



Ketchikan Gateway Borough

1900 1st Avenue, Ketchikan, Alaska 99901 ♦ (907) 228-6625 Telephone ♦ (907) 228-6684 Fax

December 30, 2009

Mr. Don Simmons
RISE Alaska, LLC.
880 H Street, Suite 101
Anchorage, AK 99501
Via Email: dsimmons@risealaska.com

Mr. Dick Bratton
Dick Bratton Project Management LLC
1017 91st Avenue NE
Bellevue, WA 98004
Via Email: dbrattonpmlc@aol.com

Mr. Trevor Sande
R&M Engineering – Ketchikan
355 Carlanna Lake Road
Ketchikan, AK 99901
Via Email: trevorsande@rmketchikan.com

Re: Notice of Intent to Award Contract for Project Management Services for the
Ketchikan Aquatic Center

Three timely proposals were submitted for Project Management Services for the Ketchikan Aquatic Center. The three proposals, including cost data information, are available on the Borough's Website at the following URL: <<http://www.borough.ketchikan.ak.us/RFP/RFP.htm>>.

The proposals were evaluated by a six-member proposal evaluation team using the criteria and scoring method outlined in the Request for Proposals issued November 25, 2009. The six members unanimously determined that RISE Alaska, LLC is the most qualified respondent. A tabulation showing the scores given to each respondent by the proposal evaluation team is enclosed.

This constitutes notice of intent to award the contract for Project Management Services for the Ketchikan Aquatic Center to RISE Alaska, LLC at the Ketchikan Gateway Borough Assembly's regular meeting of January 18, 2010.

No later than 9 a.m., January 12, 2010, aggrieved respondents may appeal to the Ketchikan Gateway Borough Assembly: (1) the determination that RISE Alaska, LLC is the most qualified respondent; and/or (2) the proposed award of the contract to RISE Alaska, LLC.

In compliance with 4 AAC 31.065(c), the deadline above allows at least 10 days for an appeal after this notice of intent to award is issued.

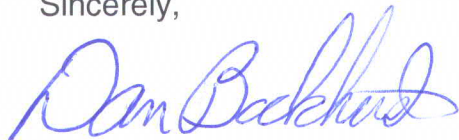
Appeals must be filed with the Ketchikan Gateway Borough Clerk. Any appeal will constitute a request for a hearing with notice to interested parties for a redetermination and final award in accordance with law.

If a timely appeal is filed, the proposed award will be suspended until the Assembly has met and issued a decision regarding the appeal. Any award which is timely protested must be confirmed by approval or rejection of the award by the Assembly after the appeal is decided.

An appeal must state which specific provision(s) of the Borough Code or other applicable law is (are) alleged to have been violated or misapplied by the proposed award.¹

Further, the appeal must state the basis for the appeal, explaining how the conduct described in the appeal establishes that an error has occurred. The appeal must also include copies of any documents or other information which the appellant believes shows that an error has been made.

Sincerely,



Dan Bockhorst
Borough Manager

Enclosure:

cc: The Honorable Mayor and Assembly Members, Ketchikan Gateway Borough
Proposal Evaluation Team
Kacie Paxton, Borough Clerk
Sam Kito, Alaska Department of Education and Early Development

¹ The Borough Code is available online at <http://216.67.0.20/weblink7/Browse.aspx>).

	R&M	RISE	DICK BRATTON
EVALUATION CRITERIA	PRT SCORE	PRT SCORE	PRTSORE
<p>Experience of the “project management team” (i.e., the project manager and each professional staff member projected to spend an equal or greater amount of time than the project manager performing project management services on this project).</p> <p>The maximum total score on this component is 20 points.</p> <p>Proposals will be measured in terms of whether each project team member has had a role similar to the one planned for the Aquatic Center project (e.g., where the project manager has previously been a project manager), for at least ten projects that meet the criteria in a) through h) below.</p>			
a). of similar cost (\$23.5 million), similar size (34,000 to 35,000 square feet), and similar complexity (e.g., aquatic centers; or expansion of existing facilities);	0.9	2.8	2.5
b). using the CM/GC Construction method;	0.4	2.0	1.6
c). involving value-engineering;	1.1	1.9	1.7
d). using life-cycle cost estimating intended to promote value in terms of asset life; operations; and maintenance and repair;	0.7	1.9	1.6
e). involving commissioning (a quality-oriented process for achieving, verifying, and documenting that the performance of facilities, systems, and assemblies meets defined objectives and criteria);	0.9	1.9	1.6
f). managing projects involving DEED funding;	0.3	1.5	1.1
g). including procurement of furnishings and moveable equipment; and	0.4	1.7	1.9
h). where timely reporting and accountability are critical and where facilitating a public involvement stakeholder management process was required.	0.9	2.0	1.9
Subtotal	5.6	15.6	13.8
<p>Character, integrity, reputation, and judgment of the firm and project team.</p> <p>The maximum total score on this component is 20 points. A maximum of 2.5 points is available for each of the criteria set out in a) through d). A maximum of 10 points is available for the element set out in e).</p> <p>The criteria in a) through d) will be measured in terms of litigation and claims against professional liability insurance, whether the firm and members of the project team (when combined) have, during the past ten years:</p>			

