

ANCHORAGE SCHOOL DISTRICT
ANCHORAGE, ALASKA

ASD MEMORANDUM #249 (2003-2004)

April 12, 2004

TO: SCHOOL BOARD

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: AWARD OF CONTRACT: OFFICE TRAILERS

RECOMMENDATION:

It is the Administration's recommendation that the School Board approve and authorize the Superintendent to award a contract for Office Trailers to Alaska Modular Space, Inc., for the Base Bid amount of \$112,434.

PERTINENT FACTS:

In order to better house Anchorage School District on-site project management personnel during multiple year and/or phased projects, the Administration issued an Invitation to Bid to purchase standard office trailers. Three projects will obtain trailers with a one-year option for additional trailers at the same price: Chugach Optional Elementary School, Bartlett High School and Polaris K-12. Each project's Contractor has, or will include in its contract: setting, leveling, and providing access to the trailers, as well as the hook-up to power, telephone and data.

An Invitation to Bid for Office Trailers was issued on February 25, 2004 (Attachment A). Three bids were received on March 18, 2004 (Attachment B). Alaska Modular Space, Inc. submitted the low responsive bid in the amount of \$112,434.

Alaska Modular Space, Inc. has completed all the standard requirements by providing necessary documentation. Alaska Modular Space, Inc. has had previous successful experience with the Anchorage School District, including furnishing a building for Aquarian Charter School. They have also had previous experience with the Municipality of Anchorage.

CERTIFICATION OF FUNDS:

(03) Capital Project Funds
(00312501) 2003B Bond (2003 GO Bond Authorization)
(3125800) B03 Phase 2 Renovation Bartlett
(3125160) B03 Renovation Chugach
(3125815) B03 Renovation Polaris
(5440) Equipment

| <u>Fund Source:</u> | <u>Fund</u> | <u>Funding Source</u> | <u>Funding Control</u> | <u>Account Code</u> | <u>Amount</u> |
|----------------------|-------------|-----------------------|------------------------|---------------------|-----------------|
| Chugach Optional | | | | | |
| Elementary School | 03 | 00312501 | 3125160 | 16029-5440 | \$37,478 |
| Bartlett High School | 03 | 00312501 | 3125800 | 80046-5440 | \$37,478 |
| Polaris K-12 School | 03 | 00312501 | 3125815 | 81526-5440 | <u>\$37,478</u> |
| | | | | Total: | \$112,434 |

CC/GV/RA/PC/JA/MP/EK/rh

Attachments

Prepared by: Edie Knapp, Project Manager
Mike Price, Construction Manager - Capital Projects
Jan Anderson, Contracting Coordinator
Pamela K. Chenier, Director of Purchasing/Warehouse
Ray Amsden, Director of Facilities

Approved by: George Vakalis, Assistant Superintendent of Support Services

ANCHORAGE SCHOOL DISTRICT
ANCHORAGE, ALASKA

ABSTRACT OF BID

| | |
|---|---|
| Commodity or Service: | <u>Office Trailers</u> |
| Bids Opened: | <u>3:00 P.M., Anchorage Time March 18, 2004</u> |
| Number of Invitations Sent: | <u>Fourteen (14)</u> |
| Number of Responsive Bids Received: | <u>Three (3)</u> |
| Number of Non-Responsive Bids Received: | <u>None (0)</u> |
| Number of "NO BIDS" Received: | <u>None (0)</u> |
| Advertising Date: | <u>Anchorage Daily News February 27, 28, 29, 2004</u> |
| Prebid Conference Held: | <u>N/A</u> |
| Addendum Issued: | <u>Addendum #1 March 8, 2004</u> |

ANCHORAGE SCHOOL DISTRICT
 PURCHASING DEPARTMENT
 Contracting Section
 1301 Labar Street
 Anchorage, Alaska 99515

TABULATION OF BIDS

Opened: March 18, 2004, 3:00 P.M., Anchorage Time

Invitation: Office Trailers

VENDORS

- | | |
|---|---|
| <p>1. Artic Structures, LLC 9312 Vanguard Dr. Suite 200 Anchorage, AK 99507</p> <p>2. Resun Leasing, Inc. 3701 E 68th Ave. Commerce City, Colorado 80022</p> | <p>3. Alaska Modular Space, Inc. 310 Karluk St. Anchorage, AK 99501</p> |
|---|---|

| DESCRIPTION | Estimate | 1 | 2 | 3 |
|---------------------|-----------|------------|------------|------------|
| Base Bid | 90,000.00 | 141,660.00 | 113,570.00 | 112,434.00 |
| Recommend for Award | | | | 112,434.00 |

