



Municipality of Anchorage

Suzanne LaFrance, Mayor

Purchasing Department

July 10, 2025

REQUEST FOR PROPOSAL

RFP 2025P033

Provide Tract B Development Subdivision

The Municipality of Anchorage is an equal opportunity employer.

Enclosed is pertinent information for use in preparing your proposal.

Pre-Proposal Conference:	2:00 P.M Local Time, July 22, 2025
Site Visit:	N/A
Questions Due:	12:00 P.M. Local Time, July 23 2025
Proposals Due:	12:00 P.M. Local Time, August 7, 2025

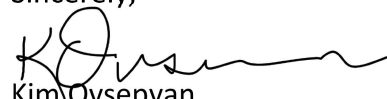
Electronic Submission through BidExpress at [Bid Express :: Municipality of Anchorage](#) or submission through Sealed Envelope with ONE SIGNED ORIGINAL, single sided, unbound, of your proposal and, a flash-drive containing a PDF copy of the complete proposal, including attachments must also be provided.

If applicable, the phone number to call into the Pre-Bid Conferences is 907-343-6089. Conference lines are opened 5 minutes prior to the Pre-Bid Conference times. To attend meetings in person, you may do so at 632 W. 6th Avenue, Suite 520, Anchorage, AK 99501. FOR AUXILIARY AIDS, SERVICES, OR SPECIAL MODIFICATIONS TO PARTICIPATE PLEASE CONTACT THE PURCHASING DEPARTMENT TO REQUEST REASONABLE ACCOMMODATIONS AT 907-343-4590; OR wwpur@muni.org

For further information contact Purchasing at (907) 343-4590 or email wwpur@muni.org. All correspondence should include the RFP number and title.

The Municipality of Anchorage reserves the right to reject any and all proposals and to waive any informalities in procedures.

Sincerely,


Kim Ovsepyan
RFP Buyer



Purchasing

M U N I C I P A L I T Y O F A N C H O R A G E

The Municipality of Anchorage Purchasing Department is pleased to announce that we will begin using the Bid Express® service at www.bidexpress.com.

Electronic submission for Invitations to Bid and Requests for Quote are being accepted as of September 1, 2024, with Requests for Proposal, Requests for Grant Proposal, and Construction Invitations to Bid expected to be accepted by January 1, 2025.

Electronic bid submission:

- **allows for digitally-signed bids**
- **eliminates costs for delivery of bid packages**
- **provides error checking and alerts to omissions before submission**
- **easily accommodates last-minute changes and price cuts**
- **automates email notifications to alert vendors of solicitation postings and solicitation changes**

If you are not a current user, please register for a free vendor account to reference the Municipality of Anchorage's upcoming advertisements.

For more information about the service, please refer to the Bid Express service's Knowledge Center [here](#) to get started.

For technical assistance, please call the service's Customer Success team at 888-352-2439, available Monday - Friday from 7:00 am – 8:00 pm (EST). You can also email them at bidexpress.support@infotechinc.com.

Additional information and notices of solicitation opportunities will be posted on the Purchasing webpage at Muni.org.

REQUEST FOR PROPOSALS

2025P033

PROVIDE DEVELOPMENT OF TRACT B COOK SUBDIVISION

Section 1 - General Information

Section 2 - Rules Governing Competition

Section 3 - Scope of Work

Section 4 - Proposal and Submission Requirements

Section 5 - Evaluation Criteria and Process

Section 6 - Selection Process

Section 7 - Sample Contract

1.0 GENERAL INFORMATION

1.1 Purpose

The intent of the Request for Proposal (RFP) is to develop an approximately nine-acre tract currently owned by the Municipality of Anchorage, hereinafter referred to as “Municipality” and/or “MOA”, located between East 40th Avenue, Denali Street and north of Tudor Road, legally described as Tract B Cook Subdivision (Plat 82-57) (PID 009-131-20), for multi-use development. Proposals must include the development of residential housing units and retail, office or other development in a manner that is consistent with the goals of the *Anchorage 2020 - Anchorage Bowl Comprehensive Plan (2001)*, *Anchorage 2040 Land Use Plan (2017)*, *Anchorage Metropolitan Area Transportation Solutions (AMATS) Non-Motorized Plan*, and any other adopted plan that applies to the property (Plans) and which provides the highest and best use of the site.

