



Proposal in Response to HB-21-01

Design – Build Proposal for Tlingit Park Pavilion

Due: February 12, 2021, 3 pm

Chilkat Custom Contractors, LLC, (CCC) and Northwind Architects, LLC, (NWA) is pleased to submit this proposal to provide Architectural and Engineering Services as well as Construction for the new Tlingit Park Pavilion for the Haines Borough.

Chilkat Custom Contractors, LLC, (CCC) and Northwind Architects, LLC, (NWA) and our consultant team understand the proposal requirements are willing to perform and will commit the staff and resources necessary and named herein over the life of the term contract, to perform the services described in the RFP for this project.

We acknowledge receipt of (5) Addenda for this project.

This is an important project for our design-build team. Haines is a community of which anchors the character of Southeast Alaska where smaller community interests focused on meaningful strategic growth has great over-all community impact. The efforts of the Haines Borough to consider over-all downtown masterplan discussion and planning exemplifies the desire to build a better community.

The pavilion project type is perhaps the most utilized by a community than any other. It is the community gym that provides endless opportunities for gatherings and events and in this case bridges between local community use and the opportunity to serving those who visit and are invited into the Haines community.

NorthWind Architects have designed numerous community pavilions for Universities, city public use, serving the fishing industry and in the case of invoking Tlingit cultural aesthetics, pavilions serving Tlingit communities directly. From net buildings to cultural gathering places the simplicity and utilitarian use also allows for strong simple representation of community identity.

While CCC is a relatively new construction company, I have personally worked with Northwind Architects and their staff for more than a decade delivering successful projects throughout Southeast Alaska.

Our proposal team would be honored to work with the Haines community and The Haines Borough to welcome this new public place into your community.

Our understanding of this project's intent is to provide competent and complete professional team that has deep local experience building in Haines with a strong existing relationship with the Haines Borough

Carlos Jimenez, Chilkat Custom Construction is will be the Principal in Charge and is the signatory, authorized to bind the firm.

Carlos Jimenez
Chilkat Custom Contractors, LLC

Chilkat General Contractor and NorthWind Architects, LLC

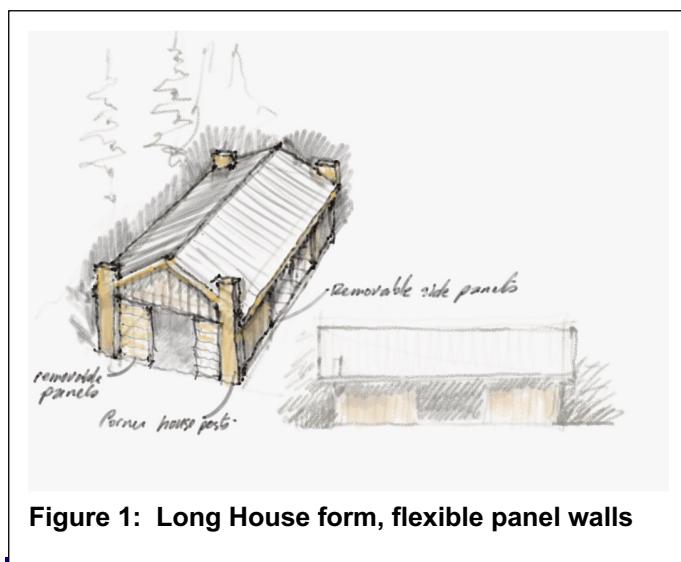
Architects, LLC are pleased to submit our qualifications to assist Haines Borough to design and construct a Pavilion in Tlingit Park, Haines, Alaska. We present a highly skilled Design-Build team with broad experience with this specific building type throughout Southeast Alaska. We are eager to work with the Haines Borough administration and staff as well as the community of Haines.

TLINGIT LONG HOUSE THEME, CREATIVITY

We have approached the design with Long-House placeholder from a practical pavilion shelter with a primary option of a gabled form out of traditional purity with a more contemporary flat roof option also understood as the simplest post and beam structure.

Creativity and artistic opportunities can be applied to the broader site at Tlingit Park as a way to identify the character and meaning of the place. Artistic opportunities are proposed as secondary elements both externally with the level of detail and most certainly internally where wood panels, applied art and the very use of the building is expressed.

- In the tradition of the long house, **sections of exterior walls are panels that can be open or closed** addressing use to either a more open gathering place with minimal exterior walls to a place that is sheltered from the environment; wind and rain and where exhibits of art will happen.



The function to meet both a basic shelter and the display of native art is a broad use of space. The long house form or simple structure with careful consideration of exterior wood panels beckons to practical nature of the original Tlingit building type...**serving many purposes; flexible and practical.**

The primary structure shall be simple, whereas the exterior enclosure and structural grid for the “great room” will allow for both permanent and temporary walls that can be opened and closed depending on use. Permanent walls will be proposed for structural and utilitarian purposes and walls that can be open or closed...moved and stored will be optioned for each function and intended use.

USE OF LOCAL RESOURCES

Chilkat Custom Construction proposed local source of all of the heavy timber structure as well as the material used for the wood panels proposed for the enclosure. Labor and material will be locally sourced as much as possible.

OBJECTIVES AND METHODOLOGY

The project objective of this RFP is clear: The Haines borough is seeking design-build proposals for a new community pavilion in Tlingit Park to house dances, spectator weather shelter, and a future display for native art prioritizing the tourist season. The Contract amount is \$300,000 and final completion for the project is set to be December 31, 2021.

Chilkat Custom Contractors and NorthWind Architects proposes a design-build team that combines both a local respected contractor and a reputable regional design firm to work with you on the Tlingit Park Pavilion.

Chilkat Custom Contractors, led by Carlos Jimenez, is well known withing the Haines community, and they are ready and able to work with the Pavilion project team and the Haines Borough.

