



Request for Proposal

April 2, 2018

Cartee Complex Building

**Issued By:
Anchorage Sports Association**

**Representatives:
Steve Worley, President
Stacie Meisner, Executive Director**

1. Introduction and Background

The Anchorage Sports Association is seeking proposals for renovations to the Cartee Complex Building bathrooms and storage areas.

The Anchorage Sports Association is a member-driven 501(c)3 charitable non-profit that organizes youth and adult recreational and competitive sports leagues in the city of Anchorage. Our current programs include youth fastpitch softball and volleyball, and adult slowpitch softball, volleyball, dodgeball, and basketball. We pride ourselves in providing a space where competition meets community, and we have been serving the Anchorage community since 1975.

The objective of this Request for Proposal is to select a contractor that will provide the best overall value to Anchorage Sports and our Association members. While price is a significant factor, quality of work and other criteria will form the basis of our award decision.

2. Submission Guidelines and Requirements

The following submission guidelines and requirements apply to this Request for Proposal:

1. Only qualified individuals or firms with prior experience on projects such as this should submit proposals in response to this Request for Proposal.
2. Bidders intent on submitting a proposal should so notify Anchorage Sports no later than April 12, 2018.
3. Bidders must list at least two projects that are similar to this project as part of their response, including references for each. Examples of work should be provided as well.
4. A price proposal should be included for each part of the project, so we can best choose which renovations take priority and will be completed.

3. Project Description

The purpose and description of this project is as follows:

We are looking for innovative solutions to upgrade and improve a building that is severely outdated in order to provide better bathroom facilities to our Association members. The scope below outlines the primary changes and upgrades, but we will consider other options as well that meet the needs of the project description.

4. Project Scope

Please provide a quote for each of the bulleted items:

- Install new bathroom partitions (6)
- Install bathroom doors (6)
- Repair/replace drywall
- Re-sand and stain floors
- Install changing table in Women's restroom
- Install commercial grade toilets (6)
- Install commercial grade sinks (3)
- Paint as needed

5. Evaluation Factors

Anchorage Sports will rate proposals based on the following factors, with cost being the most important factor:

1. Responsiveness to the requirements set forth in this Request for Proposal
2. Relevant past performance/experience
3. Samples of work
4. Cost, including an assessment of total cost of ownership
5. Technical expertise/experience of bidder and bidder's staff

Anchorage Sports reserves the right to award to the bidder that presents the best value to as determined solely by Anchorage Sports in its absolute discretion.