

SUBJECT: Award of bid number 26-142B to AK Clearwater Mechanical LLC for the contract amount of \$123,441.00 to Colony Middle School Boiler Pump Upgrades.

AGENDA OF: May 5, 2026

ASSEMBLY ACTION:

Approved under the consent agenda 05/05/26 - EMW

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To:	Signature
Purchasing Director	4/21/2026 X Rustin Krafft Signed by: Rustin Krafft
Public Works Director	4/22/2026 X Tom Adams, P.E. Signed by: Tom Adams
Finance Director	4/24/2026 X Cheyenne Heindel Signed by: Cheyenne Heindel
Borough Attorney	4/24/2026 X Nicholas Spiropoulos Signed by: Nicholas Spiropoulos
Borough Manager	4/24/2026 X Michael Brown Signed by: Mike Brown
Borough Clerk	4/24/2026 X Lonnie McKee Signed by: Lonnie McKee

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

SUMMARY STATEMENT: On March 26, 2026, the Matanuska-Susitna Borough Purchasing Division issued a solicitation requesting bids from qualified contractors to upgrade the Colony Middle School Boiler Pumps. The existing boiler pumps were placed into service in 1985 and have become increasingly difficult to maintain, are prone to failure with parts becoming hard to find. With a life expectancy of 15-20 years, these upgrades will ensure reliable heating and operational efficiency for years to come.

Construction Services purchased will support the Public Works Department in assembly district #2.

In response to the advertisement, two bids were received. Award recommendation is being made to AK Clearwater Mechanical, LLC as the lowest responsive and responsible bidder based on Total Bid Amount.

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

In accordance with MSB 3.08.170(B), Administration requests authority to modify the resulting contract completion date by 120 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: May 5, 2026

SUBJECT: Award of bid number 26-142B to Clearwater Mechanical, LLC for the contract amount of \$123,441.00 to Colony Middle School Boiler Pump Upgrades.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$123,441	FUNDING SOURCE School Capital Projects
FROM ACCOUNT # 400.000.000 4xx.xxx	PROJECT# 40207-1800-1807
TO ACCOUNT :	PROJECT #
VERIFIED BY: X <u>L i e s e l Z a n t o</u> S i g n e d b y : L i e s e l Z a n t o	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	123.4					
---------	-------	--	--	--	--	--

REVENUE						
---------	--	--	--	--	--	--

FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	123.4					
TOTAL	123.4					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____



Recoverable Signature

X C h e y e n n e H e i n d e lAPPROVED BY: _____ DATE: _____
S i g n e d b y : C h e y e n n e H e i n d e l



MATANUSKA-SUSITNA BOROUGH PURCHASING DIVISION

BID OPENING PRELIMINARY RESULTS

26-142B Colony Middle School Boiler Pump Upgrades

BIDDER		AK Clearwater Mechanical, LLC	KLEBS Mechanical	
Signed Bid Form		☒ Yes ☐ No	☒ Yes ☐ No	☐ Yes ☐ No
Receipt of Addendum – 1		☒ Yes ☐ No	☒ Yes ☐ No	☐ Yes ☐ No
Bid Guarantee		☒ Yes ☐ No	☒ Yes ☐ No	☐ Yes ☐ No ☐ NA
BID ITEM	DESCRIPTION	BID AMOUNT	BID AMOUNT	BID AMOUNT
1.	Total Bid Amount	\$123,441.00	\$175,000.00	\$

BIDDER				
Signed Bid Form		☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
Receipt of Addendum – 1		☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
Bid Guarantee		☐ Yes ☐ No ☐ NA	☐ Yes ☐ No ☐ NA	☐ Yes ☐ No ☐ NA
BID ITEM	DESCRIPTION	BID AMOUNT	BID AMOUNT	BID AMOUNT
1.	Total Bid Amount	\$	\$	\$

RECOMMENDATION: ALL BIDS ARE TAKEN UNDER ADVISEMENT

Wednesday, April 15, 2026
DATE

Rustin M. Krafft
Digitally signed by Rustin M. Krafft
Date: 2026.04.15 12:31:31 -08'00'
PURCHASING OFFICER

