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ITB25-VNPCC Roof  
Replacement Project  
#25-1151

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Invitation to Bid

ITB 12/10/24

**PROJECT DIRECTORY**

**OWNER**

**SOUTHCENTRAL FOUNDATION**

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**PROJECT MANAGER**

**SOUTHCENTRAL FOUNDATION**

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- VNPCC Roof Replacement Specs.PDF
- AIA Document A101/201 – 2017, AIA

## INVITATION TO BIDDERS – SCF VNPCC-Roof Replacement Project

**ISSUE DATE: 12-10-24**

Southcentral Foundation will receive electronic (PDF) for the Southcentral Foundation (SCF) VNPCC Roof Replacement Project, located at 1001 S Knik, Goose Bay RD, Wasilla, AK 99654. Bids should be sent to Southcentral Foundation's ITB Administrator, Dfairbanks@southcentralfoundation.com. **Bids must be received by 01/13/25, at 3:00 PM Alaska Standard Time (AKST).** Bids will then be opened and will be evaluated by select Southcentral Foundation Staff. Bids submitted after the date and time listed above will not be considered. A notification email will be sent to all bidders upon evaluation and selection of the winning bidder.

**General Scope of Work:** Southcentral Foundation Roof replacement at 1001 S Knik, Goose Bay RD, Wasilla, AK 99654. The work shall begin May 1, 2025, and be completed no later than October 31<sup>st</sup>, 2025. Contractors will review existing conditions and prepare a bid based on the information contained in the drawings (supplementary pdf) dated December 3, 2024, and information included in these Bid Documents. Additionally, the contractor shall comply with Southcentral Foundation's administrative requirements of the contract, including the submission of a project schedule, safety plan, schedule of values, daily reports, submittals, and other tasks required under the contract. The Bid documents and Construction documents files are available on SCF's website at: <https://www.southcentralfoundation.com/about-us/procurement/>. It is the bidder's responsibility to check this site regularly for addenda and other information related to this Invitation to Bid.

The Mandatory Pre-bid conference will be held on 12/18/24 11AM at 1001 S Knik, Goose Bay RD, Wasilla, AK 99654. Meet the Project Manager at the Main Lobby.

Alaska Native / American Indian (AN/AI) preference in contracting is applicable and bidders stating native preference must provide a completed statement and proof of Native ownership with the bid. AN/AI owned firms will be awarded a 5% preference. Award of a firm, fixed-price contract for the specified work will be made in accordance with Southcentral Foundation's procurement policies. No bid shall be withdrawn for a period of thirty (30) days subsequent to the submission date without the written consent of Southcentral Foundation.

Performance and Payment Bonds are required in an amount equal to 100% of the total Bid Price. Use AIA Payment and Performance Bond forms A312-2010. All costs for Payment and Performance Bonds shall be included in the Total Stipulated Sum Bid Price.

Southcentral Foundation reserves the right to reject any and all bids, accept other than the lowest bid, and/or waive informalities or irregularities in bids received whenever such rejection, acceptance, and/or waiver is in the best interest of Southcentral Foundation.

## PART 1 - GENERAL

### 1.01 PROJECT GENERAL DESCRIPTION

Southcentral Foundation is VNPCC Roof Replacement Project at VNPCC at 1001 S Knik, Goose Bay RD, Wasilla, AK 99654 Contractors will review existing conditions and prepare a bid based on the information contained in this project manual and the drawings dated December 3, 2024.

Additionally, the contractor shall comply with all administrative requirements of the contract, including the submission of a project schedule, safety plan, schedule of values, daily reports, submittals, and other tasks required under the contract. **Due to the occupied nature of the adjacent building, non-disruptive work may commence Monday – Friday from 6:00 AM to 6:00 PM.** Any disruptive work must be completed outside the hours indicated. Work in the pharmacy must be completed during pharmacy hours or while a pharmacist is present.

#### Project Site

SCF's VNPCC at 1001 S Knik, Goose Bay RD, Wasilla, AK 99654.

#### Project Schedule

Construction is anticipated to begin May 1<sup>st</sup>,2025, with substantial completion by October 31<sup>st</sup>, 2025.

#### Alaska Native/American Indian Preference

Alaska Native/American Indian "AN/AI" preference in contracting is applicable and bidders stating native preference must provide a completed statement and proof of Native ownership with the bid. AN/AI owned firms will be awarded a 5% preference. Award of a firm, fixed-price contract for the specified work will be made in accordance with Southcentral Foundation's procurement policies. No bid shall be withdrawn for a period of thirty (30) days subsequent to the submission date without the written consent of Southcentral Foundation.