The RFP specifically identifies a building type that **NorthWind Architects** is familiar with as we are currently working as the lead design team on two projects through **Tlingit-Haida Indian Tribes of Alaska** here in Juneau.

Also recent and relevant to this project, **NorthWind Architects** has completed a conceptual design of a waterfront pavilion for the **City and Borough of Juneau** this past year, in addition to an award-

winning concept design for an aesthetically contemporary lake-front pavilion for the **University of Alaska Southeast**, and, a number of years back, when James Bibb was working with a different Juneau-based architectural firm, he was the lead designer for the UAS Noyes Pavilion serving the students at the Auke Lake Campus. Our designs are bridged between traditional design and ones that are more innovated, culturally informed, and a result of a successful and enjoyable design and construction process.

The Chilkat Custom Contractor – NorthWind Architects design-build team is the culmination of working to build a successful and trusting business relationship over many years, especially between **Chilkat's Carlos Jimenez** and design lead **James Bibb of NorthWind**.

Our objective is to provide quality professional services in addressing the Haines Boroughs' needs.

A \$300,000 budget and a firm schedule has been set. Our Contractor-Architect history of working closely together on numerous projects over the years, including relevant pavilion projects, demonstrate that we can deliver the services needed to your community to meet both budget and schedule deadlines.

Methodology:

We firmly believe that a successful design-build team starts with a strong and trusted relationship between the general contractor, design team, and the Haines Borough project team all working as one cohesive unit with the same goal. This unified relationship provides a necessary and productive project team through solving problems, communicating intent, and meeting expectations.

Considering the project details provided to us, we anticipate the following workflow:

- 1) **Prior to entering into the design development phase of the project, our team will meet with your project's user group and discuss the priorities backing this project's importance to your community.** We will start with a thorough review of our proposal submittal and cost projections to fill in any gaps not clear through the proposal scope description and to verify and confirm project expectations.

- 2) **We will spend time discussing the pavilion's multi-use project requirement by identifying critical criteria.** Through past efforts, Northwind's design efforts met the aesthetic criteria but missed the mark for having a pavilion project truly practical for all-weather use. To serve many users in all-weather conditions, a seemingly simple building type required thoughtful and practical solutions.
- 3) The pavilion has to be a multi-purpose facility to cater to the types of user groups with differing usage needs over many years. It will support both local community use and visitor use. **We will discuss what makes this project successful for both a casual community gathering venue and a studio for seasonal viewing of regional art for the visitors to your community.**
- 4) **Based on the design team, contractor, and user group priority discussion, we will verify our proposal's concept design, propose any revisions, and verify that the design meets project costs.** We propose a strategy to meet a 100% project budget with a conservative contingency to go into the construction phase with determination to insure we do not have to ask for extra funds to complete the project.
- 5) **The Project Team, (Haines Borough, Contractor and Architect), will together look at project material choices that balance maintenance, longevity, and operational cost concerns.** The project site proximity to the waterfront, constructed with traditional materials, has finish and material challenges. Construction is an obvious initial goal; however, long-term performance and maintenance costs are equally as important as a requirement for design.
- 6) **Based on an approved design direction, we would propose moving directly into the design development and construction documentation phase.** Services would be provided by the Architect who will design the structure, envelope and important operation, and program elements and detail and prepare contract and construction documents.
- 7) **We see no issue in meeting both the project budget and project schedule identified under**

this proposal. This project is composed of a clear and concise body of work. We anticipate the design process from initial planning through construction document production could be completed in 8-12 weeks, leaving plenty of time to allow for a full spring-summer-fall construction window, insuring a December 31st, 2021 completion date.

With completion of bid documents, we will provide construction phase services as a continuation of the design-build team approach. With Chilkat Construction in Haines, direct and immediate contact with your Haines project team is ensured.

COMMITMENT TO SCHEDULES AND QUALITY CONTROL

All Chilkat Custom Contractors and NorthWind Architects team members presenting this proposal are committed to being responsive to this project.

Both **Chilkat Custom Contractors and NorthWind Architects** pride ourselves on the ability to produce high quality work within the constraint of rigorous schedules and budgets. **Chilkat Custom Contractors** is a Haines-based general contractor who is familiar with the Haines community and working with the Haines Borough. NorthWind Architects is a Juneau-based design firm geographically close to Haines whose entire design staff are lifetime Southeast Alaskan locals including a designer from Haines. NorthWind Architects has three licensed Principal Architects and five support staff. Chilkat Custom Contractors & NorthWind Architects have the resources available to ensure that the Haines Borough will receive timely, complete, and first-rate services through all project phases.

We recognize the critical nature of timing project planning with the challenges of funding and anticipated use. **With regards to design projects, we can offer this: With a clear mandate and schedule coordinated with our client, we have and will always hit target dates for project delivery.**

TEAMS PROJECT SCHEDULE

Following is a proposed schedule:

- **Notice of Intent to Negotiate:** Team selection - anticipating February 19, 2020
- **Fee Negotiation:** 1-week
- **Notice to Proceed (NTP):** Anticipating Friday, February 27, 2020.
- **Program verification/Schematic Design:** 3 weeks – March 1, 2021 – March 22nd 2021.
- **1 week review**
- **Design Development Submittal:** 3 weeks: March 29th to April 19th, 2021
- **Owner Review comments:** 2 weeks
- **95% deliverable April 21, 2021**
- **Bid/Permit Documents:** May 1st, 2021
- **Construction May 21st October 31st, 2021, (5 months).**

QUALITY CONTROL

Quality Control Procedures: Clearly identified responsibility roles, regular team meetings, regular progress reviews of the work, and written communication are all integral parts of our quality control.