Gina Bradley
Digitally signed by Gina Bradley
Date: 2026.04.15 12:35:38 -08'00'
PURCHASING REPRESENTATIVE

D. Silva
Digitally signed by Dustin Silva
Date: 2026.04.15 12:34:16 -08'00'
PURCHASING REP./WITNESS

Am 26-046

SCOPE OF WORK
BID 26-142B
COLONY MIDDLE SCHOOL BOILER PUMP UPGRADES

The Matanuska-Susitna Borough (MSB) requests professional Mechanical & Plumbing Contractors to upgrade the Colony Middle School boiler pumps at 9250 E Bogard Rd, Palmer, Alaska. The existing boiler pumps are outdated, reaching the end of their life expectancy, and hard to find parts for. Upgrades will ensure reliable heating and operational efficiency.

ADMINISTRATIVE REQUIREMENTS

GENERAL

The Contractor shall provide services as identified and authorized by a sequentially numbered Notice-to-Proceed (NTP) issued by the MSB. Contractor shall not perform services or incur billable expenses except as authorized by an NTP.

The Contractor shall name individuals for whom all services must be performed by, or under the direct supervision of.

All coordination and correspondence for the project shall be handled through or with the concurrence of the MSB Project Manager.

Contractors are required to maintain a schedule detailing project tasks and milestones. This schedule will show the sequence and duration of construction tasks and will be used to measure performance and progress.

The MSB will use project management software Projectmates. The Contractor will be responsible for coordinating aspects of the project with the MSB PM (Project Manager). This includes, but is not limited to, providing schedule updates, product submittals, applications for payment and submitting project deliverables for input into Projectmates.

BILLING

The Contractor shall provide a schedule of values to be approved by the MSB Project Manager. The Contractor shall provide a typical report with each monthly billing for months in which services are performed. Billings will be submitted no later than the 15th of each month. Billings shall align with the authorized NTP and may not exceed approved amounts.

The report shall include:

- Name and address of the firm
- Statement number
- Date of invoice
- Period covered by the invoice
- Project name and number
- Purchase order number
- Schedule of Values
 - Contract amount or upper limit
 - Previous accumulative amount
 - Current amount billing
 - Total accumulative amount

- Percent complete
- For supplemental agreements, the invoice must show the current supplemental agreement and the revised Contract amount or upper limit.
- Summary of work effort performed for each task during the period covered by the invoice.
- Planned work for the next billing period.
- Final billings must be clearly marked as "FINAL."

Any delayed costs from previous billing periods included in the current billing must be explained in the report.

DOCUMENTS

The Contractor shall use the latest MSB standard bid forms. These documents are available as Word documents on the Public Works Department webpage.

<https://matsugov.us/public-works/dcs>

PROJECT MEETING

Kickoff and Notice to Proceed (NTP)

After the contract award, the MSB Project Manager will arrange a kickoff meeting with the Contractor. The meeting agenda will include at a minimum:

- Review and emphasize the Borough's needs and objectives.
- Submittals during construction
- Project site available to the Contractor
- Access requirements
- Contractor SPOC (Single Point of Contact) - name, email, and phone number
- Payment
- Schedule of Values (required prior to NTP)
- Construction Schedule (required prior to NTP)
- Dept. of Labor Notice of Work (required prior to NTP for work over \$25,000)

Periodic Meeting

Periodic construction progress meetings will be held, at a minimum, once every two weeks unless otherwise approved by the MSB Project Manager. The Contractor shall provide meeting notes summarizing meeting discussions to the MSB within 7 calendar days of the meetings.

Pre-Construction

The following deliverables shall be submitted at least one week before the Pre-Construction Meeting.

- Project Schedule with construction portion fully developed.
- A list of subcontractors for this project
- Safety Plan
- Quality Control Plan
-

Before construction starts, the Contractor will arrange a Pre-Construction Meeting with the Borough. The Meeting Agenda will include the following at a minimum:

- Correspondence procedures
- Jobsite Safety
- Roles and responsibilities
- Lines of Communication
- Progress Payments

- Submittal Process
- Construction Schedule
- Work Hours

SCOPE OF SERVICES

PRE-BID

Site Visitation: The MSB will host a site visit to give potential bidders the opportunity to verify existing conditions and the work's nature. Any discrepancies between site conditions and specifications must be reported in writing prior to bid. The Borough will not be responsible for discrepancies not reported. The project site will be shown to interested parties at a date and time to be announced. Any questions will be answered in an addendum.

