



City of Gustavus, Alaska
P.O. Box 1
Gustavus, Alaska 99826
Phone: (907) 697-2451
Fax: (907) 697-2136
Email: treasurer@gustavus-ak.gov

Project: RFP FY25-03
**Good River Bridge Repair and
Embankment Stabilization Project**
Request for Proposal
Project Engineering Services

COVER SHEET

Important Dates:

Issue Date: Thursday, May 15, 2025

Information meeting can be organized upon request

Proposal Due: Tuesday, June 3, 2025

Deliver to: treasurer@gustavus-ak.gov

By: 1:00 PM

Proposal Opening: Tuesday, June 3, 2025

Location: Gustavus City Hall

Time: 1:30 PM

Proposals are being accepted for project engineering services for the Good River Bridge Repair and Embankment Stabilization Project.

The Scope of Work for the project is described in Attachment A which was submitted to the Denali Commission by the City for approval of the grant award. The portion of the Scope of Work covered by this Request for Proposal is for engineering design and specifications, and preparation of the bid and permitting documents.

The project budget of \$792,500 is 90% funded by the Denali Commission grant and 10% by a local contribution. The budget was developed by the Alaska Department of Transportation and Public Facilities in early 2023 (Attachment B).

Attachments C and D are the 2015 and 2021 DOT bridge inspection reports that can be used to assess the extent of the rehabilitation and stabilization work that was required as of the last inspection.

The proposal must include a description of how the engineering firm plans to conduct the design work, and also coordinating or organizing other tasks such as surveying. Include hourly rates for personnel assigned to the project. Submit a proposed budget for the work that is separated into appropriate categories.

A professional services agreement will be negotiated with the successful engineering firm.

The proposals must be received by the City Treasurer by the date and time shown above.

THE PERIOD OF PERFORMANCE for this work is from the date of award through May 31, 2026.

Project Engineering Proposal Submission Form

Date of Proposal _____

Name of Responsible Charge Engineer _____

Business License # _____ Engineering Firm License # _____

Business Name _____

Mailing Address _____ Physical Location _____

Cell or Business Phone # _____ Email _____

Subcontractor(s) Name(s) _____

By _____

Print Name

Signature

Title _____

GENERAL PROVISIONS

INSTRUCTIONS TO BIDDER

- Emailed transmittals will be accepted. The Engineering Proposal Submission Form can be digitally signed.
- Any response not meeting the requirements of the proposal documents shall be considered non-responsive.
- Offers made in accordance with the proposal documents must be good and firm for a period of ninety days from the date of proposal opening unless otherwise noted.
- Proposals will be received at the time and place stated on the RFP cover sheet. It is the sole responsibility of the bidder to see that the proposal is submitted on time. Any proposal received after the scheduled opening time will not be considered.
- The City of Gustavus, hereinafter "City," may accept or reject any or all proposals for good cause shown, to waive minor deviations from the specifications, and to waive any informality in proposals received, when such acceptance, rejection, or waiver is in the best interest of the City. Informalities in proposals that are matters of form rather than substance evident from the proposal document, or insignificant mistakes that can be waived or corrected without prejudice to other bidders; that is, the effect on price, quantity, quality, delivery, or contractual conditions is negligible, and waiver of the informality does not grant the bidder a competitive advantage.
- The City may cancel the RFP if such cancellation is in the best interest of the City.
- If any Addenda are issued pertaining to the proposal documents and subject Addenda are not acknowledged, the proposal will be considered non-responsive.
- After depositing a proposal, a bidder may withdraw, modify, or correct his bid, providing the City receives the request for such withdrawal, modification, or correction before the time set for opening bids. The original bid, as modified by such written communication will be considered as the bid. No bidder will be permitted to withdraw his bid after the time set for opening bids.
- The City assumes no responsibility for any interpretation or representations made by any of its officers or agents unless such interpretations or representations are made by Addenda.

LICENSING

The responsible charge engineer shall hold a current license as a registered professional civil or structural engineer in the State of Alaska. Engineering firms must

be authorized to practice engineering in the State of Alaska. A City of Gustavus Business Permit is required.

SUBCONTRACTING

Subcontracting is permitted when authorized in writing by the City Project Manager. In the event that subcontracting is authorized, the general contractor is responsible to the City to verify insurance on all subcontractors and furnish copies of same to the City. All subcontractors must carry and show proof of the minimum limits of liability insurance.

CHANGE ORDERS

Change orders approved by the Mayor or City Administrator or Designee are required for work outside the project Scope of Work that results in additional cost to the City.

END OF GENERAL PROVISIONS