



Ketchikan Gateway Borough

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March 17, 2010

Mr. David Moore
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Mr. Rory Connally
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Re: Notice of Intent to Award Contract for Architect/Engineer Services for the Ketchikan Aquatic Center

Seven timely proposals were submitted for Architect/Engineer Services for the Ketchikan Aquatic Center. The seven proposals are available on the Borough's Website at www.borough.ketchikan.ak.us.

The proposals were evaluated by a five-member proposal evaluation team using the criteria and scoring method outlined in the Request for Proposals issued February 5, 2010. The five member team chose 3 firms to interview from the 7 responsive proposals. Those interviews were conducted on March 16th and March 17th. The team unanimously determined Architects Alaska Inc. as the most qualified respondent. A tabulation showing the scores given to each respondent by the proposal evaluation team is enclosed.

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This constitutes notice of intent to award the contract for Architect/Engineer Services for the Ketchikan Aquatic Center to Architects Alaska Inc. at the Ketchikan Gateway Borough Assembly's regular meeting of April 5, 2010.

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

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

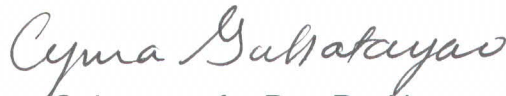
Appeals must be filed with the Ketchikan Gateway Borough Clerk. Any appeal will constitute a request for a hearing with notice to interested parties for a redetermination and final award in accordance with law.

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,



Cynna Gubatayao for 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
Don Simmons, RISE Alaska LLC, Project Manager

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