PROJECT NARRATIVE

- All work shall comply with the attached design drawings and specifications. (See Attachment #1) The contractor is responsible for all demolition and installation noted on the design.
- The contractor must note all work being performed by the Matanuska-Susitna Borough School District (MSBSD). Any questions regarding the MSBSD scope of work must be directed to the MSB Purchasing Department pre-bid and will be answered via an addendum.
- Upon completion of installation, the contractor must work with the MSB PM to schedule, function test and commission all installed equipment.
 - System Check: the Contractor shall notify the MSB Project Manager to schedule a final check for all new equipment and demonstrate the sequence of operations.
 - provide functional test of the pumps both remote and manually
 - Prove drives function on demand
 - Verify functioning DDC alarms (Siemens monitoring)
 - Verify valves modulate as designed
 - Provide signage showing flow direction and label all new equipment
 - Provide critical spare list and part numbers to include PM recommendations
 - Provide O&M Manuals
 - O&M manuals must be a combined, indexed document showing mfg., model, and warranty service provider for all items
 - Provide electronic PDF copy
 - Provide 3 sets of hard copies in 3-ring binders

CONSTRUCTION

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

The Contractor shall coordinate all construction work with MSB Project Manager and on-site staff.

Complete work between 7 AM and 7 PM.

Notify the MSB Project Manager that the project is substantially complete and request a pre-final inspection. Upon receipt of notification that the project is substantially complete, the MSB Project Manager will proceed with an inspection or will advise the Contractor of items that prevent the project from being designated as substantially complete.

When work is determined to be substantially complete, the MSB Project Manager will prepare a list of deficiencies ("Punch List") to be corrected before final acceptance.

If following final inspection, the work is determined to be substantially complete, the MSB Project Manager will prepare a list of deficiencies to be corrected before final acceptance. The Contractor shall complete the work described on the list of deficiencies within 30 calendar days, as the weather permits. If the Contractor fails to complete the work within this period, the Borough may replace or correct the work with an appropriate reduction in the contract price.

Delivery and Storage

Contractors shall provide their own tools & supplies. Tools may be stored on site at the contractors' risk.

PRODUCTS

Refer to design document sheet specs. (See Attachment #1: Colony Middle School Pumps Design & Specifications). Any items not specified must meet the 2024-2025 School Facility Design Criteria Manual (Attachment #2: 2024-2025 School Facility Design Criteria Manual).

Site Conditions

- Contractor will be provided keys for access (if applicable)
- The Contractor will be responsible for removing all construction debris from jobsite. MSB Dumpsters cannot be used.
- Contractor must provide a portable bathroom during construction.
- Contractor must provide signs & barricades around the work area and maintain a neat & clean job site eliminating hazards to the public.
- Contractor shall coordinate work so as not to interfere with daily activities at the project location.

CODE REQUIREMENTS

All work shall comply with the current applicable code requirements of the IBC, IMC, NEC, UPC, IFC and current State of Alaska Amendments as implied by the type of construction and building use. Any omissions in the work scope to meet current code requirements shall be the responsibility of the Contractor to correct at their cost.

QUALITY CONTROL

The quality of all work shall be the responsibility of the Contractor.

WARRANTY

The Contractor shall warrant all work, materials, and components to be free of defects for one year from the project completion accepted by the Owner.

PROJECT CLOSEOUT

Final payment will be released after the 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

All work must be completed during the school closure during the summer of 2026. Any long-lead materials that might impact the final completion date must be addressed to the MSB Project Manager prior to work starting.

- Project Start (School Closed) May 20, 2026
- Project Substantial Completion (School Open) August 14, 2026
- Final Completion October 30, 2026

BUDGET

The MSB estimates these services to be less than \$150,000