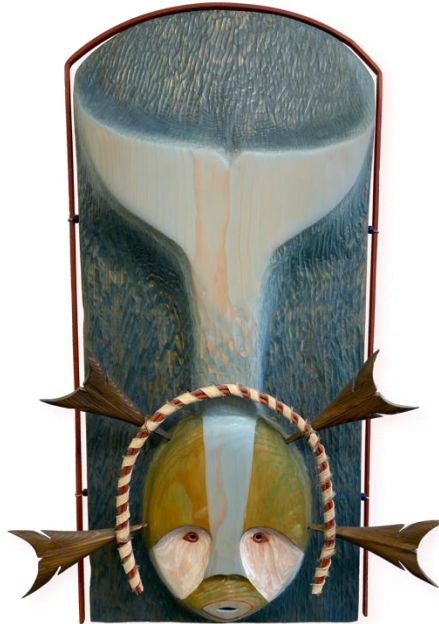


# Kodiak Island Housing Authority



## REQUEST FOR PROPOSAL RFP 25-09 FIC Electrical Upgrade

**July 2025**

Prepared By:  
Kodiak Island Housing Authority  
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## REQUEST FOR PROPOSAL

### RFP 25-09

### FIC Electrical Upgrade

Kodiak Island Housing Authority (KIHA) is soliciting proposals from qualified and licensed electrical contractors to upgrade the main electrical service at the FIC 700 building located at 2815 Woody Way. The existing 200A service must be upgraded to 400A, which will require trenching, new conduit installation, coordination with Kodiak Electric Association (KEA), and repaving. This upgrade prepares the facility for future installation of a commercial laundry and kitchen. The selected contractor will provide design coordination, all labor, materials, permitting and site restoration.

#### 1) SCOPE OF WORK

The selected contractor shall:

- a) Assess and design a compliant 400A service upgrade to replace the existing 200A system
- b) Coordinate with KEA for transformer upgrade and electrical connections
- c) Coordinate with KEA during trenching, conduit installation, and site restoration (paving, surfacing, etc.) across the parking lot to the KEA transformer
- d) Install all new panels, conductors, and equipment necessary to fully energize the 400A service
- e) Provide spare capacity for future commercial laundry and kitchen loads
- f) Comply with all codes, permits, inspections, and utility requirements
- g) Maintain clean, secure work areas and minimize disruption to tenant or building operations
- h) Restore any impacted areas to original or improved condition

#### 2) PROPOSAL REQUIREMENTS

All proposals must include the following to be considered responsive:

- a) Detailed Work Plan – Description of work approach, sequencing, timeline, and anticipated subcontractors
- b) Project Schedule – Mobilization date, work duration, and milestone timeline
- c) Price Proposal – Lump sum cost, with any allowances or optional unit pricing for contingencies clearly stated
- d) Safety Plan – If work involves physical job sites or labor
- e) Equipment List – If relevant to project delivery
- f) Company Background – Licensing, certificates, and similar past projects
- g) Proof of Insurance – General Liability and Workers' Compensation
- h) Valid Alaska Business License – Matching submitting entity
- i) Signed Non-Collusive Affidavit – Template available upon request
- j) Native Preference Documentation – If applicable, per Section 7(b)

3) EVALUATION CRITERIA

Proposals will be evaluated based on the following weighted criteria:

- a) Price – 30 pts
- b) Work Plan and Schedule – 25 pts
- c) Relevant Experience – 20 pts
- d) Safety and Risk Mitigation – 10 pts
- e) Native Preference – 15 pts

Total possible points: 100pts

4) QUESTIONS AND CLARIFICATIONS

- a) Questions are encouraged and must be sent in writing to the Procurement Department at [Procurement@KIHA.org](mailto:Procurement@KIHA.org). by August 14, 2025. Responses will be provided to all known interested parties.

5) TIMELINE

- a) RFP Issued: July 31, 2025
- b) Deadline for Questions: August 14, 2025
- c) Final Answers Posted: August 18, 2025
- d) Proposal Submission Deadline: August 21, 2025 by 4:30PM AKDT
- e) Anticipated Notice of Award: August 27, 2025

6) SUBMISSION INSTRUCTIONS

Proposals must be submitted by the deadline in one of the following ways:

- a) Hardcopy:  
Kodiak Island Housing Authority  
Attn: Procurement Department  
3137 Mill Bay Road  
Kodiak, AK 99615  
Clearly mark envelope: “RFP 25-09 – FIC Electrical Upgrade”
- b) Email:  
Send to: [procurement@kiha.org](mailto:procurement@kiha.org)  
Subject Line: “RFP 25-09 – FIC Electrical Upgrade”

\*\* It is the bidder’s responsibility to confirm submission and receipt. \*\*

\*\* KIHA will not reimburse for any costs associated with preparing a response. \*\*

7) NATIVE PREFERENCE STATEMENT

- a) American Indian/Alaska Native-owned firms and individuals are encouraged to participate. Preference in the award of this contract will be given to Indian-owned

economic enterprises and individuals in accordance with Section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e(b)). To qualify, proposals must include evidence of 51% Indian ownership and documentation of daily management and control by Indian persons.

8) ADDITIONAL COMMENTS

- a) KIHA reserves the right to accept or reject any or all proposals and to waive informalities.
- b) No proposal may be withdrawn within 90 days after the submission deadline without written consent.
- c) This solicitation does not constitute a contract, and no work shall begin until a written agreement is executed.
- d) This project is federally funded and is subject to the provisions of the Davis-Bacon Act (40 U.S.C. §§ 3141–3148). The selected contractor must comply with all applicable federal labor standards, including payment of prevailing wages to all mechanics and laborers. The applicable wage determination for Kodiak Island Borough will be included as an attachment to the final contract. Certified payrolls will be required.

