

# CITY OF CORDOVA



## **REQUEST FOR PROPOSALS RFP# PW-25-01 CORDOVA 17 MILE LANDFILL SURVEY CITY OF CORDOVA, ALASKA**

### **A. PURPOSE**

The City of Cordova requests written proposals from qualified Contractors interested in providing survey services for the approximately 60.27 acre (as shown on plat 2002-4), City of Cordova 17 Mile Landfill facility to determine facility boundaries, generate site topographic maps, identify and measure landfill features, and prepare drawings to assist with landfill expansion, modification, and closure.

### **B. SUBMITTAL PROCEDURES**

Proposals are due at 10 AM, Alaska time on February 21<sup>st</sup>. Any proposals received after 10 AM will not be considered.

For paper copy proposals, please submit one (1) copy in a sealed envelope marked, “RFP# PW-25-01 CORDOVA 17 MILE LANDFILL SURVEY” addressed to Kevin Johnson, Public Works Director, City of Cordova, P.O. Box 1210, Cordova, AK 99574.

Electronically submitted proposals will be accepted by email and sent to Kevin Johnson at [publicworks@cityofcordova.net](mailto:publicworks@cityofcordova.net). The email subject line shall read “RFP# PW-25-01 CORDOVA 17 MILE LANDFILL SURVEY,” the proposal shall be attached to the email as a PDF file.

Questions regarding this proposal and site visits can be coordinated with Kevin Johnson at [publicworks@cityofcordova.net](mailto:publicworks@cityofcordova.net) (907) 424-6220 or Aaron Muma at [refuse@cityofcordova.net](mailto:refuse@cityofcordova.net) (907) 253-5600.

The Contractor shall provide a certificate of insurance and a city business license before beginning work.

Any further information or addendums for this RFP will only be posted and available on the City website, [www.cityofcordova.net](http://www.cityofcordova.net). The Contractors must acknowledge all addendums in their proposal.

The City of Cordova reserves the right to reject any and all proposals, to waive technical or legal deficiencies, to accept any proposal that is in the best interest of the City, and to negotiate the terms and conditions of any proposal leading to acceptance and final execution of a contract for services.



If the project qualifies for the State Prevailing Wage Rates in effect 10 days before Proposal Opening, those rates shall apply to this project. The Contractor shall adhere to all pertinent Federal, State, and local codes, laws, and regulations.

## **C. SCOPE OF WORK**

The following scope of work is provided as a minimum guideline and does not include all work activities that may be required to complete the project. The Contractor will provide the necessary planning, equipment, coordination, supervision, administration, labor, and all other effort required to accomplish all items in the scope of work. The Contractor shall adhere to all pertinent Federal, State, and local codes, laws, and regulations.

The City expects the Contractor to use their expertise and ingenuity to develop a proposal to accomplish the Owner's Scope of Work. The City will consider any changes with documentation that the changes will meet the scope of work. The City will approve all changes before the start of the project.

### **Project**

1. Boundary Survey
  - a. Research historical records and deeds for the landfill property.
  - b. Perform field reconnaissance to identify existing boundary evidence.
  - c. Establish or recover property corners and boundary lines.
  - d. Set perimeter boundary markers at a maximum of every 500 feet or smaller intervals when necessary to establish boundary line between boundary corners.
2. Topographic Mapping
  - a. Conduct a detailed ground survey using GPS and total stations to capture elevation data across the site.
  - b. Utilize unmanned aerial vehicles (UAVs) for aerial photogrammetry, to supplement ground data.
  - c. Generate a digital terrain model (DTM) and contour map, with 5 foot contour intervals, to represent the sites's topography accurately.
3. Site Feature Identification
  - a. Locate and document all relevant physical features within the property, including access roads, gates, buildings, and other promenant features, as well as length and width of each cell, and cell distance from property boundary.
  - b. Locate and use differential leveling to each identified monitoring well. The monitoring wells must be surveyed vertically and horizontally. The location survey must achieve a horizontal accuracy of 1.0 feet and the elevation survey must achieve a vertical accuracy of 0.01 foot.
  - c. Integrate findings into the topographic map for a comprehensive view of the site.
4. Aerial Imagery
  - a. Collect low altitude photogrammetry data, post process and georeferenced to the horizontal and vertical datums used for this project, provide a quality report.
  - b. Provide separate copy of survey overlaid on imagery.

# CITY OF CORDOVA



## 5. Preparing Deliverables

- a. Compile and analyze all collected field data to produce accurate and detailed survey drawings.
- b. Deliver all data to the City including CAD files, PDFs, GIS Shape Files and printed plots.

### **Project Timeline**

The Project work must be completed by May 15th of 2025. Please provide a timeline for work to be done. Completion date is latest allowed, City would prefer project be completed as soon as conditions allow, but recognizes that work may not be able to be completed until snow has melted.

### **Proposal Scoring**

Please provide a lump sum price, understanding that the above scope of work is provided as a minimum guideline and does not include all work activities that may be required to complete the project.

The proposal will be graded on the values below for a possible 100 points

|   |                  |
|---|------------------|
| 1. <u>Experience with similar projects</u>                    | <u>10 Points</u> |
| 2. <u>Firm Profile and Professional Qualifications</u>        | <u>10 Points</u> |
| 3. <u>Project Understanding/Project Approach and Timeline</u> | <u>40 Points</u> |
| 4. <u>Past Performance</u>                                    | <u>10 Points</u> |
| 5. <u>Cost</u>  | <u>30 Points</u> |

### **Estimated Timeline for Award**

1/24/25 RFP is released  
2/21/25 Proposals are due  
3/5/25 City Council Approval.  
3/6/25 NTP