



Request for Proposals

For Professional Engineering Services

Road and Drainage Assessment

Issue Date: July 20, 2026

Due Date: August 20, 2026

City of Unalaska
Department of Public Works
P.O. Box 610
Unalaska, Alaska 99685
907-581-1260

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Unalaska is a strategically vital industrial hub located 800 miles southwest of Anchorage and just 50 miles from the Great Circle shipping route. As the 12th largest incorporated city in Alaska, the community supports 4,113 year-round residents alongside a robust commercial maritime workforce. For over three decades, Unalaska's economy has been anchored by commercial fishing, seafood processing, fleet services, and marine transportation. The cornerstone of this infrastructure is the Port of Dutch Harbor, which serves as the only year-round, deep-draft, ice-free port from Unimak Pass west to Adak and north to the Bering Strait. Designated as a crucial "Port of Refuge," Dutch Harbor provides essential shelter, storage, and repair support for thousands of vessels transiting the volatile waters of the Aleutian Islands.

The community serves as a national economic powerhouse, consistently ranking at the top of U.S. ports for both seafood catch volume and value. Each year, local facilities process and ship over 1.7 billion pounds of frozen seafood to domestic and international markets across North America, Europe, and Asia. To support this massive global supply chain, Unalaska maintains an essential intermodal logistics network. This network features 44 miles of municipal roadways that serve as the literal backbone of the local economy. These roads directly link international marine terminals, private commercial docks, and industrial fleet services with local businesses and residential neighborhoods, making the maintenance and resilience of this transportation infrastructure critical to both national trade and local public safety.

I. GENERAL

The City of Unalaska (the "City") is seeking Proposals from qualified civil engineering firms ("Consultant") to provide a gravel roads and drainage assessment. Work will include but not be limited to; topographic surveying, drainage analysis, and recommendations for future Capital and maintenance and repair projects. The purpose of this assessment is to evaluate Unalaska's transportation network and drainage infrastructure to guide future capital improvements, ensuring long-term structural and operational efficiency.

Proposals must be received by **3:00p.m. on Thursday August 20, 2026**, by email to Marc Kielmeyer, Project Manager at the City of Unalaska: mkielmeyer@unalaska.gov.

Proposals received after the time and date specified may not be considered. An electronic copy of the RFP documents may be obtained from the City of Unalaska website: <http://www.ci.unalaska.ak.us/rfps>
All questions about this Request for Proposals must be directed to Marc Kielmeyer, Project Manager.

Marc Kielmeyer, Project Manager
City of Unalaska Department of Public Works
(907) 581-1260
mkielmeyer@unalaska.gov

Each Proposal must be submitted in accordance with the Submission Requirements as prescribed in Section III of this RFP.

A pre-proposal conference will be held on **July 30, 2026 at 10:00am AKDT** and can be attended telephonically via MS Teams:

Meeting ID: 263 169 361 545 491
Access code: XY6kB6tc
Dial in by phone: +1 332-249-0602,,602809720#
Phone conference ID: 602 809 720#

II. SCOPE OF WORK

The purpose of this study is to evaluate existing gravel road and drainage conditions, identify high-priority road segments for future capital project planning, and develop planning-level cost estimates. The study will also identify repair and maintenance projects for gravel road segments that are expected to remain unpaved.

The selected consultant shall complete a comprehensive assessment of current gravel road conditions, drainage systems, and related infrastructure. The study shall include topographic surveying, drainage evaluation, project prioritization, cost estimating, and recommendations to support long-term road performance, drainage efficiency, and capital planning.

1. Existing Conditions Assessment

Perform a condition assessment of the existing gravel roads and drainage ditches:

- Gravel Roadways (~16miles)
 - Surfaces
 - Subsurface (structural section)
 - Planned adjacent work (development, utility, etc.)
- Drainage
 - Ditches (widths, slopes, capabilities, etc.)
 - Culverts (location, size, condition, etc.)
 - Storm water facilities (manhole, catch basin, etc.)

