

SUBJECT: Award of bid number 26-098B to Nodak Electric & Construction Inc. for the contract amount of \$148,061.00 to Design and Build Roof Structure at Port MacKenzie.

AGENDA OF: March 3, 2026

ASSEMBLY ACTION: Approved under the consent agenda 03/03/26 - BJH

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To:	Signature
Purchasing Officer	X Rustin Krafft <small>Signed by: Rustin Krafft 2/18/2026</small>
Public Works Director	X Tom Adams, P.E. <small>Signed by: Tom Adams 2/18/2026</small>
Finance Director	X Cheyenne Heindel <small>Signed by: Cheyenne Heindel 2/19/2026</small>
Borough Attorney	X Nicholas Spiropoulos <small>Signed by: Nicholas Spiropoulos 2/19/2026</small>
Borough Manager	X Michael Brown <small>Signed by: Mike Brown 2/19/2026</small>
Borough Clerk	X Lonnie McKechnie <small>Signed by: Lonnie McKechnie 2/23/2026</small>

ATTACHMENT (S) : Analysis Sheet (1p)
 Scope of Work (5p)

SUMMARY STATEMENT: On December 29, 2025, the Matanuska-Susitna Borough Purchasing Division issued a solicitation requesting bids from qualified contractors to Design and Build a Roof Structure at Port MacKenzie. The Port Director has purchased a brand-new crane and this structure is to house this new piece of equipment and other sundry port equipment to protect it from the elements. Construction Services purchased will support the Public Works Department in assembly district #5.

In response to the advertisement, four bids were received. Award recommendation is being made to Nodak Electric & Construction Inc. as the lowest responsive and responsible bidder based on the Total Bid Amount.

The final completion date for this project is September 30, 2026.

In accordance with MSB 3.08.170(B), Administration requests authority to modify the resulting contract completion date by 90 days for unforeseen circumstances.

The Public Works Department, Project Management Division will be administering the contract.

RECOMMENDATION OF ADMINISTRATION: Approve the subject action memorandum.

MATANUSKA-SUSITNA BOROUGH

FISCAL NOTE

Agenda Date: March 3, 2026

SUBJECT: Award of bid number 26-098B to Nodak Electric & Construction Inc. for the contract amount of \$148,061.00 to Design and Build a Roof Structure at Port MacKenzie.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$148,061	FUNDING SOURCE Port Capital Projects
FROM ACCOUNT # 450.000.000 4xx.xxx	PROJECT# 70012
TO ACCOUNT :	PROJECT #
VERIFIED BY: <u>X</u> <u>Liese I Zanto</u> <small>Signed by: Liese I Zanto</small>	CERTIFIED BY:
DATE:	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL	148.1					
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REVENUE						
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FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	148.1					
TOTAL	148.1					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

 Recoverable Signature

X Cheyenne Heindel

APPROVED BY: _____ DATE: _____

Signed by: Cheyenne Heindel

**SCOPE OF WORK
BID 26-098B**

DESIGN AND BUILD ROOF STRUCTURE AT PORT MACKENZIE

The Matanuska-Susitna Borough (MSB) is requesting proposals from qualified Design-Build Contractors to provide full design and construction services for a relocatable Connex-supported roof structure at Port MacKenzie. The structure will be used to house a recently purchased mobile crane. The system must be designed to be dismantled and relocated to a future site north of the port.

The proposed structure will consist of two 40-foot Connex units acting as support/base elements for a prefabricated metal roof system meeting the criteria described in this RFP.

Site Location: Port MacKenzie, 28000 South Don Young Road, Wasilla, Alaska 99654

PRE-BID/SITE VISIT MEETING:

A Pre-Bid site walk through meeting will be held at the Port MacKenzie site on Tuesday, January 6, 2026, at 10:00 a.m. onsite. Attendance is encouraged but not mandatory.

PROJECT SCOPE

The project scope is to design and build a temporary Connex-supported structure with a metal roof that can be dismantled in the future and relocated north of the facility at a date to be determined. The primary structure consists of two 40-foot Connexes placed parallel, providing storage at each end and supporting a clear span roof between them. The project footprint is to be 80 feet long with a minimum 30-foot clear span between the Connexes for the roof structure. The roof peak shall be a minimum of 21 feet above finished grade. The installation location is the southwestern corner of the Port property. Because future relocation is anticipated, all components must be designed for disassembly, transport, and reinstallation.