- **Over-all Project Lead: Haines Borough Pavilion project team.** Leading the quality control procedure is to be held accountable solely to you, the Haines Borough Pavilion project team.
- **Over-all Design-Build Project Quality Control: Chilkat General Contractor, Carlos Jimenez,** is project Team Leader for over-all project quality control management and responsibility.
- **Quality Control Design Team: James Bibb, NorthWind Architects,** will be responsible for design team quality control and will be reporting directly to **Carlos Jimenez** who will be reviewing design conformance to program and design/construction/permit document quality control.
- **Quality Control Tracking:** Our team will track design and coordination issues with a spreadsheet of items issued at each meeting and maintained by the Project Team Leader. This spreadsheet identifies and assigns responsibility with a deadline, and ensures all items are addressed as the project moves forward.
- **Quality Control Communication:** With a project of this scale, we have found a carefully

conserved email record is sufficient. Project communication records with copies and a narrative summary of that correspondence will be made available to the owner on request.

PROPOSED TEAM SAFETY PLAN

See Attachment:

COSTS – BID SCHEDULE

See Attachment:

OPERATION PLAN

See Attachment:

PROPOSED TEAM MANAGEMENT

Chilkat Custom Contractors & NorthWind Architects, LLC will assume contractual responsibility for this project. We will provide overall project management and coordinate all professional and technical services required to complete the scope outlined in this proposal.

Lines of Authority for the Contract:

The organizational chart on page 6 graphically presents our approach to the lines of authority and lists personnel names, roles, and registration numbers.

Carlos Jimenez, in his capacity as the owner of **Chilkat Custom Contractors**, will be Principal-in-Charge and both Contract and Project Manager. He will oversee all projects and disciplines for this project. He will serve as the main point of contact, ensure that sufficient resources are available within his construction team, and that the members of the design team meet project objectives. He will be the Project Lead/Manager and will manage day-to-day project activities, attend regular meetings with the Haines Borough project team, and serve as the primary contact for this project.

Specific Responsibilities:

The design-build professionals representing both the contractor and design entities will perform the project management through both the design and technical assignments, taking their cue from the Project Lead, Carlos Jimenez, who in turn will take direction from the Haines Borough Contract Manager. *The organizational chart identifies the hierarchy of the*

design team based upon the line of authority in this Term Agreement.

Chilkat Custom Contractors will provide over-all project management for the project including both the project scope, schedule, and budget from the beginning of the design process to final construction completion of the project. **Chilkat** will oversee the design team.

NorthWind Architects will provide planning, building design, design-team management, building technical services, and any level of construction administration services needed for project delivery while working closely with the general contractor to communicate project progress through construction.

All design sub-consultant work will be managed and administered by NorthWind Architects.

Site/civil, electrical, potential Fire Protection and plumbing design services will be provided by sub-contractors under **Chilkat Custom Contractors**.

Structural and Civil design, Geotechnical investigations, and Surveying services will be provided by **DCI Engineering, Inc.** working directly with NorthWind Architects.

Cost estimating is an important component of any project with a budget and is used early in the design process to test the value of options proposed for the work. Cost estimation will be provided by **Chilkat Custom Contractors** as part of the base services required under this contract.

During construction, both **DCI Engineering** and **NorthWind Architects** have appropriately credentialed personnel who provide IBC Special Inspections as required by either the Haines Building Department or the International Building Code.

PROPOSED PROJECT STAFF

Contract Manager and Project Manager:

Chilkat Custom Contractors Carlos Jimenez will lead the both the construction and design team. Chilkat Custom Contractors (CCC) opened their doors early in 2020. Carlos Jimenez started the company after spending 20+ years in commercial and residential construction. Carlos has been building in Haines since 2007 and worked for three years as the Director of Public Facilities for the Haines Borough. He is familiar with the community of Haines and has

developed positive relationships with James Bibb and Northwind Architects. CCC are excited to team up for another successful project in designing and constructing the new Tlingit Park Pavilion. We are confident that with the direct input of the Haines Borough and their design committee we will be the right choice for the community.

Commercial Projects completed in Haines while working for NPE and Dawson:

- Klukwan Gym – 2007
- Haines School Vocational Education Building Renovation
- Haines Assisted Living – 2008
- Klukwan Hospitality House – 2009
- SEARCH Dental –
- Presbyterian Church window/siding replacement project

Projects completed with Northwind Architects:

- SEARHC Dental – Haines, Alaska
- SEARHC Pediatric Dental – Juneau, Alaska
- SEARHC Emergency Room renovation at Mt. Edgecumbe Medical Center – Sitka, Alaska
- SEARHC Ethel Lund Medical Renovation – Juneau, Alaska – Assistant Project Manager

Principal Architect and Design Team lead, James Bibb, NorthWind Architects will coordinate the design team and provide professional architectural and planning services supported by other NorthWind architects and technical staff as required to meet project schedules. James, partner architect at NWA and is a knowledgeable Juneau architect skilled in communicating design as it relates to regional and local issues. He was born in Juneau and has practiced architecture in Stockholm, Sweden, Portland, Oregon, and Juneau for 28 years. James is widely recognized for his public and private projects in Juneau and Southeast Alaska. He successfully managed the design of the City and Borough of Juneau Transportation Center and Parking Garage. He also led development of the Willoughby District Use Plan, and the ongoing CBJ Downtown Seawalk and Waterfront Park design. James is an Alaska Resident.

References: 1) Carl Uchytil, Port Director, City and Borough of Juneau, (907) 586-0292. 2) J. Travis

Miller, Project Manager/Architect ADOT&PF (907) 465-8139. 3) Rorie Watt, PE, City Manager for City and Borough of Juneau and former Engineering Director (907) 586-0877.