2. Evaluate (assign priority based on assessment)

- M&O input (correct a re-occurring M&O issue)
- High use/AADT of the assessed roads
- Other criteria to be discovered/determined as the work evolves

3. Recommendations

- Design standards
 - Typical roadway section
 - Structural section (material type and thickness)
 - Minimum ditch dimensions and slopes
 - Minimum culvert sizes, installation details
 - Gravel roadway design standards for new construction and maintenance
- Tier System
 - Tier 1 – Shovel-ready roadways with adequate drainage, subgrade, and utilities in place; suitable for paving.
 - Tier 2 – Roadways requiring drainage, subgrade, and/or utilities improvements prior to paving.
 - Tier 3 – Roadways recommended to remain gravel due to low traffic volumes, high paving costs, and limited benefit.
- Alternative surfacing treatments other than AC pavement

- Maintenance Program
 - Recommend roadway and drainage maintenance practices
 - Develop a maintenance schedule for use by the City's Roads Division
- 10-year Capital & Major Maintenance Plan (CMMP)

4. Topographical survey (limited survey to support implementation of design solutions for Tier #2 priority roads and their proposed improvements)

5. Cost Estimating

- Capital project (paving, drainage or both)
- Maintenance, repair or corrective

III. SUBMISSION REQUIREMENTS

Proposals Submission

Proposals must be received by **3:00p.m. on Thursday, August 20, 2026**, by email to Marc Kielmeyer, Project Manager at the City of Unalaska: mkielmeyer@unalaska.gov.

Any Proposal received after the time and date specified may not be considered. It is the Consultant's sole and independent responsibility to timely submit their Proposals. The City may, in its sole discretion, relax or extend the submission deadline. The Request for Proposals shall remain open for 30 days. A contract, if any, shall be awarded based on evaluation of Proposals by the City (see Section IV – Evaluation & Criteria).

Questions

All questions or inquiries should be directed to:

Marc Kielmeyer, Project Manager
 City of Unalaska, Department of Public Works
 (907) 581-1260
mkielmeyer@unalaska.gov

Interested firms must submit a Proposal containing:

1. Cover Letter

- A signed letter summarizing interest, availability, and commitment to the project.

2. Firm Background and Experience

- Overview of the firm's history, size, office locations, and areas of expertise.
- Specific experience with gravel road engineering, surveying, drainage, and municipal infrastructure.

3. Personnel Qualifications

- Resumes and qualifications of key team members who will be assigned to the project.
- Indicate team structure, roles, and availability.

4. Project Approach

- Narrative demonstrating the understanding of project goals and challenges.
- Methodology for surveying, drainage analysis and future recommendations
- Description of tools/software and quality control measures.

5. Schedule

- Provide an anticipated timeline for Scope of Work items including key milestones (e.g. survey completion, drainage assessment and recommendations for capital planning projects).

6. Cost Proposal

- Lump sum cost proposal with breakdown for each scope of work.
- Include hourly rates for key personnel to be used for additional work or other change order type directives.

7. References

- Summaries of at least three (3) similar projects completed. Include scope, project location, client, completion date, and relevance.
- Provide client references with contact information.

8. Insurance Requirements

- Certificates demonstrating compliance with City insurance requirements (see Attachment B).

Page Limit: 10 pages (excluding cover page, dividers, and resumes). Late or incomplete proposals may not be considered.

IV. EVALUATION & CRITERIA

The City's Project Manager will appoint the Evaluation Team from among the City of Unalaska staff. The entire scoring procedure, including Evaluation Team meetings and scoring materials, will be held strictly confidential until after negotiations are concluded. All Evaluation Team members will be required to certify that they have no conflicts of interest and that they will strictly adhere to the procedures described herein. The evaluation process is as follows:

1. City of Unalaska receives Proposals.
2. City Evaluation Team evaluates Proposals according to the established criteria.
3. Negotiate a final scope of work and project schedule with the firm with the highest scoring Proposal. The negotiated scope, services schedule, and compensation schedule will be established as Exhibits A, B and C, respectively, as part of the Contract. The Contract will be in the form of Attachment A: Agreement for Consulting and Related Services.