The Contractor shall understand that this work includes but is not limited to the following:

- Design the complete structure in accordance with the spans and geometry described above.
- Design the connection of the roof structure to the Connex's
- Design the structure to resist the wind loading seen in the area
- Snow loading to be 50 Pounds per Square Foot (PSF) ground, wind load 120 miles per hour (MPH)
- International Building Code (IBC 2021, Category 1)
- Design the structure for wind uplift forces
- Provide Alaska-licensed engineered stamped drawings of the assembly
- Prepare the existing site with a minimum 3-inch compacted D-1 leveling course or as required by design.
- The Connex's are to sit on wood or concrete sleepers to support the weight
- Design hold downs as necessary to resist the uplift wind loading
- Design secure end-to-end Connex connections to ensure balance and rigidity; may include tack-welding of steel plates only if compatible with future relocation.
- Connex's to be new or like new condition and minimum 8-foot height

- Sample steel roof manufacturers: Steelmaster, Curveco, and Future Steel Buildings. Equivalent systems may be proposed with supporting documentation.

PRIOR TO CONSTRUCTION

- Meet with the MSB Project Manager for a pre-construction conference and cover the construction schedule and the site access requirements.
- Set up the Department of Labor notification of a new project and receive their project number.
- Review requirements of work performed by other trades or expectations of Port MacKenzie Operations during construction.
- Review the procedures when there are ships alongside the dock.
- Review proposed measures for protection of personnel and property, environmental protection, dust control, and general site requirements. Identify proposed locations for barriers or temporary protections at this site, which is located near the main port building access road.
- Discuss work hours, days and coordinate any large deliveries.
- Discuss the Submittal Schedule and timing of submission and approvals to not impact ordering, delivery, and project execution.

GENERAL

Upon receiving a Notice-to-Proceed (NTP) from MSB, the Contractor shall commence authorized services and billable expenses only as stipulated. Subcontractors involved in the project must be named and supervised directly by the Contractor. The NTP will include a schedule of values for project invoicing, to be submitted to the assigned MSB Project Manager.

All coordination and correspondence shall be conducted through the authorized MSB Project Manager. The Contractor shall maintain a detailed schedule outlining tasks and milestones, which will serve as the basis for monitoring progress and performance.

BILLING

Monthly billings must align with the NTP schedule of values (SOV) and should not exceed authorized amounts. Each billing report must include complete details as required by the MSB Project Manager.

- After Award, the Contractor will obtain a Department of Labor (DOL) number for certified payroll.
- The Contractor will provide a Schedule of Values for billing purposes and tracking of installed work for payment. Invoices will need to have prior certified payroll for the period billed. All invoices are to be sent to the MSB assigned Project Manager for processing.

PROJECT MANAGEMENT

The Contractor shall provide comprehensive project management services for quality control and administration of the work. This includes bi-weekly progress meetings.

The Contractor shall manage its team and project activities in accordance with Borough directives, maintaining schedule adherence, budget compliance, and proactive issue resolution. Regular updates shall be provided to the MSB Project Manager.

Regular bi-weekly status meetings with MSB staff will be conducted, and meeting minutes will be distributed for approval after each session. Meetings will be scheduled at times and locations that are convenient for the Contractor and the MSB Staff. Meetings shall be held at key project milestones and shall include but are not limited to:

- Pre-Construction
- Periodic Meetings (Bi-Weekly)
- Substantial Completion and Final Completion of the work.

The Contractor shall assign a Project Lead of Field Superintendent for the project who will interface with the MSB Project Manager. This Lead will be responsible for the administration of the work, progress meetings, monthly invoices, RFIs, Submittals, interaction with Port facility representatives and for quality control. Additionally, the Contractor will assign a Field Superintendent who will supervise the day-to-day construction activities on site. The Superintendent is responsible for executing the work safely and efficiently and will also interface with the MSB Project Manager on a regular basis.

PRE-CONSTRUCTION MEETING AFTER AWARD

Prior to construction commencement, the following deliverables must be submitted and discussed at the Pre-Construction Meeting:

- Schedule of Values
- Project Schedule with construction portion fully developed.
- A list of subcontractors for this project

The Borough Project Manager will arrange a Pre-Construction Meeting with the Contractor. The Meeting Agenda will include the following at a minimum:

- Correspondence procedures
- Jobsite Safety
- Roles and responsibilities
- Lines of Communication
- Progress Payments, billing
- Submittal Process
- Material Procurement Plan (Lead times, suppliers, delivery schedules)
- Construction Schedule
- Work Hours
- Site Security
- Submittals
- Quality Control Plan
- Signage and barriers

- Building access
- Inspection hold points
- Jobsite housekeeping
- Substantial Completion
- Final Completion
- Closeout

DELIVERY, STORAGE, AND HANDLING

The Contractor is responsible for the storage and security of all materials and equipment until project acceptance by the MSB Project Manager. Materials may be pre-staged on the property at the Contractor's own risk. The MSB Project Manager must be promptly notified of any material shortages or issues that could potentially lead to delays.