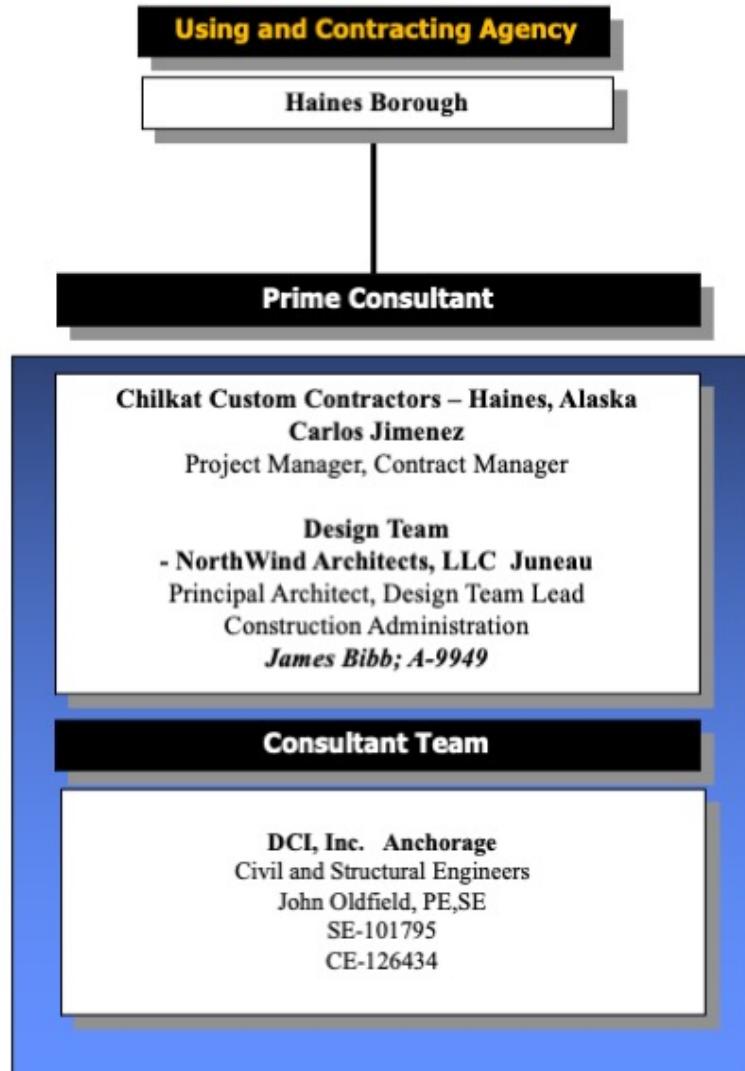
Architectural/Cultural Lead, Armando DeAsis, NorthWind Architects: Armando is an architectural intern with NorthWind and will be Architectural cultural liaison and as a architect, be able to lead a discussion on the question of traditional, cultural and creativity throughout the design process working with the Haines Community/Haines Borough.

Armando's Tlingit name is Kéet Yanáayi. He is Dakhl'aweidi from Keet Hít out of Angoon, where his family originates from. His father is T'akdeintaan from Hoonah, his grandfather is L'uknax.ádi from Yakutat, and his outer shell is Deisheetaan from Angoon.

Structural Engineer:

Both civil and structural engineering will be provided by **DCI Engineering** out of Anchorage. DCI is a solid and available engineering group currently working with us in Juneau. They also bring thorough knowledge and a willingness to explore safe and economical approaches to structural design with the Architect and Owner,

Team Organization Chart
RFP# HB 22-01
Haines Tlingit Park Pavilion
Design-Built



EXPERIENCE WITH SIMILAR PROJECTS

NorthWind Architects James Bibb offers extensive, recent experience with multi-use Pavilion projects in Southeast Alaska. The following relevant projects each have the elements of:

Tlingit Haida Indian Tribes of Alaska Transitional Housing Juneau 2020, 2021, Project Costs \$1-2M

James Bibb, Armando DeAsis, NWA Lead Design



Figure 3: THITA Transitional Housing - Juneau



Figure 2: THITA Transitional Housing - Juneau

**CBJ Waterfront Pavilion CBJ Docks and Harbors
Departmet**

Juneau 2020, 2021, Project Costs \$3 M

Contemporary Juneau waterfront pavilion introducing familiar waterfront industrial form to the waterfront while using wood exterior siding for warmth material expression. Space is open and flexible for many different events. Design utilized large folding doors to allow for open or closed use.

James Bibb, NWA Lead Design, Project Architect



UAS Campus Noyes Pavilion

Juneau, 2004, Project Costs \$3 M

Open campus pavilion using strong gable forms, steel framed construction with wood wrapped steel columns. Pavilion is well used but had a weakness of weather exposure during driven rain. Plans are to add movable screens for weather events requiring shelter.



UAS Auke Lake Shoreline Improvement Pavilion**Juneau 2019, Project Not Yet Constructed**

Part of a Auke Lake shoreline improvement project, this pavilion is a contemporary interpretation of Tlingit form line in a sculptural form. Exterior skin of corten steel with cedar interior. Pavilion design was purposefully expressing the building as aesthetic movement.

**Figure 5 Arrival View**

SECTION 00320 – BID BOND

KNOW ALL PERSONS BY THESE PRESENT, that Chilkat Custom Contractors LLC as Principal, and Western National Mutual Insurance Company as Surety, are held and firmly bound unto **THE BOROUGH OF HAINES** hereinafter called "OWNER," in the sum of Five Percent of The Total Amount Bid (5%) dollars, (not less than five percent of the total amount of the Bid) for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Principal has submitted a Bid to said OWNER to perform the WORK required under the Bid Schedule of the OWNER's Contract Documents entitled:

Haines Borough Tlingit Park Pavilion Design Build Contract No. HB 21-01

NOW THEREFORE, if said Principal is awarded a contract by said OWNER and, within the time and in the manner required in the "Notice Inviting Bids" and the "Instructions to Bidders" enters into a written Agreement on the form of Agreement bound with said Contract Documents, furnishes the required certificates of insurance, and furnishes the required Performance Bond and Payment Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect. In the event suit is brought upon this bond by said OWNER and OWNER prevails, said Surety shall pay all costs incurred by said OWNER in such suit, including a reasonable attorney's fee to be fixed by the court.

