15, 2010). A contract will be negotiated by the end of January 2010, with work orders being negotiated and approved prior to March 1. Firms must be able to meet this timeframe to be responsive to this announcement.

All projects are located on the road system of Sitka, Alaska. Contract services will be required for a period of two (2) years. A/E Contractors will be expected to provide all expertise necessary to accomplish any or all of the following Architect/Engineer (A/E) services:

- Planning
- Road Design
- Environmental and Archaeological
- Hydrology and Drainage
- Survey and Mapping
- Landscape Architecture
- Right-of-Way and Utilities
- Materials and Pavements
- Construction Engineering Support

Estimated Costs of Construction. Construction projects awarded as a result of A/E Services under the contract will range in dollar value from \$150,000 - \$1,000,000.

Estimated Task Order Amounts. Task orders awarded as a result of A/E Services under the contract may range in dollar value from \$5,000-\$100,000.

Proposed Contract Type

- Firm fixed price
- Time and Materials with a Not to Exceed Maximum

Individual task orders may be Firm-Fixed Price, or Time and Materials with a not to exceed maximum price contract. This allows a project-dependent assessment and allocation of contractor risk. On projects with clearly defined requirements, Firm-Fixed Price task orders will be issued. Projects that lack clearly defined requirements may be accomplished by a time and materials with a not to exceed maximum work order.

Prerequisites. Only firms meeting the following prerequisites will be considered and further evaluated for possible selection:

- A. Three (3) years progressive transportation system and road design experience.
- B. Two (2) years progressive experience in completing Federal environmental compliance documents on transportation facilities.
- C. Professional engineering license in Alaska.
- D. Registered professional land surveyor license in Alaska.
- E. Ability to meet funding timeframes.

Evaluation Criteria to be used for this A/E Acquisition.

1. Personnel qualifications necessary for satisfactory performance. Include the proposed team's specific qualifications and professional background that address each of the A/E Services listed in the "Description of the Proposed Contract Services" section above. *30% weight.*

2. Specialized and recent experience and technical competence (either as a firm or through individual experience by proposed team and subconsultants) for work in rural remote Alaska communities. In the following areas, provide information, examples, and documentation of work in the listed disciplines as it relates to work on transportation projects located in rural areas. *30% weight.*

- A. Road design, engineering, and preparation of plans, specifications and estimate (PS&E) packages for transportation projects as demonstrated by relevant examples.
- B. Transportation project related environmental resource surveys, impact analysis, and compliance documents for effects on resources such as wetlands, cultural and wildlife/fisheries as demonstrated by relevant examples.
- C. Hydraulic and hydrology engineering of culverts, ditches and drainage systems as demonstrated by relevant examples.
- D. Road survey and mapping as demonstrated by relevant examples.
- E. Landscape Architecture associated with roads including development of design visualizations, and revegetation plans as demonstrated by relevant examples.
- F. Right-of-Way and utilities analysis, mapping, reports, title reports, acquisition negotiations and utility relocation near and abutting publicly owned lands, as demonstrated by relevant examples.
- G. Materials and pavement engineering work including road material testing and documentation of results, field reconnaissance and structural evaluation of existing pavement, and structural pavement analysis and design, as demonstrated by relevant examples.
- H. Demonstrated ability for excellence on the basis of honors, awards, and recognition.

3. Past performance of the prime contractor and sub-consultants on contracts with government agencies and private industry in terms of cost control, quality of work, and compliance with performance schedules. *30% weight.*

- A. Conformance to program requirements and scope of services.
- B. Adherence to budgets.
- C. Delivery of submittals within schedules.
- D. Utilization of a documented QA/QC process resulting in complete, clear, and comprehensive reports, assessments, and highway design packages requiring minimal review changes.

4. Indian Preference. Contractors which can demonstrate they qualify for Indian Preference through adequate documentation. *10% weight.*