#### Owner Background

Southcentral Foundation (SCF) is an Alaska Native-owned healthcare organization serving an estimated 56,146 Alaska Native and American Indian people living in Anchorage, the Matanuska-Susitna Valley, and 60 rural villages in the Anchorage Service Unit (ASU). SCF's first P.L. 638 contract with the Alaska Area Native Health Service began in 1984 to provide dentistry, optometry, community health representatives and injury control services. Substance abuse treatment was added in 1987.

In 1998, SCF assumed ownership and management of the Anchorage Native Primary Care Center, which serves the entire Native population of the state - an estimated 130,682 people. In January 1999, SCF and the Alaska Native Tribal Health Consortium signed an agreement to take over management of the Alaska Native Medical Center from the Indian Health Service.

With this transition, Alaska became the first state in the nation to have all its health facilities for Native Americans managed by Native organizations.

Project Team Members

SCF will hold the construction contracts for the project.

The project scope includes coordination with SCF’s Staff through SCF’s Project Manager. The Contractor is also responsible for project closeout including the provisions of Operations and Maintenance Manuals and assignment of written warranties and guarantees as required in the contract.

The SCF Project Manager will issue and evaluate all bids responding to this Invitation to Bid (ITB), negotiate a contract with the successful Bidder in coordination with the SCF Contracts Department, and administer the planning and construction of the project.

This Invitation to Bid (ITB) invites Bidders to respond to a fixed set of criteria for the project and a Stipulated Price contract form. Within the framework of this ITB, the SCF Project Manager will review bids to assess each Bidder’s submitted price and capabilities to deliver a quality and efficient project that is the most advantageous to the owner. This set of qualifications described in detail in this ITB, will be considered a baseline by which submitted bids will be evaluated.

**1.02 SPECIFIED DATES**

Public Advertisement	12/10/24
Registration Deadline	12/17/24
Pre-bid Conference	12/18/24
Deadline to Submit Questions	12/30/24
Bids Due	01/13/25
Anticipated Notice of Intent to Award	01/17/25
Anticipated Notice to Proceed	01/31/25

**1.03 RECEIPT AND OPENING OF BIDS**

**A. Electronic Submission of Bids:**

Bidders shall submit an electronic copy by email to the SCF ITB Administrator at [Dfairbanks@southcentralfoundation.com](mailto:Dfairbanks@southcentralfoundation.com) before the deadline. It is bidders responsibility to assure bid is received by SCF.

**B. Time and Opening:**

Bids must be submitted prior to the time specified in section 001116 of this ITB, and the exact date and time of receipt will be recorded. Late submittals will not be considered but will be held unopened until the time of notice of intent to award

and then returned to the sender unless other methods of disposition are requested or agreed to by the sender. Bids will be opened at 7033 E. Tudor RD Anchorage Ak, 99507 At 01/13/25 2pm Alaska time specified in section 001116 of this ITB.

**C. Facsimile/telegraphic/telephonic Bids**

Facsimile/telegraphic/telephonic bids will not be considered.

**D. Officer's Responsibility**

No responsibility will attach to an officer or agent of Southcentral Foundation for the premature opening of, or the failure to open a bid not properly addressed and identified.

**E. Bidder's Responsibility**

Bidder shall register with Southcentral Foundation. Register by confirming your intent to provide a bid, by emailing [dfairbanks@southcentralfoundation.com](mailto:dfairbanks@southcentralfoundation.com) and include both the ITB number and title in your email when you register. The bidder is also responsible for checking SCF's procurement website to obtain any issued addenda, changes, and/or updates to the Invitation to Bid, prior to submitting your bid, to assure compliance with the most up to date information.

**1.04 WITHDRAWAL OF BIDS**

Bids may be withdrawn on written or telegraphic requests received from a Bidder prior to the time specified for submittal. Bids not withdrawn prior to the specified time may not be withdrawn for a period of thirty (30) days following the date specified for submittal.

**1.05 EXAMINATION OF PLANS, SPECIFICATIONS, AND SPECIAL PROVISIONS**

- A. The Bidder shall review all the proposed contract documents to ascertain all of the requirements of the work.



