

**City of Dillingham Action Memorandum**      Agenda of: August 14, 2020  
2020-05  
**Action Memorandum No.** \_\_\_\_\_

**Subject:**  
Award a Contract for Lake Road Fire Hall Addition Project

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City Manager: Recommend Approval

Signature: 

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**Fiscal Note:**  Yes  No      **Funds Available:**  Yes  No

**Other Attachments:**

- Bidding Summary

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**Summary Statement:**

This action memorandum authorizes administration to sign a contract with the lowest bidder for the construction of the Lake Road Fire Hall Addition. ITB 2020-01 was advertised in ADN on June 2 and June 9, 2020. Notices were posted in three public places, and the ITB was advertised on the City website. The original deadline was June 25 at 4:00 PM. When the City received no bids by that morning, the deadline was extended until July 9 at 4:00 PM. When no bids were received on July 9, the City engaged LCG Lantech to directly solicit bids. Two bids were received by the deadline on August 7 at 4:00 PM and a bidding summary is attached.

The bid from Wolverine was the only responsive bid and was also the lowest bid. Wolverine can be expected to begin the project immediately upon contract execution, with a substantial completion date of January 2021.

Although the bid (including both alternates) is higher than the engineer's estimate, the overall GO bond revenue raised for FY19 CIP projects, is expected to cover the difference.

(Such publication shall be made twice, with at least one week, but not more than two weeks, intervening between publications, and there shall be sufficient time between the date of last publication and the bid opening for preparation of bids, which time shall not be less than two weeks.)

Action Memorandum No. 2020-05

Summary Statement continued:

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PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council  
on August 14, 2020

  
Mayor

ATTEST:

  
City Clerk

[SEAL]

Route to	Department Head	Date
X	Finance Director	8/13/2020
X	City Clerk	8/13/2020

**RFP 2020-02 - Furnish Aggregate for FY21  
BID SCORING SHEET**

**Proposal Deadline: 07/9/20, 4:00 PM**

<i>Date &amp; Time Proposal Received</i>		<b>6/25/2020 15:30</b>	<b>7/9/2020 15:09</b>
	<b>BIDDERS</b>		
		Bristol Constr. Services, LLC	JJC Enterprises, Inc.
<b>ITEMS</b>	<b>BID AMOUNT</b>		
Washed Sand, 600 cubic yards	\$/cy subtotal	\$ -	\$ 43.00
		\$ -	\$ 25,800.00
Drain Rock, 400 cubic yards	\$/cy subtotal	\$ 124.00	\$ 124.50
		\$ 49,600.00	\$ -
Pit-Run Gravel, 750 cubic yards (Streets)	\$/cy subtotal	\$ 25.00	\$ 11.40
		\$ -	\$ 8,550.00
Rip-Rap Class II, 50 tons	\$/cy subtotal	\$ 125.00	\$ 200.00
		\$ 6,250.00	
Pit-Run Gravel, 3,000 cubic yards (Landfill)	\$/cy subtotal	\$ 20.00	\$ 9.40
		\$ -	\$ 28,200.00
<b>Total Winning Bid Amount</b>		<b>\$ 55,850.00</b>	<b>\$ 62,550.00</b>

**MUST PROVIDE PROOF OF LICENSING AND INSURANCE PRIOR TO NOTICE OF AWARD.**

- Dillingham Business License
- State of Alaska Business License
- Certificate of Insurance and Worker's Comp
- Proof of Commercial Insurance
- Vehicle Liability Insurance

**APPARENT LOW BIDDER IS HIGHLIGHTED IN ORANGE**

## NOTICE OF INTENT TO AWARD

**ISSUE DATE:** July 10, 2020  
**RFP NUMBER AND TITLE:** RFP 2020-02 Furnish Aggregate for FY21  
**RFP DEADLINE:** July 9, 2020 at 4:00 PM  
**BIDDERS OF RECORD INCLUDE:**

-Bristol Construction Svcs, LLC                      -JJC Enterprises, Inc.

Based on the criteria established in the Request for Proposal (RFP), the City of Dillingham hereby provides notice of its intent to award the contract to:

**JJC Enterprises, Inc. – Washed Sand; Pit-Run Gravel (Streets); Pit-Run Gravel (Landfill)**

**Bristol Construction Svcs, LLC – Drain Rock; Rip-Rap Class II**

Any bidder who believes the contract has been improperly awarded may file a protest with the City Clerk, Lori Goodell, within 5 days from the date of this notice and appear in person before the City Council according to the provision of the Dillingham Municipal Code Section 4.30.100 E. The next regularly scheduled City Council meeting will be held on August 6, 2020.

The entire Dillingham Municipal Code can be found on the City's website.

Prior to issuance of a Notice to Proceed, the successful bidder must provide the licensing and insurance documents as outlined in RFP 2020-02, to the City of Dillingham prior to C.O.B on August 3, 2020.

The successful bidder is instructed not to begin work, purchase materials, or enter into subcontracts relating to the project until both the recipient and the City have signed the contract and a Notice to Proceed has been issued. AS 36.30.365.

Sincerely,



Tod Larson  
City Manager  
(907) 842-5148