1.2 Background

In 2016, a federal bill passed and was signed into a law by the President that allowed the Municipality to buy the 8.9-acre parcel of land that was once expected to house the Alaska home of the National Archives. The MOA very highly values this scarce, undeveloped property in the middle of midtown and lobbied this transfer for years hoping to guide its use to best serve the Municipality’s needs. The property is wrapped on two sides by Cuddy Family Midtown Park - a vibrant 15.4-acre park with

the only full-length speed skating oval in Alaska, and only one of six in the country. The park also contains walking trails, a playground, picnic area and parking. The property is bounded by a commercial box store to the south and East 40th Avenue to the north.

The MOA acquired this property for fair market value and has begun pre-development activities which include completing a re-zone to R-4A and preliminary development concepts.

The *Midtown Economic and Housing Analysis* by Agnew::Beck (2024) estimated demand for new housing will reach 536 new units in Midtown over the next 10 years. The intent of this project is to help meet that demand for housing in Midtown and the goals of the Mayor's *10,000 Homes in Ten Years Strategy*.

Mixed-use development would be compatible with the surrounding properties and would provide much needed housing in Midtown. It would be anchored and complemented by retail, office and other commercial uses.

Submissions will be evaluated based on demonstrations of highest and best use of the available developable square footage, creative development concepts, and requests for municipal assistance. The proposals must include no less than the minimum required residential density of the R-4A district, but higher density is preferred. All proposals will be subject to the existing standards, including minimum residential density, for R-4A zoning in 21.04.020J, but proposals with more density have the opportunity to receive more points during scoring.

Evaluations will focus on the strengths of development plans, development teams, and public benefit of the proposed development of the property.

1.3 Questions

Any questions regarding this Request for Proposal are to be submitted in writing through the **question and answer section of the solicitation on BidExpress or in writing via: wwpur@muni.org**

For ease of identification please identify the RFP number in the subject line of any correspondence.

Purchasing Office hours of operation are: 8:00 a.m. to 5:00 p.m. local time Monday through Friday, excluding Municipal holidays. All questions must be received prior to the deadline indicated on the RFP cover letter.

1.4 Preparation Costs

The Municipality will not be responsible for proposal preparation costs, nor for costs including attorney fees associated with any (administrative, judicial, or otherwise) challenge to the determination of the highest ranked Proposer and/or award of contract and/or rejection of proposal. By submitting a proposal each Proposer agrees to be bound in this respect and waives all claims to such costs and fees.

2.0 RULES GOVERNING COMPETITION

2.1 Examination of Proposals

Proposers should carefully examine the entire RFP and any addenda thereto, and all related materials and data referenced in the RFP. Proposers should become fully aware of the nature of the work and the conditions likely to be encountered in performing the work.

2.2 Proposal Acceptance Period

Award of this proposal is anticipated to be announced within 30 calendar days, although all offers must be complete and irrevocable for 60 calendar days following the submission date.

2.3 Proposal Format

Proposals are to be prepared in such a way as to provide a straightforward, concise delineation of the Proposer's capabilities to satisfy the requirements of this RFP. Emphasis should be concentrated on

- 1) conformance to the RFP instructions.
- 2) responsiveness to the RFP requirements.
- 3) completeness and clarity of content.

2.4 Signature Requirements

All proposals must be signed (electronically through BidExpress or manually/ DocuSign) by an officer or other agent of a corporate vendor if authorized to sign contracts on its behalf; a member of a partnership; the owner of a privately-owned vendor; or other agent if properly authorized by a power of attorney or equivalent document. Signature on the "Letter of Transmittal" (See Para 4.3) will meet this requirement.

Failure to sign the Proposal is grounds for rejection. The name and title of the individual(s) signing the proposal must be clearly shown immediately below the signature.

2.5 Proposal Submission Requirements

2.5.1 Electronic Submission through BidExpress

2.5.1.1 [Bid Express :: Municipality of Anchorage](#)

OR

2.5.2 Submission through Sealed envelope

2.5.2.1 ONE ORIGINAL, single sided unbound of the proposal must be received by the Municipality prior to the date and time specified in the cover letter.

2.5.2.2 IN ADDITION to the copies required by paragraph 2.6.2.1 above, provide a flash drive containing a PDF copy of the complete proposal, including attachments.