SIGNED AND SEALED, this 10th day of February, 20 21.

(SEAL) Chilkat Custom Contractors LLC
(Principal)

By: _____
(Signature)

(SEAL) Western National Mutual Insurance Company
(Surety)

By: M.D.M.
(Signature)

Niccole Olsen Attorney-in-Fact





POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Western National Mutual Insurance Company, a Minnesota mutual insurance company, does make, constitute, and appoint: Niccole Olsen

Its true and lawful Attorney(s)-in-Fact, with full power and authority for and on behalf of the Company as surety, to execute and deliver and affix the seal of the Company thereto (if a seal is required) bond, undertakings recognizances or other written obligations in the nature thereof, (other than bail bonds, bank depository bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and note guaranty bonds, self-insurance workers compensation bonds guaranteeing payment of benefits, hazardous waste remediation bonds or black lung bonds), as follows:

All written instruments in an amount not to exceed an aggregate of Seven Million Five Hundred Thousand and 00/100 Dollars (\$7,500,000.00) for any single obligation, regardless of the number of instruments issued for the obligation.

and to bind Western National Mutual Insurance Company thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This appointment is made under and by authority of the board of directors at a meeting held on September 28, 2010. This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of Western National Mutual Insurance Company on September 28, 2010:

RESOLVED that the president, any vice president, or assistant vice president in conjunction with the secretary or any assistant secretary, may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the company to execute and deliver and affix the seal of the Company to bonds, undertakings, recognizances, and suretyship obligations of all kinds, and said officers may remove any such attorney-in-fact or agent and revoke any Power of Attorney previously granted to such person.

RESOLVED FURTHER that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company
(i) when signed by the president, any vice president or assistant vice president, and attested and sealed (if a seal be required) by any secretary or assistant secretary; or
(ii) when signed by the president, any vice president or assistant vice president, secretary or assistant secretary, and countersigned and sealed (if a seal be required) by a duly authorized attorney-in-fact or agent; or
(iii) when duly executed and sealed (if a seal be required) by one or more attorneys-in-fact or agents pursuant to and within the limits of the authority evidenced by the Power of Attorney issued by the Company to such person or persons.

RESOLVED FURTHER that the signature of any authorized officer and the seal of the company may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company; and such signature and seal when so used shall have the same force and effect as though manually affixed.
IN WITNESS WHEREOF, Western National Mutual Insurance Company has caused these presents to be signed by its proper officer and its corporate seal to be affixed this 16th day of December, 2020.

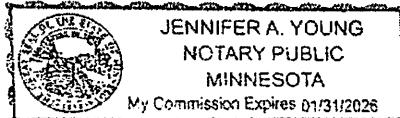
Jon R. Hebeisen, Secretary



Larry A. Byers, Sr. Vice President

STATE OF MINNESOTA, COUNTY OF HENNEPIN

On this 16th day of December, 2020, personally came before me, Jon R. Hebeisen and Larry A. Byers and to me known to be the individuals and officers of the Western National Mutual Insurance Company who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally dispose and say; that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said corporation.



Jennifer A. Young, Notary Public
My commission expires January 31, 2026

CERTIFICATE

I, the undersigned, assistant secretary of the Western National Mutual Insurance Company, a Minnesota corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.

Signed and sealed at the City of Edina, MN this 10th day of February, 2021

Jennifer A. Young, Assistant Secretary



Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing
PO Box 110806, Juneau, AK 99811-0806

This is to certify that

Chilkat Custom Contractors LLC

P.O. Box 962, Haines, AK 99827

owned by

Carlos S Jimenez

is licensed by the department to conduct business for the period

April 7, 2020 to December 31, 2021
for the following line(s) of business:

23 - Construction

This license shall not be taken as permission to do business in the state without having
complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.
It is not transferable or assignable.

Julie Anderson
Commissioner



License #: 160311
Effective: 12/29/2020
Expires: 12/31/2022

State of Alaska

Department of Commerce, Community, and Economic Development
Division of Corporations, Business, and Professional Licensing

Regulation of Construction Contractors and Home Inspectors

Licensee: Chilkat Custom Contractors LLC

License Type: General Contractor With Residential Contractor Endorsement

Status: Active

Doing Business As: Chilkat Custom Contractors LLC

Commissioner: Julie Anderson

License #: 132114
Effective: 12/29/2020
Expires: 12/31/2022

State of Alaska

Department of Commerce, Community, and Economic Development
Division of Corporations, Business, and Professional Licensing

Regulation of Construction Contractors and Home Inspectors

Licensee: CARLOS SAMUEL JIMENEZ

License Type: Residential Contractor Endorsement

Status: Active

Commissioner: Julie Anderson

HAINES BOROUGH BUSINESS LICENSE

Expires 12/31/2021

This is to certify that the business named below has made application to do business in the Haines Borough, Alaska covering the calendar years 01/01/2020 to 12/31/2021 or fraction thereof.

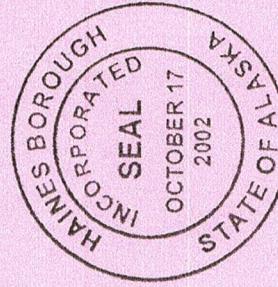
Account # 2131

Alexandria Fullerton

Alexandria Fullerton

Haines Borough Clerk

This license will automatically be renewed if business is current in all reports. This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State of Alaska or of the United States.



HBC Section 5.02.010
This license must be posted in a conspicuous place
at the business location.
It is not transferable or assignable.

Chilkat Custom Contractors
Box 962
Haines AK 99827

NOTE: BUSINESS LICENSE AND REGISTRATION FEE IS BIENNIAL



Tlingit Park Pavilion Safety Plan

This safety plan has been developed specifically to be utilized during the construction of the Tlingit Park Pavilion. Strict adherence to the plan will minimize the risk to the construction crew as well as the public.