Firms will be evaluated based on the following criteria:

1. Staff Qualifications and Experience – 30 Points

- Relevant experience of the firm and key personnel.
- Experience with roads, stormwater infrastructure, and surveying in rural locations.
- Familiarity with applicable engineering standards and best practices

2. Project Approach – 35 Points

- Understanding of project goals and existing issues

- Identification of potential challenges and their proposed solutions
- Firm's approach to completing the assessment, evaluation, and recommendations
- Clarity and depth of proposed methodology
- Understanding of maintaining traffic, public safety, and minimizing impacts during field work

3. Schedule – 10 Points

- Completeness of schedule with key milestones and deadlines for tasks from scope
- Clarity of schedule in accordance with the project approach

4. Cost Proposal – 10 Points

- The Cost Proposal will be evaluated based on competitiveness and clarity. Proposed fees are recognized as only one component of overall value. The City will not evaluate proposals on a strict lowest-cost basis.

5. References – 15 Points

- Examples of similar work completed in the past 10 years.
- Quality of deliverables, timelines met, and effectiveness of prior designs.

Proposal Selection

- A. The City reserves the right to reject any or all Proposals received. The selection of a successful Proposal shall be at the sole discretion of the City of Unalaska. No proposed agreement between the City and any Consultant shall be effective until approved by the City Council of the City of Unalaska and signed by the City Manager or authorized City official.
- B. The City is not liable for any costs incurred by Consultants in preparing or submitting Proposals. In submitting a Proposal, each Consultant acknowledges that the City shall not be liable to any person for any costs incurred therewith or in connection with costs incurred by any Consultant in anticipation of City Council action approving or disapproving any agreement without limitation.
- C. If the Contract is to be awarded, it will be awarded to the most qualified firm ("Consultant") whose evaluation by the City indicates to the City that the award will be in the best interests of the City.
- D. Nothing in this Request for Proposals or in subsequent negotiations creates any vested rights in any person.
- E. Payment will be made upon receipt of detailed invoices listing specific activities for which the charge is being made.
- F. The Consultant shall fulfil its obligations hereunder as an independent contractor of the City. The City may administer the contract and monitor the Consultant's compliance with its obligations hereunder. The City shall not supervise the Consultant other than as provided in this section; provided, however, that nothing in this paragraph shall preclude the City from insisting on complete and timely performance of obligations under the contract.
- G. Nondiscrimination: The Consultant will not unlawfully discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, age, sex, marital status, or mental or physical handicap.
- H. The Consultant shall state, in all solicitations for employees to work on contract jobs, that all qualified applicants will receive consideration for employment without unlawful

discrimination based upon race, color, religion, national origin, ancestry, age, sex, marital status, or mental or physical handicap.

- I. Permits, Laws and Taxes: The Consultant shall acquire and maintain in good standing all permits, licenses, and other entitlements necessary to its performance under this contract, including a city business license. All actions taken by the Consultant under this contract shall comply with all applicable statutes, ordinances, rules, and regulations. The Consultant shall pay all taxes pertaining to its performance under this contract.

V. GENERAL REQUIREMENTS

Examination of Request for Proposal Documents

- A. It is the responsibility of each Consultant before submitting a Proposal:
 1. To examine thoroughly the RFP Documents and other related data identified in the RFP documents;
 2. To study and carefully correlate Consultant's knowledge and observations with the RFP documents and such other related data;
 3. To promptly notify the City of all conflicts, errors, ambiguities or discrepancies, which Consultant has discovered in or between the RFP Documents.
- B. The submission of a Proposal will constitute an incontrovertible representation by Consultant:
 1. That Consultant has complied with every requirement of this Request for Proposals;
 2. That the Proposal is premised upon providing an accurate representation of qualifications and other materials required by the RFP documents;
 3. That Consultant has given the City written notice of all conflicts, errors, ambiguities, and discrepancies that Consultant has discovered in the RFP documents and the written resolution thereof by the City is acceptable to Consultant;

Interpretations and Addenda

- A. All questions about the meaning or intent of the RFP documents are to be directed to the City. Interpretations or clarifications considered necessary by the City in response to such questions will be issued by Addenda and will be posted to the City website to all parties recorded by the Issuing Office as having received the Proposal. Questions received less than 6 days prior to the Proposal submission due date may not be answered. Only questions answered by formal written Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.
- B. Addenda may also be issued to modify the RFP documents as deemed advisable by the City.

Modifications and Withdrawal of Proposal

- A. Prior to the time and date designated for Proposal submission deadline, any Proposal submitted may be withdrawn by notice to the party receiving Proposals at the place designated for receipt of Proposals. Such notice shall be in writing with the signature of the Consultant. Proposal modifications must be sent to the office to which the original Proposal is delivered or sent.