CONSTRUCTION

The Contractor is responsible for providing resources to complete this project without any adjustment to the original contract amount. The Contractor is required to acquire all permits prior to construction.

Construction activities are limited to the hours of 7:00 AM and 7:00 PM on weekdays and from 8:00 AM to 6:00 PM on weekends. The Contractor must request any work hours outside of these times with 24 hours notice to the PM or facility representative. Extended work hours are at the Contractor's expense.

Maintaining accurate record drawings is essential. The Contractor shall clearly annotate changes to reflect actual conditions. Upon Final Completion, the Contractor shall collaborate with the design team to produce official record drawings, including all modifications. Record drawings shall be provided in a searchable PDF format.

Construction photos documenting site preparation, Connex placement, roof installation, and final conditions shall be uploaded to the Borough's shared file system.

Record drawings (As-Builts) must be submitted within 20 days of Substantial Completion. The MSB Project Manager will conduct a walk-through to verify accuracy.

Upon notification of Substantial Completion, the Contractor must request a pre-final inspection. The MSB Project Manager will identify any outstanding items preventing Substantial Completion.

Following inspection, a Punch List will be issued. The Contractor shall correct deficiencies within the agreed time frame and within the contract time.

PROJECT SITE CONDITIONS AND CLEAN-UP

The Contractor shall clean and secure the site daily. The facility and grounds shall be free of equipment, debris, packaging, and waste materials prior to Substantial Completion.

QUALITY CONTROL

The quality of all work shall be the responsibility of the Contractor. Inspect and test all work as needed to ensure that the quality of materials, workmanship, construction, finish, and functional performance is in compliance with applicable specifications and drawings they develop on this Design-Build project.

PERMITTING

The Contractor is responsible for identifying and securing all necessary permits for this project, if necessary. They shall obtain and cover the costs of all permits. It is the Contractor's responsibility to comply with all permitting requirements and ensure the completion of all necessary documentation and reporting.

UTILITIES

The contractor is responsible for any coordination of temporary utility isolations and / or outages. (MEA, MTA, GCI, ENSTAR).

TURNOVER

The Contractor will schedule a time and date to do a planned turnover with MSB and the facility personnel. This is part of the Final Completion Process.

WARRANTY

The Contractor shall warrant all work, materials, and components to be free of defects for a period of one year from the date the facility is accepted by the Owner. At a minimum a one-year warranty inspection is required, and a warranty statement should be included in the bid.

PROJECT CLOSEOUT

Final payment will be released after all work is completed and the Record Drawings, Warranty, Certified Payroll, DOL Notice of Completion, Consent of Surety, Receipt of the Contractor’s Release with no exceptions, and final pay application have been received.

PROJECT SCHEDULE

Time is of the essence. The Contractor must meet the construction substantial, final, and closeout dates listed below.

The proposed project schedule is:

<u>Milestone</u>	<u>Completion Date</u>
Invitation to Bid (ITB)	Published December 29, 2025
Site Visit	January 6, 2026
Bids due	January 19, 2026
Estimated Notice to Proceed (NTP)	February 19, 2026
Construction	May 15, 2026, to September 15, 2026
Substantial Completion	September 1, 2026
Final Completion	September 30, 2026
One-Year Warranty Inspection	September 30, 2027

BUDGET

The MSB estimates these services to be less than \$100,000.00.

**DETAILED BID TABULATION: 26-098B
DESIGN AND BUILD ROOF STRUCTURE AT PORT MACKENZIE**

bid schedule title				BIDDERS			
				Nodak Electric & Constr.	Pro Built, LLC	Olgoonik Construction	Alward Construction
Item Number	Pay Item Description	Pay Unit	Estimated Quantity	TOTAL BID AMOUNT	TOTAL BID AMOUNT	TOTAL BID AMOUNT	TOTAL BID AMOUNT
1	Provide full design and construction services for a relocatable Connex-supported roof structure at Port MacKenzie in accordance with the bid documents.	LUMP SUM	BID AMOUNT	\$148,061.00	\$157,190.00	\$185,901.00	\$260,492.00