- Entire construction site will be fenced.
- Safety cones and high visibility delineators.
- Crew must wear hi visibility and hard hats.
- Signage on fence – no trespassing, caution, hard hats only, laser in use, video surveillance.
- Job office or job trailer/job box with all safety gear, first aid, eye wash stations.
- Air horn for emergency shut down.
- Police and SEARHC numbers listed at first aid station.
- Weekly safety meetings will take place at 7 a.m. on each Monday. Topic of each meeting will be scope of work for the day and the upcoming week, and how to perform the work both safely and effectively.

Employee's Safety Responsibilities

1. Obey all safety rules, procedures, and instructions.
2. If you are not sure how to perform a job safely, ask for help.
3. Maintain and know how to use all appropriate personal protective equipment (PPE).
4. Do not come to work under the influence of any alcohol or illegal drugs.
5. Attend and participate in all company safety meetings.
6. Know where to get first aid. Know where to find and how to use the nearest fire extinguisher.
7. If you become aware of a safety problem, notify your supervisor.

Supervisor's Safety Responsibilities

1. Plan every job with safety in mind to make sure the job site remains in compliance with this safety policy and state and federal regulations.
2. Require and enforce the use of personal protective equipment and other safety equipment.
3. Notice and immediately correct unsafe actions or conditions.
4. Conduct weekly "toolbox" safety meetings. Document attendance at these meetings.
5. Enforce this safety policy and discipline anyone who willfully violates his or her responsibilities or these safety rules.
6. Complete a Supervisor's Accident Investigation Report on all accidents no matter how minor. Be sure to take corrective action.
7. Make sure only qualified employees operate heavy equipment.
8. Make sure all subcontractors comply with company safety policy. Warnings to subcontractors should be documented in writing.
9. Provide the public from job site hazards.
10. Take time to properly orient new employees on safety. Employees must be shown what to do and how to do it safely.
11. Set a good example to the other employees by complying with all safety rules and responsibilities yourself.
12. Have a good attitude about safety.

Accident/First Aid Procedures

Despite our best efforts, accidents and injuries may occur. The following guidelines will help clarify what to do in the event of an accident:

1. Know the location of the nearest phone to call for assistance. Emergency medical numbers should be posted at the job site.
2. Make sure the person sent to call for help reports back and confirms help is on the way.
3. Administer first aid immediately in life-threatening situations (stop bleeding) and take action to prevent further injury.
4. Notify persons trained in CPR/First Aid to help immediately.
5. Do not move anyone who appears to have any bone or back injury unless there is imminent danger to life.
6. A supervisor or manager should be notified immediately.
7. First aid should be given by a supervisor, manager, or person trained in first aid.
8. A supervisor or manager should fill out an Accident Investigation Report as soon as practical after the accident.
9. A supervisor or manager should make the decision on when outside medical treatment is necessary.
10. Get first aid for all minor injuries. Small injuries can develop into serious infections.

Construction Safety Rules

1. General

- a. Accidents and injuries no matter how minor must be reported immediately and investigated by the supervisor.
- b. Practice good housekeeping. Job sites must be kept clean of debris. Walkways, platforms, and work areas must be kept orderly.
- c. First aid kits must be available at all job sites.
- d. Lists of emergency phone numbers must be posted near each phone on job sites.
- e. Horseplay is prohibited.
- f. Reckless use of equipment is prohibited.
- g. Nails must be removed from lumber or pounded down as soon as lumber is disassembled.
- h. Report any hazardous condition or unsafe practice to the supervisor immediately.

2. Personal Protective Equipment

- a. Hard hats must be worn in areas where there is an overhead hazard or where designated by the supervisor.
- b. Eye protection is required whenever there is a danger of free-flying materials such as when chipping, grinding, welding, drilling, or sawing. Other eye protection such as goggles, or face shields may be designated by the supervisor.
- c. Hearing protection is required when high noise levels exist and whenever designated by the supervisor.
- d. Heavy-duty work shoes in good condition with ankle support are required on job sites. Safety toe shoes are required for some jobs as designated by the supervisor.
- e. NIOSH-approved respirators are required when conditions warrant.
- f. Orange work vests are required whenever working in or adjacent to traffic.

3. Lifting and Material Handling

- a. Look for ways to eliminate or minimize the need to lift and carry items manually.
- b. Use mechanical lifting devices whenever possible for large or heavy items.
- c. Get help to move large, awkward, or heavy items.
- d. Use proper technique whenever lifting any item:
 1. Keep feet close to object being lifted.
 2. Bend your knees.
 3. Lift with your legs.
 4. Keep the object close.
 5. Do not twist while lifting.

4. Equipment, Hand, and Power Tools

- a. Tools and equipment must be maintained in good working order. Worn or damaged

- tools must be repaired or replaced.
- b. Equipment and power tool guards are required to be maintained. Unguarded tools should be tagged "out of service" until the guard is replaced.
 - c. Tools should only be used for their intended purpose. Do not improvise.
 - d. Operators of power equipment are required to receive proper instruction by the supervisor before using the equipment.
 - e. Fuel-powered equipment or portable heating equipment must only be used where there is proper ventilation. Engines and burners must be shut off and smoking prohibited before refueling.

5. Electrical

- a. 15- and 20-ampere receptacle outlets on single-phase, 120-volt circuits for construction sites that are not part of permanent wiring of the building or structure are required to be protected by either ground-fault circuit interrupters or an assured equipment grounding conductor program.
- b. All extension cords must be 3-wire type. No cord or plug which is damaged may be used.
- c. All electrical tools that are not double insulated must be of the 3-wire type.
- d. All equipment, scaffolds, and ladders must be at least 10 feet away from power lines at all times.