- B. If, within 48 hours after the Proposal submission deadline, any Consultant files a duly signed, written notice with the City and promptly thereafter demonstrates to the satisfaction of the City that there was a material and substantial mistake in the preparation of its Proposal, that Consultant may withdraw its Proposal. Whether a Proposal may be withdrawn pursuant to this paragraph shall be determined solely by the discretion of the City.

VI. CONTRACT AWARD & OTHER ITEMS

Signing of Agreement

When the City gives a Notice of Award to the successful Consultant, it will be accompanied by the Contract, with other Contract Documents attached. Within 10 days thereafter, the Consultant shall sign and deliver the Contract. Thereafter, the City shall deliver one fully signed counterpart to Consultant. The form of the Contract is attached hereto as Attachment A. If a proposer takes any objection to any term of the form of the Contract, such objection shall be stated clearly in the proposal.

Exhibits A, B, and C shall be part of the Contract Agreement (Attachment A) and are established after a proposer has been selected. These documents describe the final negotiated Scope of Work (Exhibit A), Services Schedule (Exhibit B), and Compensation Schedule (Exhibit C) that will be executed per the Contract.

Insurance

The successful Consultant(s) will be required to provide City with the appropriate insurance coverage. Please see Attachment B.

RFP Acknowledgement:

In submitting a Proposal, Consultant represents that Consultant has familiarized itself with the nature and extent of the RFP documents, requirements, and all local conditions prescribed by this RFP.

Consultant has given the City written notice of all conflicts, errors, ambiguities, or discrepancies that it has discovered in the RFP documents and the written resolution thereof by the City is acceptable to Consultant, and the RFP documents are generally sufficient to indicate and convey understanding of all required materials expected of the Consultant to be submitted as part of the Proposal in response to this RFP.

ATTACHMENT A

Road and Drainage Assessment

AGREEMENT FOR CONSULTING AND RELATED SERVICES

THIS AGREEMENT is entered into this _____ day of _____, 2026, by and between _____ (hereinafter called "Consultant"), and the CITY OF UNALASKA (hereinafter called "City").

WITNESSETH THAT:

WHEREAS City issued a request for proposals for road drainage and assessment services ("RFP"); and

WHEREAS Consultant submitted a proposal in response to the RFP ("Proposal"), and Consultant was determined to be most qualified on the basis of the proposal; and

WHEREAS City desires to engage Consultant to render the services described in the RFP and Proposal; and

WHEREAS Consultant represents that it has the experience and ability to perform such services; and

WHEREAS the parties hereto desire to enter into a basic agreement setting forth the terms under which Consultant will, as requested, perform such work;

NOW THEREFORE the parties hereto do mutually agree as follows:

1. Engagement of Consultant

Consultant agrees to provide professional services in accordance with the provisions of this Agreement. A written description of the work to be performed are set out in Exhibits A-C of this Agreement.

2. Performance

Consultant agrees to perform the work described in Exhibit A: Scope of Services; however, the Consultant is not authorized to perform any work or incur any expense which would cause the amount for which he is entitled to be paid under this Agreement to exceed the amount set forth in Exhibit C: Compensation Schedule without the prior written approval of the City. All services shall be rendered in accordance with the schedule set forth in Exhibit B: Services Schedule.

3. Fee

After receipt of a periodic billing for said services, the City agrees to pay Consultant as compensation for the services under this Agreement such sums of money as set forth in Exhibit C of this Agreement. The amount payable to the Consultant shall not exceed the amount specified in Exhibit C. Unless otherwise agreed to, any reimbursable expense shall be reimbursed at Consultant's actual cost and per diem, if any, shall be paid based on the City's per diem rate.

4. Payments

City agrees to make periodic payments to Consultant as services are performed and costs are incurred, provided Consultant submits a proper invoice for each payment, in such form accompanied by such evidence in support thereof as may be reasonably required by the City. City may, at its option, withhold

ten percent (10%) from each payment pending satisfactory completion of the work by Consultant for projects with a discrete deliverable. Any withheld payment shall be remitted at the conclusion of the project. All invoices are otherwise due and payable within thirty (30) days of receipt by City. City shall pay Consultant for the services identified in Exhibit A up to the **Not to Exceed Total Fee** of _____ Dollars (\$_____). The Not to Exceed Total Fee is based on the distribution of the Not to Exceed Total Fee between tasks set forth in Exhibit A. The portion of the Not to Exceed Total Fee billed and paid for Consultant's services shall be equal to the proportion of services actually completed for each projects falling within the scope of Exhibit A during the billing period to the fee total specified for that task.