EVALUATION CRITERIA	PRT SCORE	PRT SCORE	PRTSCORE
a). had claims filed (past, pending, or anticipated) against errors and omissions insurance (or other professional liability insurance) any projects; (0 points for claims in more than 7.5% of projects; 5 points for claims in 5% to 7.5% of projects; 10 points for claims in less than 5% but equal to or more than 2.5% of projects; and 15 points for claims in less than 2.5% of projects).	2.2	2.5	2.5
b).had lawsuits filed (past or anticipated) alleging professional negligence or other liability in any projects same scoring system as in 2a);	2.4	2.5	2.5
c) had claims or settlements paid in Project Management contracts in which the firm or team members provided professional services (same scoring system as in 2a); and	2.1	2.4	2.4
d). had claims (made or anticipated) against performance bonds or other surety (same scoring system as in 2a).	2.4	2.5	2.4
e) This criterion involves evaluation of the respondent's philosophy, skill, and experience in avoiding and dealing with disputes, claims, and litigation (discretion is afforded to the PRT in evaluating this element; a maximum of 10 points is allowed , the score for this element will be entered in the far-right column).	7.3	9.7	7.0
Subtotal	16.4	19.5	16.7
Performance regarding budget and schedule control on prior contracts. The maximum total score on this component is 20 points. The criteria are set out in a) and b):			
a). 90% of the construction projects for which Project Management Services have been provided have been completed within budget; and	5.6	7.8	3.9
b). 90% construction projects for which Project Management Services have been provided have been completed on schedule.	6.1	7.8	3.9
Subtotal	11.7	15.6	7.8
Whether the respondent has the capacity to meet the Borough's goals set out in Section 1.2 and to complete the scope of work outlined in Section 3 of this RFP. The maximum total score on this component is 20 points. The criteria will be judged whether the respondent:			

EVALUATION CRITERIA	PRT SCORE	PRT SCORE	PRTSCORE
a). has provided a persuasive explanation in the cover letter that the firm is qualified to provide project management services;	1.1	2.4	1.9
b). has offered a credible statement the respondent firm is likely to help the Borough achieve the goals outlined in Section 1.2 of this RFP;	1.1	2.8	1.9
c). has provided a realistic proposal to have the A/E team in place for this project (selection and negotiation of contract completed) within 75 days of execution of a project management contract;	0.9	2.6	1.8
d). has provided a realistic and responsible plan to have a CM/GC Construction Contractor in place in a timely manner;	1.1	2.6	1.7
e). provided a realistic plan to meet all other elements of the project scope; and	0.9	2.6	1.7
f). has a level of contractual or other obligations for other projects such that there is a reasonable likelihood that the respondent would be able to properly perform services on the Aquatic Center project on time and within budget.	1.3	2.6	2.0
Subtotal	6.5	15.6	10.9
Project approach and ability to manage the project successfully. The maximum total score on this component is 5 points. These criteria are measured in terms of whether the respondent has provided a plan to ensure that:			
a). elected and appointed Borough officials will have adequate opportunity to review and have meaningful input in development of project documents (this is particularly critical with respect to RFPs and contracts);	0.6	1.3	1.0
b). the Borough receives weekly reporting on the status of the project, receives immediate reports in the event of significant unanticipated developments, meets with the project manager twice per month during the preconstruction phase, meets with the project manager weekly during the construction phase, and meets with the project manager immediately in the significant unanticipated developments; and	0.6	1.3	1.1
c). the Borough is kept informed and consulted in terms of critical decisions and activities (e.g., project inspections; acceptance of critical materials; changes in anticipated conditions; communications between or among the project manager, A/E contractor, and the CM/GC contractor; and proposed change orders, etc.).	0.6	1.4	1.1
Subtotal	1.9	4.0	3.2

EVALUATION CRITERIA	PRT SCORE	PRT SCORE	PRTSCORE
Familiarity with the details of the project. The maximum total score on this component is 5 points.			
a). This criterion is determined on the basis of the respondent's understanding the elements of the project	2.2	4.4	3.1
Subtotal	2.2	4.4	3.1
Cost of services. The maximum total score on this component is 10 points.			
Subtotal	0.0	3.0	8.3
Composite Score (all categories)	44.2	77.7	63.9