

SUBJECT: Award of Bid No. 27-006B to Frawner Corporation for the contract amount of \$455,000.00 to repair the nutritional services steam system.

AGENDA OF: August 18, 2026

ASSEMBLY ACTION:

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To:	Signature
Purchasing Director	8/3/2026 X D u s t i n S i l v a Signed by: Dustin Silva
Public Works Director	8/3/2026 X T o m A d a m s , P E Signed by: Tom Adams
Finance Director	8/4/2026 X C h e y e n n e H e i n d e l Signed by: Cheyenne Heindel
Borough Attorney	8/4/2026 X N i c h o l a s S p i r o p o u l o s Signed by: Nicholas Spiropoulos
Borough Manager	8/4/2026 X M i c h a e l B r o w n Signed by: Mike Brown
Borough Clerk	8/4/2026 X L M c K e c h n i e Signed by: Lonnie McKechnie

Fiscal Note (1 pp)

ATTACHMENT (S): Analysis Sheet (1 pp)

Scope of Work (6 pp)

SUMMARY STATEMENT: On June 26, 2026, the Matanuska-Susitna Borough Purchasing Division issued an Invitation to Bid seeking qualified contractors to repair and restore the steam distribution system at the MSBSD Nutritional Services Facility. The steam system has been out of service for approximately two years, requiring staff to rely on temporary workarounds and limiting operational efficiency. This project will replace critical steam and condensate system components, restoring full functionality to food preparation equipment, improving operational efficiency, and supporting the return to standardized food production processes. The repairs will help reduce maintenance challenges and operational disruptions associated with the aging system while improving the reliability of meal production services. Restoring the steam system will also maximize the functionality of existing facility assets and help ensure the Nutrition Services Facility can efficiently support

school meal programs throughout the Borough. Construction Services purchased will support the Public Works Department in assembly district #2.

In response to the advertisement, three bids were received. Award recommendation is being made to Frawner Corporation as the lowest responsive and responsible bidder based on Total Bid Amount (Base Bid, Alternate Bid 1 & 2).

The final completion date for this project is September 10, 2027.

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: August 18, 2026

SUBJECT: Award of Bid No. 27-006B to Frawner Corporation for the contract amount of \$455,000.00 to repair the nutritional services steam system.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$455,000	FUNDING SOURCE School Capital Projects
FROM ACCOUNT # 400.000.000 4xx.xxx	PROJECT# 40207-1800-1810/1813
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	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL	455.0					
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	455.0					
TOTAL	455.0					

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 l

APPROVED BY: _____ DATE: _____

Signed by: C h e y e n n e H e i n d e l



MATANUSKA-SUSITNA BOROUGH PURCHASING DIVISION

BID OPENING PRELIMINARY RESULTS

27-006B MSBSD Nutritional Services Steam System Repair

BIDDER		Frawner Corporation	KLEBS Mechanical	JGH Plumbing Heating
Signed Bid Form		☒ Yes ☐ No	☒ Yes ☐ No	☒ Yes ☐ No
Receipt of Addendum – 1, 2		☒ Yes ☐ No	☒ Yes ☐ No	☒ Yes ☐ No
Bid Guarantee		☒ Yes ☐ No	☒ Yes ☐ No	☒ Yes ☐ No
BID ITEM	DESCRIPTION	BID AMOUNT	BID AMOUNT	BID AMOUNT
1.	Total Base Bid	\$312,500.00	\$490,980.00	\$384,231.00
2.	Alternate #1	\$107,500.00	\$159,100.00	\$64,116.00
3.	Alternate #2	\$35,000.00	\$104,800.00	\$44,452.00

RECOMMENDATION: ALL BIDS ARE TAKEN UNDER ADVISEMENT

Friday, July 31, 2026

DATE

PURCHASING OFFICER

PURCHASING REPRESENTATIVE

PURCHASING REP./WITNESS

**SCOPE OF WORK
BID 27-006B**

MSBSD NUTRITIONAL SERVICES STEAM SYSTEM REPAIR

General

Issuing Entity: The Matanuska-Susitna Borough (MSB) is requesting bids from qualified contractors to provide all labor, equipment, materials, supervision, and incidentals necessary for the construction of Nutrition Services Facility Steam System Repairs located at 690 Cope Industrial Way, Palmer, Alaska 99645.