- B. In addition to the Pre-bid Conference, Bidders may schedule time to examine the site with the SCF Project Manager. During the site examination, Bidders or their subcontractors may perform destructive investigation to mitigate unknown or covered work scope. Any destructive investigation on the part of the Bidder must not interrupt service in the rest of the building.
- C. The Bidder shall examine carefully this ITB and contract forms before submitting a bid. The submission of a bid shall be an admission that the Bidder has made such examination and is satisfied as to the conditions to be encountered in performing the work and as to the requirements and terms of the contract, and Southcentral Foundation will rely on such admissions.
- D. For the convenience of interested prospective Bidders, complete sets of the bid documents are on file at the following locations.  
  
[www.southcentralfoundation.com/about-us/procurement/](http://www.southcentralfoundation.com/about-us/procurement/)
- E. Southcentral Foundation will not issue sets of bid documents.

#### **1.08 METHOD FOR CLARIFICATION**

- A. Any Bidder in doubt as to the true meaning of any part of the documents may submit to SCF a written request for an interpretation thereof. All requests must be submitted within the timeframe allowed by Section 002113 – Instructions to Bidders. Questions can be emailed to [dfairbanks@SouthcentralFoundation.com](mailto:dfairbanks@SouthcentralFoundation.com)
- B. Questions, which in the opinion of the SCF Project Manager require a reply, will be answered by issuing an addendum to all Bidders prior to the public bid opening. Southcentral Foundation will not be responsible for any other explanation or interpretation of the documents made or given prior to opening the bids.

#### **1.09 PREPARATION AND SUBMISSION OF BIDS**

- A. Preparation and Submission:

Bids must be submitted on the forms furnished or copies thereof, and in accordance with the Instructions to Bidders and must be manually or electronically signed. To secure consideration, the bid must be submitted as described in 1.03 A. The bid forms are provided within these bid documents.

**NOTICE TO BIDDERS: PLEASE REMOVE THIS SECTION AND FORMS LISTED BELOW  
FROM THE REST OF THE MANUAL FOR SUBMISSION ON THE BID DUE DATE**

All responsive Bids MUST contain the following:

1. 00 41 13 Bid Form – Stipulated Sum
2. 00 43 13 Bid Security Form
3. 00 45 14 Statement of Bidder’s Qualifications
4. 00 45 19 Non-Collusion Affidavit

## **BID FORM, STIPULATED SUM**

**Project:** VNPPC Roof Replacement Project

**Location:** Wasilla, ALASKA

**Owner:** Southcentral Foundation (SCF)

- 1) The undersigned, having familiarized (himself/herself) (themselves) with the local conditions affecting the cost of work, and with the Specifications, including the Invitation To Bid (ITB), this Bid Form, the Form Of Contract AIA Document A101/201 - 2017. AIA Owner/Contractor Stipulated Sum and AIA General Conditions., the SCF Statement of American Indian/Alaska Native Preference Requirements, the General Scope of the Work, and the Technical Specifications and Drawings, as prepared by SCF, and on file in the office of SCF, hereby proposes to furnish all labor, material, equipment and services required to construct and complete the project:

Bidder to submit fixed prices to complete the PCC Garage Façade work shown in the attached drawings and the project manual. The work will occur next to an active medical campus; thus, noise mitigation, disruption planning is required.

1.	a)	Total Stipulated Sum, Bid Price	_____
			\$
2.	a)	<u>Only if claiming AN/AI Preference, record amount shown in 1. a) less 5%</u>	_____
			\$
3.	a)	<b>TOTAL BASE BID PRICE [1. a) or 2. a) from above]</b>	_____
			\$

- 2) By submitting this bid, it is understood/acknowledged that the right is reserved by SCF to reject any and all bids at its sole discretion and for its convenience or benefit. The bidder agrees to execute and deliver to SCF a contract in the prescribed form within ten (10) days after the date SCF mails or otherwise delivers to bidder SCF's written acceptance of this bid as the successful bid and the initial contract for review and signature.
  
- 3) I/We have enclosed with this Bid a Statement of American Indian/Alaska Native Ownership, if applicable and AI/AN preference is claimed.
  
- 4) I /We have enclosed with the bid the documents identified on the Bidder's Checklist in the forms provided in the project manual.
  