5. Personnel

Consultant agrees to furnish all personnel necessary for expeditious and satisfactory performance of this Agreement, each to be competent, experienced, and well qualified for the work assigned. No person objected to by the City shall be employed by Consultant for work hereunder.

6. Independent Contractor Status

In performing under this Agreement, Consultant acts as an independent contractor and shall have responsibility for and control over the details and means for performing the consulting services required hereunder.

7. Indemnification

Consultant shall defend and save harmless City or any employee, officer, insurer, or elected official thereof from and against losses, damages, liabilities, expenses, claims, and demands but only to the extent arising out of any negligent act or negligent omission of Consultant while performing under the terms of this contract.

8. Assignment

Consultant shall not assign this Agreement or any of the monies due or to become due hereunder without the prior written consent of City.

9. Subcontracting

Consultant may not subcontract its performance under this Agreement without prior written consent of City. Any subcontractor must agree to be bound by terms of this Agreement.

10. Designation of Representatives

The Parties agree, for the purposes of this Agreement, the City shall be represented by and may act only through the **Project Manager, Marc Kilmeyer**, or such other person as he may designate in writing. Consultant shall advise City in writing of the name of its representative in charge of the administration of this Agreement, who shall have authority to act for and bind Consultant in connection with this Agreement.

11. Termination

Either party shall have the right to terminate this Agreement in whole or in part at any time and for reasonable cause, by delivery of thirty (30) days written notice, specifying the extent and effective date thereof. The City also has the right to terminate this Agreement in whole or in part at any time for convenience. After receipt of such notice, Consultant shall stop work hereunder to the extent and on the date specified in such notice, terminate all subcontracts and other commitments to the extent they relate to the work terminated, and deliver to City all designs, computations, drawings, specifications and other material and information prepared or developed hereunder in connection with the work terminated.

In the event of any termination pursuant to this clause, Consultant shall be entitled to be paid as provided herein for direct labor hours expended and reimbursable costs incurred prior to the termination pursuant to Section 3 hereof, and for such direct labor hours and reimbursable costs as may be expended or incurred thereafter with City's approval in concluding the work terminated, it being understood that Consultant shall not be entitled to any anticipated profit on services not performed. Except as provided in this clause, any such termination shall not alter or affect the rights or obligations of the parties under this Agreement.

In the event of termination for the convenience of the City, Contractor shall be entitled to be paid as provided herein for direct labor hours reasonably expended and reimbursable costs incurred prior to the termination, for such reasonable direct labor hours and reimbursable costs as may be expended or incurred thereafter with City's approval in concluding the work terminated, and for a termination fee of no more than ten percent of the amount paid to Contractor on the date notice is given. It is also understood that Contractor shall not be entitled to any anticipated profit on services not performed. Except as provided in this clause, any such termination shall not alter or affect the rights or obligations of the parties under this Agreement.

12. Ownership and Use of Documents

Consultant agrees that all original design reproducible drawings, all pertinent calculations, specifications, reports, data, and other documents prepared for the City hereunder are the property of the City and the City shall have the right, without payment of additional compensation, to disclose, reproduce, and use such documents for this project

13. Insurance

Insurance requirements for this Agreement are set forth in RFP Attachment B - Insurance Requirements, which is incorporated herein by reference.

14. Claims Recovery

Claims by City resulting from Consultant's failure to comply with the terms of and specifications of this contract and/or default hereunder may be recovered by City by withholding the amount of such claims from compensation otherwise due Consultant for work performed or to be performed. City shall notify Consultant of any such failure, default or damage therefrom as soon as practicable and no later than 10 days after discovery of such event by written notice. Nothing provided herein shall be deemed as constituting an exclusive remedy on behalf of City, nor a waiver of any other rights hereunder at law or in

equity. Design changes required as a result of failure to comply with the applicable standard of care shall be performed by the Consultant without additional compensation.

15. Performance Standard

Services performed under this Agreement will be performed with reasonable care or the ordinary skill of the profession practicing in the same or similar location and under similar circumstances and shall comply with all applicable codes and standards.

