

Request for Proposals

Lutak Dock Design and Development Concepts



This Haines Borough request for proposals (RFP) seeks licensed design firms to provide conceptual options for replacing or refurbishing the Lutak Dock in Haines, Alaska. The concepts shall include research, analysis, cost estimating, and community outreach. The range of available funding for this work is \$100,000 to \$130,000.

This RFP 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 a proposal 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 RFPs, to remedy technical errors in the RFP 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. **The full RFP can be viewed at <http://www.hainesalaska.gov/rfps>.**

Questions

All communication relative to proposals shall be directed to:
Haines Borough, P.O. Box 1209, Haines, Alaska 99827
Attention: Brad Ryan, Director of Public Facilities
Telephone: (907) 314-0648
Fax: (907) 766-2716
Email: bryan@haines.ak.us

No oral interpretation concerning this RFP will be made. Requests for interpretation must be made in writing and mailed, emailed, or faxed at least four (4) business days prior to the submittal deadline.

Submission of Proposals

Deadline for proposals is **5:00 pm, Friday, September 2, 2016**. Six copies of proposals must be submitted and received in sealed envelopes by the deadline. Submissions received after the deadline will not be considered. Proposals should not exceed 15 pages (8.5 x 11), exclusive of appendix, cover page, letter of transmittal and table of contents. Bulky bindings such as three-ring binders are discouraged.

Proposals may be hand-delivered, mailed, or express delivered. Submissions must be clearly marked "Lutak Dock Design and Development Proposal" and submitted to:

Mailing Address:

Attn: Office of the Borough Clerk
Haines Borough
P.O. Box 1209
Haines, AK 99827

Physical Address:

Haines Borough
Borough Clerk's Office
103 Third Ave. S
Haines, AK 99827

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 RFP it deems to be the best qualified.

Posted 8/8/16