

# Kenai Peninsula Borough Purchasing & Contracting Department

## MEMORANDUM

**TO:** Brent Johnson, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Peter Micciche, Mayor *PAM*  
Brandi Harbaugh, Finance Director *BH*

**FROM:** John Hedges, Purchasing & Contracting Director *JH*

**DATE:** March 2, 2023

**RE:** Resolution 2023-*023*, Authorizing Award of a Contract for RFP23-014 Soldotna Elementary School Education Specification (Mayor)

On January 23, 2023, the Kenai Peninsula Borough Purchasing and Contracting Department formally solicited proposals for RFP23-014 Soldotna Elementary School Education Specification. The request for proposals was advertised in the Peninsula Clarion on January 24, 2023, and the Anchorage Daily News on January 23, 2023.

The project consists of providing professional consulting services in an effort to complete an Educational Specification following the Alaska Department of Education and Early Development guidelines with the successful consultant also coordinating with stakeholders and end users to determine the needs for a new Soldotna Elementary School facility.

On February 21, 2023, two (2) qualified and responsive proposals were received and evaluated by an evaluation committee of qualified Borough and School District employees. The results of that evaluation are as follows:

<u>FIRMS</u>	<u>LOCATION</u>	<u>TOTAL</u>
<u>SCORE</u>		
Architects Alaska	Anchorage, AK	479
Wolf Architecture	Palmer, AK	459

The highest ranking proposal was submitted by Architects of Alaska, with a cost proposal of \$123,465.00. The Purchasing and Contracting Department recommends award of a contract to Architects of Alaska of Anchorage, Alaska. Your approval for this award is hereby requested.

Based on the result of the request for proposals and the evaluation process, it is in the best interest of the Borough to Award this contract.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>401.78050.23S01.49311</u>	
Amount: <u>\$123,465.00</u>	
By: <u><i>CJ</i></u>	Date: <u>3/2/2023</u>