16. Compliance with Applicable Laws

Consultant shall in the performance of this Agreement comply with all applicable federal, state, and local laws, ordinances, orders, rules, and regulations applicable to its performance hereunder, including without limitation, all such legal provisions pertaining to social security, income tax withholding, medical aid, industrial insurance, workers' compensation, and other employee benefit laws. Consultant also agrees to comply with all contract provisions pertaining to grant or other funding assistance which City may choose to utilize to perform work under this Agreement. The Consultant and all subcontractors must comply with state laws related to local hire and prevailing wages.

17. Records and Audit

Consultant agrees to maintain sufficient and accurate records and books of account, including detailed time records, showing all direct labor hours expended and all reimbursable costs incurred and the same shall be subject to inspection and audit by City at all reasonable times. All such records and books of account pertaining to any work performed hereunder shall be retained for a period of not less than six (6) years from the date of completion of the improvements to which the consulting services of this Agreement relate.

19. Form of City Approval

Except as otherwise provided in this Agreement, City's requests and approvals, and Consultant's cost estimates and descriptions of work to be performed, may be made orally where necessary, provided that the oral communication is confirmed immediately thereafter in writing.

20. Duration of Agreement

This agreement is effective for a period of one (1) year from the date first shown above. The agreement may be extended by the mutual written agreement of City and Consultant.

22. Endorsements on Documents

Endorsements and professional seals, if applicable, must be included on all final plans, specifications, estimates, and reports prepared by the Consultant. Preliminary copies of such documents submitted for review must have seals affixed without endorsement (signature).

23. Notices

Any official notice that either party hereto desires to give the other shall be delivered through the United States mail by certified mail, return receipt requested, with postage thereon fully prepaid and addressed as follows:

To City:
Marc Kielmeyer
City of Unalaska
Box 610
Unalaska, Alaska 99685

To Consultant:

The addresses hereinabove specified may be changed by either party by giving written notice thereof to the other party pursuant to this paragraph.

24. Venue/Applicable Law

The venue of any legal action between the parties arising as a result of this Agreement shall be laid in the Third Judicial District of the Superior Court of the State of Alaska and this contract shall be interpreted in accordance with the laws of the State of Alaska.

25. Attorney's Fees

In the event either party institutes any suit or action to enforce its right hereunder, the prevailing party shall be entitled to recover from the other party its reasonable attorney's fees and costs in such suit or action and on any appeal therefrom.

26. Waiver

No failure on the part of City to enforce any covenant or provisions herein contained, nor any waiver of any right hereunder by City, unless in writing and signed by the parties sought to be bound, shall discharge or invalidate such covenants or provisions or affect the right of City to enforce the same or any other provision in the event of any subsequent breach or default.

27. Binding Effect

The terms, conditions and covenants contained in this Agreement shall apply to, inure to the benefit of, and bind the parties and their respective successors.

28. Entire Agreement/Modification

This agreement, including Exhibits A, B, C, and RFP Attachment B-Insurance Requirements, and the Consultant's Proposal dated _____ constitutes the entire Agreement between the parties with respect to the subject matter hereof, and all prior negotiations and understandings are superseded and replaced by this Agreement and shall be of no further force and effect. No modification of this Agreement shall be of any force or effect unless reduced to writing, signed by both parties and expressly made a part of this Agreement.

In witness whereof, the parties hereto have executed or caused to be executed by their duly authorized officials, this Agreement in duplicate on the respective date indicated below.

CONSULTANT

By: _____
_____ Its _____

CITY OF UNALASKA, ALASKA

By: _____
Acting/Interim City Manager

ATTACHMENT B

Road and Drainage Assessment

INSURANCE REQUIREMENTS

Consultant shall procure and maintain, at its own expense, insurance against claims for injuries to persons or damages to property which may arise from or in connection with services provided by consultant, its employees, agents or representatives.