Contract Documents: The Work shall be performed in accordance with the Contract Documents, which include this ITB and Scope of Work, the General Conditions and any Special Conditions, the Drawings and Specifications, and any addenda issued by the Borough. This Scope of Work contains project specific requirements.

Project Description

Background: The Matanuska-Susitna Borough is requesting bids from qualified contractors to provide steam system re-piping to support stainless steel food preparation equipment at an existing facility. The work includes demolition and replacement of steam and condensate piping, valves, and steam traps, with bid alternates for replacement of the flash recovery vessel and condensate receiver system and for stainless steel piping in the mechanical room. The project requires coordination within an active facility, verification of existing conditions, and compliance with permitting requirements through the City of Palmer and other authorities having jurisdiction.

Project Schedule

The Contractor shall plan and execute the Work to meet the following key milestones:

Milestone	Target Date
Substantial Completion	August 7, 2027
Final Completion	September 10, 2027

Work Shall occur over summer break (May 25, 2027 – August 10, 2027).

Substantial Completion is defined as the stage at which the Work is sufficiently complete, in accordance with the Contract Documents, so that the Borough can occupy or utilize the facility (equipment) for its intended use. Final Completion is defined as the stage at which all Work, including punch list items, is complete; all systems and components are fully operational and compliant; and all closeout submittals required herein have been accepted by the Borough.

SCOPE OF WORK

Project Scope

The Contractor shall provide all labor, equipment, materials, supervision, and incidentals necessary to complete the following Work which includes but is not limited to:

- Perform all work in accordance with the project documents; Engineered designed plans and specifications
- Work includes, but is not limited to, demolition, electrical, mechanical, steam piping and controls, welding, and acoustic ceilings.
- Provide all required connections and ensure compliance with all applicable codes, standards, and regulations.

- Integrate the new steam system with existing building systems and kitchen equipment to ensure proper operation.
- Commission the complete steam piping system, including system balancing for optimal performance.
- Provide a complete commissioning report to the Borough Project Manager and School District Facilities Maintenance prior to contract closeout
- Site restoration and final clean-up.
- **Bid Structure:**
 - **Base Bid:**
Demolition and replacement of steam and condensate distribution piping, valves, and steam traps.
 - **Bid Alternate No. 1:**
Demolition and replacement of flash recovery vessel (FRV-1) and condensate receiver system with duplex pumps (CR-1).
 - **Bid Alternate No. 2:**
Provide new steam and condensate piping in the mechanical room constructed of stainless steel in lieu of Schedule 80 black steel as specified in the Base Bid.

Hours of Work

Unless otherwise approved in writing by the Borough Project Manager, work shall be performed between 7:00 AM and 7:00 PM, Monday through Friday, excluding Borough observed holidays.

Coordination with Other Contracts

The Contractor shall coordinate the Work with other contractors, utilities, and Borough personnel as required.

PRICE AND PAYMENT PROCEDURES

Schedule of Values

Within fourteen (14) calendar days of Notice to Proceed, the Contractor shall submit a Schedule of Values (SOV) for review and approval by the Borough Project Manager. The SOV shall:

- Allocate the entire Contract Sum among the various portions of the Work.
- Be supported by data sufficient to substantiate its accuracy.
- Include a separate Closeout Pay Item of not less than five percent (5%) of the Contract Sum, payable only after acceptance of all closeout submittals.

Progress Payments

The Contractor may submit a Pay Application no more frequently than once per calendar month, based on the percentage of Work completed against the approved Schedule of Values.

Each Pay Application shall be accompanied by certified payroll records as required by AS 36.05 (Alaska Wages and Hours Act) for all Work subject to prevailing wage.

Invoice Requirements

Each invoice shall include, at minimum:

- Project name and ITB number.
- Borough Purchase Order (PO) number.
- Contractor name, address, and remittance information.
- Invoice number and invoice date.
- Billing period covered.
- Approved Schedule of Values with current and previous billing amounts and percent complete by line item.
- Total contract amount, total billed to date, and balance to complete.
- Brief narrative summary of work effort during the billing period.

- Certification of payment to subcontractors and suppliers for the previous payment period.