- 5) I/We further acknowledge receipt of the following addenda:
  - Addendum No.: \_\_\_\_\_ Dated: \_\_\_\_\_
  - Addendum No.: \_\_\_\_\_ Dated: \_\_\_\_\_
  - Addendum No.: \_\_\_\_\_ Dated: \_\_\_\_\_
  - Addendum No.: \_\_\_\_\_ Dated: \_\_\_\_\_
  - Addendum No.: \_\_\_\_\_ Dated: \_\_\_\_\_
  - Addendum No.: \_\_\_\_\_ Dated: \_\_\_\_\_
  - Addendum No.: \_\_\_\_\_ Dated: \_\_\_\_\_
  - Addendum No.: \_\_\_\_\_ Dated: \_\_\_\_\_
  
- 6) I/We further understand the penalty for making false statements in offers is prescribed by federal law in 18 U.S.C. 1001.

NAME OF BIDDER	OFFICIAL ADDRESS
BY:	
Print Name and Title	
Signature	Date



## **MINIMUM BIDDER'S QUALIFICATION**

Bidders are required to meet the minimum qualifications listed below and must complete 00 45 14 Statement of Bidder's Qualifications. Bidders that do not meet these minimum qualifications should NOT submit a bid. The threshold values are listed below and represent the minimum requirements for a responsive bid. Bids from contractors who cannot document the required experience and qualifications will be returned after opening and not considered for award.

a.

A contractor must have successfully completed a minimum of three (3) projects of similar scope and size valued over \$2,500,000 each for projects that involve complete roof construction or replacements. Bidder must provide a list of the projects and client name and current phone contact for each project on the Statement of Bidder's Qualifications.



8. Previous names of companies in which the principals listed above (#2) have engaged in the contracting business.

9. List all active projects.

10. Have you ever defaulted on a contract?      Yes      No  
If so, where, and why?

11. Have you ever refused to sign a contract at your original bid?      Yes      No  
If yes, explain.



12. Names, background experience and current workload of the principal members of your firm (including the officer and lead personnel assigned to this project).

<u>Name</u>	<u>Background</u>	<u>Years in Contracting</u>	<u>Current Workload</u>
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13. Attach list of comparable construction contracts completed, indicating contract amount, project size, location, owner, start and end date, contact person and telephone number. Refer to Minimum Bidder's Qualifications, Section 00 45 13.
14. Attach a list of your primary subcontractors for this project.
15. Furnish written evidence of amount and type of credit available.
16. Attach 2023 year-end and 2024 current Financial Statements.
17. Attach proof of Alaska Native / American Indian Ownership.
18. Will you, upon request, fill out a detailed Financial Statement and furnish any other information that may be required by Southcentral Foundation? Yes No.

19. The undersigned hereby authorizes and requests any person, firm, or corporation to furnish any information requested by Southcentral Foundation, in verification of the recitals comprising this Statement of Bidder's Qualification.

Dated at \_\_\_\_\_, this \_\_\_\_\_ 2025.  
(place) (day) (month)

(Name of Bidder)

By:  
(Signature of Bidder's Representative)

Title:

State of ALASKA )  
County of )ss  
)

\_\_\_\_\_, being duly sworn, deposes and says he is  
(individual signing above)

he is \_\_\_\_\_ of \_\_\_\_\_  
(Title) (Name of Organization)

and that the answers to the foregoing questions and all statements therein contained are true and correct.

Sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025.  
(Date) (Month)

(Notary Public)

My Commission Expires: \_\_\_\_\_ (Date)

# FORM OF NON-COLLUSIVE AFFIDAVIT

## AFFIDAVIT (PRIME BIDDER)

State of: \_\_\_\_\_

\_\_\_\_\_ Judicial District

\_\_\_\_\_, being first duly sworn, deposes and says:

"That he/she is the bidder, or a partner or officer of the firm, party, etc., making the foregoing proposal or bid, that such proposal or bid is genuine and not collusive or a sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communications or conference, with any person, to fix the bid price of affiant or any other bidder, or to fix any overhead, profit or cost element or said bid price, or of that of any other bidder, or to secure any advantage against the Southcentral Foundation or any person interested in the proposed contract; and that all statements in said proposal or bid are true."

Signature of: \_\_\_\_\_  
Bidder, if the bidder is an individual

\_\_\_\_\_  
Partner, if the bidder is a partnership

\_\_\_\_\_  
Officer, if the bidder is a corporation

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**IMPORTANT NOTE:**

The Agreement between the two parties will be the AIA Document A101/201 – 2017, AIA Owner/Contractor Stipulated Sum and AIA General Conditions. Which is available for review here: [https://www.aiacontracts.org/contract-documents/25121- owner-contractor-agreement](https://www.aiacontracts.org/contract-documents/25121-owner-contractor-agreement)

SCF will provide an updated version of the sample draft document for review and signing by the selected bidder.