A. Minimum Scope and Limit of Insurance: coverage shall be at least as broad as:

1. **Commercial General Liability:** Shall have limits not less than \$1,000,000 per occurrence and \$2,000,000 aggregate, including coverage for Bodily Injury and Property Damage, Premises and Operations Liability, Products and Completed Operations Liability and Personal Injury Liability.
2. **Professional Liability:** insurance with limits of not less than \$1,000,000 per claim and \$1,000,000 aggregate, subject to a maximum deductible \$10,000 per claim. Insurance must be maintained and evidence of insurance provided for a minimum of 3 years after completion of work.
3. **Commercial Automobile Liability** on all owned, hired, non-hired and rented vehicles of not less than \$1,000,000 combined single limit per accident/occurrence for bodily injury and property damage.
4. **Workers' Compensation** insurance in accordance with the statutory coverages required by the State of Alaska, and Employers Liability insurance with limits not less than the following:

Bodily Injury by accident: \$1,000,000 per accident
Bodily Injury by disease \$1,000,000 policy limit
Bodily injury by disease \$1,000,000 each employee

and, where applicable, insurance in compliance with any other statutory obligations, whether State or Federal, pertaining to the compensation of injured employees assigned to the work, including but not limited to Voluntary Compensation, Federal Longshoremen and Harbor Workers Act, Maritime and the Outer Continental Shelf's Land Act.

The State of Alaska has no reciprocal agreements with any other state for Workers' Compensation insurance coverage. An Alaska Workers' Compensation insurance policy is required to work in Alaska.

5. **Additional lines of coverage** may be required if a change in the scope of work or activity requires additional coverage, including but not limited to:
 - a. **Umbrella/Excess Liability:** insurance coverage of not less than \$1,000,000 per occurrence and annual aggregate providing coverage in excess of General Liability, Auto Liability, and Employers Liability.
 - b. **Cyber Liability:** shall have limits not less than \$1,000,000 per occurrence and \$2,000,000 aggregate. Coverage shall be sufficiently broad enough to respond to the duties and obligations of the vendor.
 - c. **Drone Aviation Liability:** if a drone is used in the project, insurance coverage of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate is required, including coverage for in flight operations, bodily injury, and property damage. Coverage shall include invasion of privacy and trespass.

- d. **Environmental/Pollution Liability:** applicable to the work being performed combined single limit per occurrence shall not be less than \$2,000,000 and \$2,000,000 aggregate per policy period of one year.
- e. **Aircraft Liability:** If work involves use of an aircraft, Aircraft Liability insurance is required covering all owned and non-owned aircraft with a per occurrence limit of not less than \$1,000,000.
- f. **Watercraft Liability:** If work involves use of watercraft, Protection and Indemnity insurance is required with limits not less than \$1,000,000 per occurrence

If Consultant maintains broader coverage and/or higher limits than the minimums shown above, the City of Unalaska, its officials, employees, volunteers or agents (collectively, "the City"), shall be entitled to the broader coverage and/or the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

B. Additional Insurance Provisions

1. **Acceptability of Insurers and Cancellation Notification:** Consultant shall place coverage with insurance companies rated at least A-:VIII by A.M. Best Company, or companies specifically approved by the City. These policies providing coverage shall contain provisions and endorsements stating that coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice.
2. **Additional insureds:** The City shall be covered as additional insured as respects liability arising out of services performed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the City and this additional insured status shall be endorsed upon the Commercial General Liability policy and any other policies where so allowed. Consultant agrees to obtain any endorsement that may be necessary to affect this additional insured status.
3. **Primary Coverage:** For any claims related to contracted services performed by the Consultant, Consultant's insurance coverage shall be primary coverage as respects the City. Any issuance of self-insurance maintained by the City shall be excess of Consultant's insurance and shall not contribute to it.
4. **Waiver of Subrogation:** There shall be no right of subrogation against the City by which any insurer of the consultant may acquire against the city by virtue of payment of loss under any such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation.
5. **Deductibles and Self-Insured Retentions:** In the event any insurance coverage required contains any self-insured retention or deductible, Consultant shall be responsible for such self-insured retention or deductible. Any such self-insured retention shall be evidenced on the applicable Certificate of Insurance.
6. **Verification of Coverage:** Before service begins Consultant shall furnish the City with Certificate(s) of Insurance on standard ACCORD insurance form(s) evidencing required insurance coverage and all required amendatory endorsements. Failure to obtain the required certificates and endorsements prior to beginning service shall not waive Consultant's obligation to provide them and shall not affect the coverage provided to the City. Acceptance of Certificates of Insurance with deficient or erroneous coverage does not absolve Consultant from carrying and maintaining the required coverage.