Closeout Pay Item and Final Payment

Final payment of the Closeout Pay Item shall be released only after all the following have been completed:

- All closeout submittals required by Section 01 78 00 have been delivered and accepted by the Borough.
- All punch list items have been verified complete by the Borough Project Manager.
- Final Completion has been declared in writing by the Borough Project Manager.
- The Contractor has executed and delivered a notarized Contractor's Release and Affidavit of Payment of Debts and Claims, as required by the General Conditions.
- Where applicable, a Consent of Surety to Final Payment.

CONTRACT MODIFICATIONS

General

All modifications to the scope, price, or time of this Contract shall be made in accordance with the General Conditions.

ADMINISTRATIVE REQUIREMENTS

Project Management and Coordination

Single Point of Contact (SPOC): The Contractor shall designate, in writing, a Single Point of Contact (SPOC) who shall be authorized to act on behalf of the Contractor in all matters relating to this Contract. The SPOC shall be available during normal business hours and reachable by phone and email.

Project Management

The Contractor shall provide project management for the Work, including planning, coordination, scheduling, and administration, and shall coordinate all subcontractors, suppliers, and related activities. All Work shall comply with the Contract Documents and maintain the project schedule.

Projectmates – Official Project Management System

All project documentation including submittals, RFIs, daily reports, meeting minutes, and closeout documents shall be transmitted, to the Borough Project Manager to be stored in Projectmates

Notice to Proceed (NTP)

The Contractor shall not perform services or incur billable expenses until a written Notice to Proceed (NTP) is issued by the Borough Project Manager.

Department of Labor (DOL) Filing

For projects with a contract value of \$25,000 or more (or as required by DOL), the Contractor shall file an Alaska Department of Labor and Workforce Development Notice of Work, at the Contractor's expense, no later than five (5) calendar days before the start of construction. The Contractor shall provide a copy of the filed Notice and DOL confirmation to the Borough Project Manager.

Project Meetings

Pre-Construction Conference

Prior to the start of Work, the Contractor shall attend a pre-construction conference with the Borough Project Manager and key project stakeholders. Topics shall include schedule, submittal procedures, payment procedures, safety, site logistics, and lines of communication.

Periodic Progress Meetings

Progress meetings shall be held at the project site or via teleconference at intervals established at the pre-construction conference. The Contractor shall produce and distribute meeting minutes within seven (7) calendar days of each meeting.

Pre-Final Inspection Meeting

Upon the Contractor's notification of Substantial Completion, a pre-final inspection meeting shall be held on site to develop the punch list.

Construction Progress Documentation

The Contractor shall develop, maintain, and update a project schedule that identifies all major activities, milestones, sequencing, and durations necessary to complete the Work. The schedule shall be submitted to the MSB Project Manager for review and shall serve as the basis for monitoring project progress and performance. The Contractor shall update the schedule at regular intervals, or as directed, to reflect actual progress and any changes to the Work.

The Contractor shall provide brief written progress updates at intervals directed by the MSB Project Manager, summarizing work completed, work in progress, and planned upcoming activities. Updates shall identify any issues affecting schedule, cost, or coordination, along with proposed corrective actions.

Submittal Procedures

The Contractor shall maintain a Submittal Register listing all required shop drawings, product data, samples, certifications, and other submittals. The Borough Project Manager will provide review comments within fourteen (14) calendar days of receipt of a complete submittal.

An electronic copy (PDF) of all submittals shall be delivered to the Borough Project Manager.

QUALITY REQUIREMENTS

Codes and Standards

In addition to the laws, ordinances, and regulations referenced in the General Conditions, all Work shall comply with the following codes and standards in effect at the time of bid:

- International Building Code (IBC), as adopted by the State of Alaska.
- International Existing Building Code (IEBC)
- National Electrical Code (NEC).
- Uniform Plumbing Code (UPC).
- International Mechanical Code (IMC).
- International Fire Code (IFC).
- Any other project specific codes referenced in the design and specifications.

Permits and Plan Review

The Contractor shall obtain and maintain all permits, licenses, and approvals required for the Work and is required to verify all required permits:

- The City of Palmer permitting process has been initiated by the Borough to expedite plan review. The Contractor shall be responsible for all associated permit fees. A permit fee estimator is available on the City of Palmer website and is based on the bid amount for the work.

Field Verification

The Contractor is responsible for field verification of all existing conditions, dimensions, and utilities prior to the start of construction and prior to the fabrication or ordering of any materials. The Contractor shall promptly notify the Borough Project Manager in writing of any conditions that differ from those shown in the Contract Documents.