2.5.2.3 All copies of the proposals shall be submitted in a single sealed cover which shall be plainly marked as a Request for Proposal Response with the Number and Title prominently displayed on the outside of the package.

2.5.2.4 Proposals must be delivered or mailed to:

Physical Address
Municipality of Anchorage
Purchasing Department
632 W. Sixth Avenue, Suite 520
Anchorage, AK 99501

2.5.3 Faxed or emailed proposals will NOT be accepted.

2.6 News Releases

News releases by or on the behalf of any Proposer pertaining to the award resulting from the RFP shall not be made without prior written approval of the Municipal Purchasing Director.

2.7 Disposition of Proposals

All materials submitted in response to this RFP will become the property of the Municipality of Anchorage. One copy of the submitted material shall be retained for the official files of the Purchasing Department and will become public record after award of the Contract.

2.8 Oral Change/Interpretation

No oral change or interpretation of any provision contained in this RFP is valid whether issued at a pre-proposal conference or otherwise. Written addenda will be issued when changes, clarifications, or amendments to proposal documents are deemed necessary by the Municipality.

2.9 Modification/Withdrawal of Proposals

A Proposer may withdraw a proposal at any time prior to the final submission date by sending written notification of its withdrawal, signed by an agent authorized to represent the agency. The Proposer may thereafter submit a new proposal prior to the final submission date; or submit written modification or addition to a proposal prior to the final submission date. Modifications offered in any other manner, oral or written will not be considered. A final proposal cannot be changed or withdrawn after the submission date, except for modifications requested by the Municipality after the date of receipt and following oral presentations.

Modifications to electronically-submitted proposals may be made any time prior to the proposal deadline using BidExpress.

2.10 Late Submissions

PROPOSALS NOT RECEIVED BY THE DATE AND TIME AND AT THE LOCATION SPECIFIED IN THE RFP COVER LETTER WILL NOT BE CONSIDERED AND WILL BE RETURNED UNOPENED.

2.11 Rejection of Proposals

The Municipality of Anchorage reserves the right to reject any or all proposals if determined to be in the best interest of the Municipality.

2.12 Equal Employment Opportunity Contract Compliance

2.12.1 Every municipal contract shall include language substantially the same as the following: "The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, age, sex, sexual orientation, gender identity, marital status, or physical or mental disability. The contractor will comply with all laws concerning the prohibition of discrimination including, but not limited to, Title 5 and Title 7 of the Anchorage Municipal Code."

2.12.2 Every municipal contract shall state, in all solicitations or advertisements for employees to work under the contract, that all qualified applicants will receive consideration for employment without regard to race, color, religion, national

origin, ancestry, age, sex, sexual orientation, gender identity, marital status, or physical or mental disability.

2.13 Confidential/Proprietary Information

The content of proposals will be kept confidential until the selection of the Contractor is announced. At that time, the selected proposal is open for review to the competing proposers only (except for information properly identified as being proprietary). After the award of the contract, all submitted proposals shall become public information except for properly identified proprietary information. If a proposer wishes individual pages, which contain actual business, proprietary information to be held confidential, each page must be marked and an explanation furnished of its proprietary nature. In addition to marking individual pages, the Proposal's Cover must also be annotated with the words "THIS PROPOSAL CONTAINS PROPRIETARY INFORMATION". "Confidential and Proprietary" information is not meant to include any information which, at the time of disclosure, is generally known by the public and/or competitors. MOA's ability to treat information submitted as confidential is limited by Anchorage Municipal Code. Proposers concerned with the confidentiality of information submitted should familiarize themselves with the following Anchorage Municipal Code provisions:

AMC 3.90 Access to Public Records
AMC 3.90.010 Policy
AMC 3.90.020 Definitions
AMC 3.90.030 Information Available to the Public
AMC 3.90.040 Exemptions for Particular Records

3.0 SCOPE OF WORK

3.1 Development Priorities

An ideal development proposal would consist of residential and commercial mixed use, with preference given to housing. The proposals must include no less than the minimum required residential density of the R-4A district, but higher density is preferred. In addition to housing, respondents should also include at least one complementary use type, such as:

- 3.1.1. Retail serving the general public;
- 3.1.2. Restaurant or cafe;
- 3.1.3. Commercial office space;
- 3.1.4. Child care;
- 3.1.5. Other improvement(s) for uses permitted in *Anchorage 2020 - Anchorage Bowl Comprehensive Plan (2001)*