Certificates of Insurance shall be prepared and emailed to:

Certificate Holder: City of Unalaska, Dept. of Public Works
PO Box 610, Unalaska
Unalaska, AK 99685

Email to: mkielmeyer@unalaska.gov and risk@unalaska.gov

Please identify project name and number in the comments section of the certificate of insurance

The City reserves the right to request complete, certified copies of full insurance policies, including endorsements.

- 7. Sub-Consultants Coverage:** If the Consultant employs sub-Consultants to perform any work here under, the Consultant agrees to require such sub-Consultants to obtain, carry, maintain, and keep in force during the time in which they are engaged in performing any work or service hereunder, policies of insurance which comply with all requirements. This requirement is applicable to sub-Consultants of any tier. It is further agreed that upon request by the City, the Consultant will provide copies of any and all sub-Consultant certificates of insurance and endorsements for review of compliance.
- 8. Maintenance of Coverage:** Failure by the Consultant to maintain the required insurance coverage or to comply with the above, may, at the option of the City, be deemed defective work and remedied in accordance with the service contract.
- 9. Notification of Change in Requirements:** The City may modify these insurance requirements for any extension term due to changes in scope of work or changes in market conditions.

ATTACHMENT C ROADS IN SCOPE



WATEKIN BAY

SUMMER BAY

LIULUK BAY

CAPTAINS BAY

BALLYHOOD RD

AIRPORT BEACH RD

E POINT RD

SUMMER BAY RD

PTARMIGAN RD

E BROADWAY AVE

STEWART RD

PYRAMID CREEK RD

CAPTAINS CREEK RD

- Gravel Roads Included in Scope
- Other Roads Not Included in Scope

0 2,000 4,000 8,000 12,000 FEET

The following roads will be assessed under the scope of the RFP:

ADAMS DR – 602 ft
2ND ST – 422 ft
3RD ST – 635 ft
4TH ST – 662 ft
6TH ST – 200 ft
AERIE DR – 1,025 ft
ALEUTIAN AVE – 456 ft
ARMSTRONG CT – 594 ft
BALLYHOO RD – 5,322 ft
BAYVIEW AVE – 3,162 ft
BENDIKSEN RD – 395 ft
BIORKA DR – 1,580
CATHEDRAL WAY – 123 ft
CEMETARY RD – 147 ft
CHERNOFSKI DR – 1,553 ft
CHOATE LN – 939 ft
CYRI CIR – 158 ft
DELTA WAY – 1,089 ft
DORA CR – 246 ft
DRIFTWOOD WAY – 988 ft
DUTTON RD – 3,201 ft
E POINT RD – 8,846 ft
EAGLE DR – 2,193 ft
EAGLE CREST CT – 299 ft
GILMAN WAY – 1,593 ft
GROMOFF LN – 148 ft
HAYSTACK DR – 2,625 ft
JACK LONDON DR – 352 ft
KASHEGA RD – 561 ft
KASHEGA DR – 1,028 ft
KASHEGA CT – 177 ft
KELTY FIELD RD – 527 ft
KOVRIZHKA – 151 ft
LAKE DR – 558 ft
LEAR RD – 1,742 ft
LOOP RD – 1,082 ft
LOWER HAYSTACK DR – 396 ft
LOWER PYRAMID CREEK RD – 2,295 ft

MAKUSHIN DR – 865 ft
MEMORIAL DR – 356 ft
MISSION AVE – 844 ft
NIRVANA DR – 233 ft
PACE SETTER WAY – 1,276 ft
PTARMIGAN RD – 7,022 ft
PYRAMID CREEK RD – 6,832 ft
RAVEN WAY – 1,780 ft
RIVERSIDE DR – 477 ft
SALMON WAY – 1,238 ft
SEA LION CIR – 472 ft
STEWARD RD – 3,650 ft
SUMMER BAY RD – 7,813 ft
THOMPSON CIR – 241 ft
TRAPPER DR – 2,232 ft
TUNDRA DR – 393 ft
WHITTERN LN – 1,161 ft
WILLOW DR – 498 ft

TOTAL: 85,455 ft or 16.18 miles

City of Unalaska GIS map is available here:
<https://www.unalaska.gov/planning/page/mapping-gis>