Special Inspections and Third-Party Quality Control

The Contractor shall coordinate access and provide reasonable assistance to the Project Manager or their inspector.

PRODUCT REQUIREMENTS

Material Quality

All materials and products incorporated into the Work shall be new, of the quality specified, and free of defects, unless otherwise approved in writing by the Borough Project Manager.

Delivery, Storage, and Handling

The Contractor shall be responsible for the safe and secure delivery, storage, and handling of all materials, equipment, and tools at the project site. The Borough shall not be responsible for loss, theft, or damage to Contractor materials or equipment.

Materials shall be stored in a manner that protects them from weather, damage, and contamination, and that does not interfere with Borough operations or public access.

EXECUTION AND CLOSEOUT REQUIREMENTS

Execution

The Contractor shall execute the Work in a manner consistent with industry standards and in compliance with the Contract Documents. The Contractor is responsible for all means, methods, techniques, sequences, and procedures of construction, and for the safety of the work site.

Cleaning and Waste Management

The Contractor shall maintain the project site, building, and surrounding areas in a clean and orderly condition throughout construction. At the end of each work day, all debris, packaging, and waste shall be removed from work areas. Final cleaning shall be performed prior to Substantial Completion.

All construction waste shall be lawfully disposed of by the Contractor at the Contractor's expense.

CLOSEOUT SUBMITTALS

Submittal Format

All closeout documentation shall be submitted in electronic PDF format. Electronic copies shall be uploaded to Projectmates.

Required Closeout Submittals

The Contractor shall deliver the following closeout submittals prior to release of final payment:

Item	Description
Record Drawings (As-Builts)	Marked-up drawings reflecting the actual installed conditions of all Work, including any field changes.
Operations & Maintenance Manuals	O&M manuals for all installed equipment, systems, and finishes, organized by CSI division and indexed.
Manufacturer Warranties	Original manufacturer warranty documents for all installed products requiring warranty coverage.
Test, Inspection, and Commissioning Reports	All third-party test reports, special inspection reports, and commissioning reports (if applicable).
Permit Closeout	Copies of all final inspection sign-offs and permit closeout documentation.
Keys, Access Cards, and Codes	All keys, access cards, codes, and combinations transferred to the Borough.

Spare Items and Parts	Spare parts, replacement materials, and other items as specified.
Contractor Warranty	Written warranty per Section 01 78 36.
Alaska DOL Notice of Completion	Filed and stamped Notice of Completion from the Alaska Department of Labor.
Certificate of Authority	Signature authority if Corporation
Lien Releases	Final, unconditional lien releases from the Contractor and from all subcontractors and material suppliers.
Affidavit of Payments	Contractor's release and affidavit of payments of debts and claims

WARRANTIES

Contractor Warranty

The Contractor shall provide warranty for all Work, materials, and components in accordance with the General Conditions, for a minimum period of one (1) year from the date of Final Completion accepted by the Borough. During the warranty period the Contractor shall, at no additional cost to the Borough, promptly correct any defects or failures in materials or workmanship and any incidental damage to other Work caused by such defects.

Manufacturer Warranties

The Contractor shall transfer to the Borough all manufacturer warranties for installed equipment, products, and systems. Manufacturer warranty periods longer than one (1) year shall remain in effect for their full term and run concurrently with, and in addition to, the Contractor's warranty.

DEMONSTRATION AND TRAINING

Training Requirements

The Contractor shall provide on-site demonstration and training of all newly installed systems and equipment to designated Borough and School District personnel prior to Substantial Completion.

- Training shall be conducted by manufacturer-certified representatives or by Contractor personnel approved in advance by the Borough Project Manager.
- Training shall occur after the O&M Manuals are submitted.
- The Contractor shall provide training agendas, written materials in PDF format.

COMMISSIONING

Commissioning Scope

The Contractor shall perform commissioning activities for all installed systems including, but not limited to, start-up, testing, balancing, and verification of design intent. The Contractor shall coordinate with the Borough Project Manager and shall produce a written commissioning report documenting all results.

System Integration

The Contractor is responsible for proper integration of new systems into existing Borough systems and equipment, including any required programming, balancing, and tuning for optimal operational performance.