6. Working Above Ground

- a. All ladders must be in good condition and inspected prior to each use. Defective ladders should be tagged "out of service" and removed for repair or replacement.
- b. Ladders made of aluminum or other conductive material must not be used around electrical circuits or equipment.
- c. Ladders must reach three feet above landing and must be securely tied off at landing.
- d. Job-made ladders must be constructed to specifications.
- e. Face the ladder when climbing and use both hands. A hand line or material hoist must be used to lift loads.
- f. All scaffolds must be constructed according to standards as instructed by the supervisor.
- g. Only qualified and designated personnel are permitted to erect scaffolding.
- h. Any self-supported scaffold with a height of more than four times the width of the base must be restrained from tipping by guying, tying, bracing, or other suitable means.
- i. Floor openings, open-sided floors, walkways, or platforms must be protected with a standard guardrail or effective covers at all times.
- j. Stairs with four or more risers must be equipped with standard hand railings.
- k. Follow all aspects of the company fall protection program.

7. Heavy Equipment

- a. Only authorized employees are permitted to operate heavy equipment.
- b. All heavy equipment must be inspected daily for proper operative condition. Any defect must be reported immediately to the supervisor.

- c. No employee is permitted to ride in or on any moving equipment unless seating is provided by the manufacturer.
- d. Movable buckets or dump boxes must be properly blocked before maintenance or inspection while the bucket or box is in the up position. Movable buckets must be lowered to the ground and the parking brake set before leaving the machine.
- e. Equipment with obstructed view to the rear must have a functioning back-up alarm.
- f. Hand holds and steps must be used whenever getting on or off the machine.
- g. Equipment must be shut off and smoking prohibited before refueling.
- h. No employee may work under lifted loads. Tag lines must be used to control suspended loads.
- i. Seat belts must be worn where provided whenever any vehicle is moved.
- j. Equipment operating on streets or roads must be equipped with a S.M.V. sign unless properly equipped for road travel.
- k. Provision must be made for proper ventilation of exhaust gases when using powered equipment in enclosed spaces.

SECTION 00310 – BID SCHEDULE

Complete and submit the following Bid Schedule(s) for construction of:

Haines Borough Tlingit Park Pavilion Design Build Contract No. HB 21-01

Furnish all labor, equipment and materials for the following work as defined in the Contract Documents:

Pay Item No.	Pay Item Description	Unit	Quantity	Unit Price	Amount
1	Mobilization	Lump Sum	1		
2	Design	Lump Sum	1		20,000
3	Site Work	Lump Sum	1		15,000
4	Foundation	Lump Sum	1		40,000
5	Concrete Slab	Lump Sum	1		22,000
6	Building Structure	Lump Sum	1		184,722
7	Electrical	Lump Sum	1		8,000

Total Base Bid Amount in Figures: \$ 289,722

Total Base Bid Amount in Words: Two Hundred Eighty-Nine Thousand Seven Hundred Twenty-Two

Date: 2-12-2021 Bidder: Chilkat Custom Contractors LLC
(Company Name)

SECTION 00320 – BID BOND

KNOW ALL PERSONS BY THESE PRESENT, that _____ as Principal, and _____ as Surety, are held and firmly bound unto **THE BOROUGH OF HAINES** hereinafter called "OWNER," in the sum of _____ dollars, (not less than five percent of the total amount of the Bid) for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Principal has submitted a Bid to said OWNER to perform the WORK required under the Bid Schedule of the OWNER's Contract Documents entitled:

**Haines Borough Tlingit Park Pavilion Design Build
Contract No. HB 21-01**

NOW THEREFORE, if said Principal is awarded a contract by said OWNER and, within the time and in the manner required in the "Notice Inviting Bids" and the "Instructions to Bidders" enters into a written Agreement on the form of Agreement bound with said Contract Documents, furnishes the required certificates of insurance, and furnishes the required Performance Bond and Payment Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect. In the event suit is brought upon this bond by said OWNER and OWNER prevails, said Surety shall pay all costs incurred by said OWNER in such suit, including a reasonable attorney's fee to be fixed by the court.

SIGNED AND SEALED, this _____ day of _____, 20 ____.

(SEAL) _____
(Principal)

By: _____
(Signature)

(SEAL) _____
(Surety)

By: _____
(Signature)

SECTION 00370 – CONTRACTOR’S FINANCIAL RESPONSIBILITY

To be considered, all bidders must complete and include this form *at the time of the deadline for bids.* Attach additional sheets as necessary to respond to questions.

Project: Haines Borough Tlingit Park Pavilion Design Build

As the General Contractor on this project, I intend to subcontract 8 % of the total value of this contract.

A. EXPERIENCE

1. Have you ever failed to complete a contract due to insufficient resources? No [] Yes

If YES, explain:

2. Describe arrangements you have made to finance this work:

*Through my vendors & typical subs.
Scheduled orders & scheduled payments*

3. Have you had previous construction contracts or subcontracts with the Haines Borough?

[] No Yes

4. Describe your most recent or current contract, its completion date, and scope of work.

*PSB OH New Project - Borough has requested we
wait until spring to complete the job*

5. List below, and/or as an attachment to this questionnaire, other construction projects you have completed, dates of completion, scope of work, and total contract amount for each project completed in the past twelve months.

*Catetway Building \$100K
Milligan Residence \$800K
Ganey Residence \$200K*

6. Per Alaska Statute 36.90.210, on previous public contracts, have you ever failed to pay a subcontractor within eight working days after receiving payment from the Owner (for projects occurring within the last 3 years)? No [] Yes

If YES, please attach a detailed explanation of each occurrence.