3.2 Goals for Developing the Site

Development of property shall accomplish the following goals identified in the Proposals:

- Maximizing this prime location by creating a higher and better use.
- Grow and sustain a more vibrant residential/commercial district in the heart of Midtown.
- Create active ground floor spaces that compliment and leverage the surrounding area (i.e. Cuddy Park access, future potential daylighting of Fish Creek).
- Development should be compatible and create synergy for increased usage of Cuddy Park.
- The contribution that the development will make toward increased workforce housing, employment and earnings within the city.
- The degree to which the development may potentially stimulate other desirable economic development and/or development activity (catalytic effect).
- The extent to which the proposed development satisfies a desired or unique niche in the marketplace and helps diversify the city.
- The compatibility of development with land use and development plans as described by Plan goals.
- The demonstrated capacity of the developer to finance, market, manage and package this project including the ability to secure tenants. The developer's demonstrated readiness and ability to proceed on the project including time schedules reasonably described.

3.3 Potential Effects on Development

The Municipality hereby discloses the following that may have an effect on the property:

- 3.3.1. *Development Agreement:*** Execution of a development agreement for the development of the property between the Municipality and the successful respondent. The Development Agreement will contain all provisions of the successful proposal, including concept plans, scope of the project, schedules, financial information and warranties. A

Purchase and Sale Agreement or a Ground Lease Agreement will be attached as an exhibit to the Development Agreement.

3.3.2. *Daylighting of Fish Creek:* An Intragovernmental Use Permit has been recorded on the property at document #2024-025789-0 to allow for the potential future daylighting of Fish Creek.

3.3.3. *Development Covenants:* Respondent shall redevelop the property in accordance with all federal, state and municipal requirements, as established by issuance of a final certificate of occupancy by the Municipality within five (5) years after expiration or earlier termination of the Development Agreement. The proposer may include covenants restricting the use of short-term rentals on the property. Notice of this covenant shall be recorded at closing.

3.3.4. *Security:* Respondent shall deliver a letter of credit in a form satisfactory to the Municipality at closing in the amount of THREE HUNDRED THOUSAND DOLLARS (\$300,000) as security for performance of the development requirements.

3.4 Apprenticeship Utilization & Prevailing Wages

Respondent must agree to implement Apprentice Utilization and Prevailing Wages in the development of the project, as defined below:

Apprenticeship Utilization (AU)” means the Developer will ensure that any contractor or subcontractor who employs four or more individuals for the construction of a project shall demonstrate a verifiable commitment to collaborating with federally recognized apprenticeship programs within the area.

“Prevailing Wage means the minimum rate of pay as outlined in the *Laborers’ and Mechanics’ Minimum Rates of Pay* per Alaska Administrative Code, 8 AAC 30.050 and Alaska Statutes 36.05.010.”

4.0 PROPOSAL AND SUBMISSION REQUIREMENTS

To achieve a uniform review process and obtain the maximum degree of comparability, it is required that the proposals be organized in the manner specified below. Proposals shall not exceed thirty (30) pages in length (excluding letter of transmittal, resumes, title page(s), index/table of contents, required attachments, or dividers). One page shall be interpreted as one side, single-spaced, letter size (8-1/2” X 11”) sheet of paper, **or its electronic equivalent**. Excess pages will be removed prior to evaluation, which could result in incomplete responses and lower scores.

4.1 Title Page

Include the RFP number and subject, the name of your firm, address, telephone number(s), name of contact person, contact information (phone number, email address), and date.

4.2 Table of Contents

List the proposal's sections with page numbers. Include the page numbers for each RFP Evaluation Criterion.

4.3 Letter of Transmittal (Limited to two (2) pages).

4.3.1 Briefly state your firm's understanding of the services to be performed and make a positive commitment to provide the services as specified.

4.3.2 List your company's contact for this RFP along with their phone number and email address.

4.3.3 Provide the name(s) of the person(s) who are authorized to make representations for your firm, their titles, address, email, and telephone numbers.

