



Haines Borough
Request for Qualifications
Lutak Dock Design and Development Concepts

Introduction

The Haines Borough is requesting qualifications from planning consulting firms who have experience in industrial dock design and construction. The purpose of this Request for Qualifications ("RFQ") is to obtain information related to the experience, references and qualifications of potential consultants or consultant teams.

This notice shall serve as the Haines Borough's Request for Qualifications (RFQ) for consultants. Responses to this RFQ will be used in the process to select and negotiate with a qualified firm to perform the work described herein.

This RFQ does not commit the Haines Borough (hereinafter "Borough") to enter into a contract, nor does it obligate the Borough to pay for any costs incurred in the preparation and submission of Qualification Statements or negotiations for or in anticipation of any contract. The Borough reserves the right at its sole discretion: to make selections, to reject any or all submissions, to issue subsequent RFQs, to remedy technical errors in the RFQ process and to enter into a contract with one or more consultants for the provision of any, all or some of the services described herein.

Background

Lutak Dock is a deep water port located in Haines, Alaska. The dock is 1,100-ft long and includes 15 cellular structures, closure arcs, and a concrete cap. The United States Army Corp of Engineers (USACE) designed Lutak Dock and completed its construction in 1953. The Borough currently owns the 11 cells on the west end of the dock. The remaining 4 cellular structures are owned by the State of Alaska.

The cellular structures are closed cells constructed with interlocking sheet pile. Closure arcs, also constructed with interlocking sheet pile, are used to fill the void between each cell. A concrete cap runs the length of the dock along the top of the cells and closure arcs. Modifications were made to the Borough's portion of the dock in 2003. These modifications included replacing the upper portion of the closure arcs with straight closure walls. The concrete cap was also removed at these locations to allow access to the closure arcs and install H-pile to support the new closure walls and reconstructed concrete cap.

In April of 2015 the State of Alaska began replacing their portion of Lutak Dock with a riprap slope. Due to the current condition of the dock the Borough has agreed to allow the State of Alaska to also remove cell 5 and part of cell 6, the Borough's eastern-most cells.

Condition reports for the Lutak Dock can be accessed on the Haines Borough web site.
www.hainesalaska.gov

Services to be Provided

The selected Consultant will provide the Haines Borough with a choice of conceptual design schemes that address but not be limited to addressing the following points

- Maximum life expectancy
- Future expandability

- A construction model that wouldn't interfere with AMHS, Alaska Marine Lines or Delta Western operations
- Maintaining and expanding storage and working area at the dock
- Considerations for new business (Potential mineral exports etc.)
- Options may include demolition of current cells or constructing a new wall outside of the dock

Minimum Qualification Statement Contents

1. Consultant name or names if joint effort
2. The number of years the consultant has been in business and a brief history of the firm
3. Specialized experience with similar projects
4. Proposed project budget with breakdown of personnel costs, reimbursable expenses and other costs
5. Past record of performance on similar contracts with the Borough and/or other clients including quality of work, timeliness and cost control. Provide names and telephone numbers of other client contacts for reference purposes.
6. Description of consultant's experience in working with communities similar in size and character to the Haines Borough

Qualification statements must contain responses corresponding to each numbered item in the above list as a minimum.

Selection Process

The selection process will proceed in the following manner:

1. The Borough will review and evaluate the Statements of Qualifications submitted. Evaluation criteria include, but are not limited to:
 - a. The experience and qualifications of the consultant and the personnel to be assigned to this project.
 - b. The consultant's performance on past Haines Borough projects, if any.
 - c. Cost of services to present conceptual options to the community and provide full design, bid-ready documents.
 - d. Other factors including but not limited to related experience in working with similar communities and projects, the consultant's current workload and potential conflicts of interest.
2. The results of the review and evaluation of the responses to the RFQ will be used to select one or more consultants to meet with Borough staff or any selection team for an interview.

Submission of Qualification Statements

Submissions received after the deadline will not be considered. Questions may be directed to David Sosa, Borough Manager (907) 766-2231 ext. 29 or dsosa@haines.ak.us.

Qualification Statement Proposals may be hand-delivered, mailed, express delivered, faxed, or emailed until **1:00 PM, Local Time, Friday, August 28, 2015**. Submissions must be clearly marked "*Lutak Dock Design and Development Qualifications*" and submitted to:

Attn: Office of the Borough Clerk
Haines Borough
P.O. Box 1209, Haines, AK 99827
103 Third Ave. S
907-766-2716 ext. 31

jcozzi@haines.ak.us

The Borough reserves the right to reject any and all submittals, to waive any informalities or technicalities, and to negotiate with any responder to this RFQ it deems to be the best qualified.