B. EQUIPMENT

1. Describe below, and/or as an attachment, the equipment you have available and intend to use for this project.

ITEM	QUANTITY	MAKE	MODEL	SIZE/CAPACITY	PRESENT MARKET VALUE
CAT Telehandler	1	CAT	44	10,000cu	70,000
Genie	1	J9	Scissorlift	19'	10,000

2. Do you propose to purchase any equipment for use on this project not listed on table B-1?

No Yes

If YES, describe type, quantity, and approximate cost:

3. Do you propose to rent any equipment for this work not listed on table B-1? No Yes

If YES, describe type and quantity:

4. Is your bid based on firm offers for all materials necessary for this project? No Yes

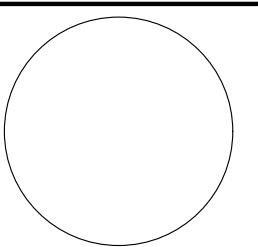
If NO, please explain:

I hereby certify that the above statements are true and complete.

Chilkat Custom Contractors
Contractor

Signature

Carlos Jimenez, Owner
Name and Title of Person Signing
2-12-21
Date



W

N

NorthWind
Architects LLC
126 Seward St
Juneau, AK 99801
Ph #907.586.6150
www.northwindarch.com

1" ACTUAL
IF THE ABOVE DIMENSION DOES NOT
MEASURE ONE INCH (1") EXACTLY, THIS
DRAWING WILL HAVE BEEN ENLARGED OR
REDUCED, AFFECTING ALL LABELED SCALES.

HAINES BOROUGH
TLINGIT PARK PAVILION

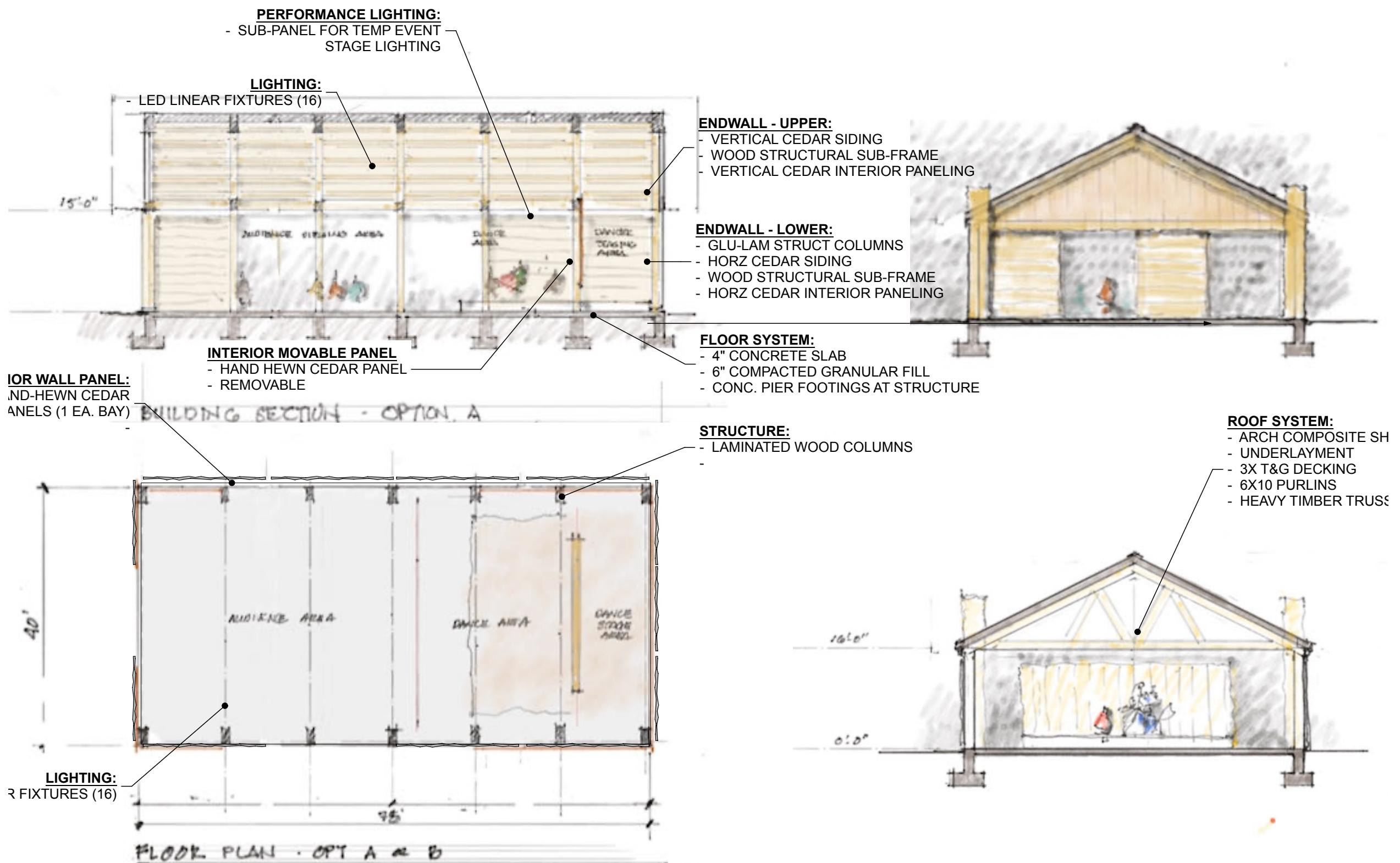
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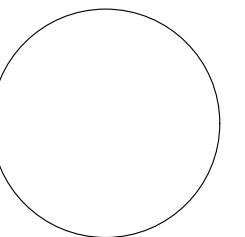
SHEET TITLE:
OPTION A LAYOUT

CHECKED XX
DRAWN XX

SHEET #

PLOT DATE 2/12/21
ISSUE DATE ISSUE DATE **





W

N

NorthWind
Architects LLC126 Seward St
Juneau, AK 99801
Ph #907.586.6150
www.northwindarch.com

1" ACTUAL

IF THE ABOVE DIMENSION DOES NOT
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TLINGIT PARK PAVILION

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SHEET TITLE:
OPTION BCHECKED XX
DRAWN XX

SHEET #

PLOT DATE 2/12/21
ISSUE DATE ISSUE DATE **