

PROPOSED STATEMENT OF SERVICES

APPENDIX B

Date Prepared: 10/21/2021
RFP No.: 22019

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West Susitna Access Predevelopment and Permitting Services

The Alaska Industrial Development and Export Authority (AIDEA) is seeking professional services to assist with pre-development activities associated with advancing the West Susitna Access Road (Project) through environmental clearances and federal permit application.

One of the purposes of AIDEA is to develop and provide financing for industrial development of Alaska's natural resources and long-term economic growth of the State that will directly and indirectly alleviate unemployment in Alaska. AIDEA's Economic Development Account (AS 44.88.172) was created to promote and provide financing for Alaska development projects.

The intent of the Project is to provide a multi-user, public access corridor to access natural resources and create opportunities for development, jobs, and economic benefits in the western Susitna region. The Project pre-development components will include but may not be limited to: a full review of existing data and engineering already compiled and owned by AIDEA, data gap analysis, engineering refinement, alternative route options, cultural and historical, wetland, fish, hydrological baseline studies, project stakeholder support, and permit application submission.

This contract will advance the project through environmental clearances, assist AIDEA with permit application and submission, provide NEPA support to AIDEA, and ultimately assist AIDEA in achieving a Record of Decision.

The contractor will be required to identify all pre-application work remaining to complete prior to permit submission. The contractor will work with AIDEA to propose a scope, schedule, and budget to achieve project milestones and support staff with Board presentations and requests for expending funds for advancing the project. Board updates may be required on occasion.

SCOPE

Obtain the services of qualified and experienced professionals to assist AIDEA in applying for a federal permit to build the West Susitna Access Road, support AIDEA through the NEPA review, and guide AIDEA through the process to achieving a Record of Decision.

Work items include, but are not limited to:

- Data gap analysis
- Alternative route baseline analysis
- Stakeholder outreach and engagement assistance
- Engineering refinement to support permit application
- Baseline studies of wetlands, hydrology, fish, and historical/cultural
- Submit permit application
- NEPA support for AIDEA

Proposed project timeline:

- December 2021 – March 2022
 - On-board Contractor, Data Download, Develop 2022 program
- March 2nd, 2022
 - Obtain Board Approval for West Susitna Access Program
- March 2022 – December 2022

- Finalize data and submit permit to USACE
- Develop 2023 Plan
- Procure 3rd Party EIS
- January 2023 – December 2023
 - Develop 2024 Plan
 - Support and advise AIDEA through NEPA process
- January 2024 – December 2024
 - Support and advise AIDEA through NEPA process
 - Achieve Record of Decision
 - Develop project delivery plan post 2024

ADMINISTRATIVE REQUIREMENTS

The Contractor shall provide services as identified and authorized by sequentially numbered Notices to Proceed (NTP's). The Contractor shall not perform services or incur billable expense except as authorized by a NTP.

The Contractor shall be responsible for all tasks and services authorized by a NTP signed by the Project Manager and shall perform such services in accordance with the project schedule.

Project Staff. All services must be performed by or under the direct supervision of the following individuals. Only prior written approval from the Authority shall accomplish replacement of, or addition to, the Project Staff named below:

<u>Name</u>	<u>Project Responsibilities</u>
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(list here key individual and their project assignments)

Professional Registration. *Where applicable*, all reports, plans, specification, estimates and similar work products provided by the Consultant shall be prepared by or under the supervision of the Registered Engineer, Architect or Land Surveyor in responsible charge for the services. These Engineers, Architects, or Land Surveyors shall be currently registered in the State of Alaska and they shall sign and seal as to the accuracy of each final work product for which they are responsible.

Consultant Name on Plan Sheets and Documents. No Consultant logos shall be allowed on any electronic or hard copy document produced for AIDEA. The Consultant company name shall be included in the box above or below the engineer's seal on each plan sheet. Documents produced for AIDEA shall include the Consultant's company name at the bottom right of the first page, cover sheet or title sheet only. Consultant letterhead shall be allowed only as exhibits in document appendices. The Consultant name shall be in the same font as other lettering on the plan sheet or document, shall be 1/16" or less in height on 11"x17" plan sheets, and shall be in the following format:

PLANS DEVELOPED BY:
COMPANY NAME

Standards, Guidelines, References, and Software. *As applicable*, the Consultant shall use the most current editions of any publications of standards, guidelines, or references that have been adopted by the State of Alaska at the time that design services begin. Major changes in design guidance during the course of the project that change the design criteria may be addressed by amendment.

Standard software programs used by AIDEA include, but are not limited to, the following:

- AutoCAD
- Microsoft Office Suite: Word, Excel, PowerPoint, Project

The most current version of AutoCAD adopted by AIDEA shall be used for all line-work and modeling. Consultant styles will be clearly differentiated by name so that AIDEA can review the styles for conformance to their standards. The AutoCAD drawing files will contain all assemblies, vertical and horizontal geometry, alignments, corridors, styles, surface models (existing, proposed and all pertinent intermediate). The Consultant will provide the file directory to AIDEA in a way that all dependencies among files are maintained. The consultant will recommend GIS software and assist AIDEA in developing a GIS data-base for the project.

Submittal Requirements. Deliverables shall be compatible with AIDEA standard software, and submitted in their original electronic format as well as PDF. Hard copies shall be submitted for everything requiring an original seal, and as required by the project managers of the specific projects.

Specific deliverables will be identified for each project added to the agreement.