4.3.4 **The letter of transmittal must be signed by a corporate officer or other individual who has the authority to bind the firm.**

4.4 Evaluation Criteria

4.4.1 Experience and Qualifications of the Development Team (20 points)

4.4.1.1 Provide a detailed summary of the Development Team. Provide a description of the proposed legal structure of the team (i.e. joint venture, limited partnership, limited liability company, etc.) and a team organizational structure chart. The summary should include lead staff (firm) for each element of the project, information on the firm and resumes of key staff. If associates within firms are to be involved, provide specifics of their roles, responsibilities and resumes.

4.4.1.2 Provide a description of each of the key members and the Development Team. At a minimum, identify the entity that will serve as project leader, the design leader, construction leader, and financial lead. Verify these individuals will not be allowed to be changed without the consent of the Municipality.

4.4.1.3 Provide the firm's development experience with comparable public/private mixed-use developments. Descriptions of former projects should include dates, nature of involvement from a financial standpoint; from a management and implementation standpoint; implemented developments; sizes and uses; dates on completion, and references with telephone number(s).

4.4.1.4 Provide a listing of projects of this type completed in the last ten (10) years. Provide details regarding your firms' specific contractual roles and responsibilities. Include the names, addresses and phone numbers of owner references for each project. Provide a description of your firm's approach to providing design-build services. Describe how you perform design review, document coordination, constructability review, value engineering, permitting and subcontract preparation and packaging. Describe your experience working in a team approach with the owner and your Development Team to achieve the best mixed-use developments possible within the established time frame and budget.

4.4.1.5 Respondent must provide sufficient information and documentation to demonstrate that the respondent has the financial capacity to secure any necessary financing to complete the developments as proposed. This may consist of a banking letter of reference or other convincing evidence of financial soundness.

4.4.2 Development proposal alignment with local policies, priorities and goals of applicable plans (30 points)

4.4.2.1 Explain how the proposal is consistent with adopted MOA plans and ordinances, in addition to other external community documents consistent with MOA policies.

- Explain how the proposal is consistent with the Development Priorities described in Section 3.
- Explain why the proposal is a unique mixed-use development project in the best interest of the citizens of the Municipality of Anchorage.
- Describe how the project will create housing alternatives, net new jobs and business opportunities.

4.4.2.2 Provide a comprehensive schedule with major milestones that addresses all phases of planning, entitlements, design, plan review, permits, construction and occupancy. Proposers should commit to a reasonable project time frame.

- Use reasonable assumptions.
- Provide details on phasing, if applicable.

- Provide a construction mitigation plan that identifies potential challenges that neighboring businesses and residents may experience during the development and operating period and propose viable mitigation plans.

4.4.3 Creativity of site design or mixed-use development (20 points)

4.4.3.1 Conceptual Site Plan

- Provide a conceptual site plan for the proposed development showing how the development will occupy the site, what portion (if any) would be used for surface parking, sidewalks, and any special features you might consider. Identify any applicable phasing on the drawings.
- Provide conceptual building elevations(s) or a rendering that indicates the character of your proposed development. This should include an approximate number of stories, some indication of the architectural nature of the development, and quality of the streetscape.
- Provide circulation plan(s) showing transit, vehicular, bicycle and pedestrian access and circulation within and around the site, for the various existing and proposed users.

4.4.4 Additional housing density over 20 dwelling units per acre (maximum of 35 permitted in code) (10 points)

4.4.4.1 Provide project details and describe the project's compatibility to the area and adjacent uses. Clearly detail and define the project including:

- Gross square footage of project and proposed uses; e.g. commercial, retail, residential, office.
- Number of residential units (rental or ownership); note any specific intended user for the product; e.g. affordable or senior housing, market rate housing, workforce housing, etc.
- Number of parking spaces and/or structures
- Describe how the project will exist in context with adjacent buildings, public amenities and other uses.

4.4.5 Requirement for Municipal Assistance (20 points)

4.4.5.1 Describe the economic, fiscal, employment and other tangible public benefits generated by the proposal. Requests for MOA assistance must be limited to assistance the MOA can reasonably

accommodate and be clearly and quantitatively demonstrated to be less than the public benefit generated by the project.

- Qualitative public benefits may be included as support to the well-defined quantitative benefits.
- Specify requested MOA assistance, if any, and include details such as type of assistance, desired length of agreement term, commencement, and completion dates, etc. (Public Private Partnership)
- Request a level of financial assistance that fills a clearly described financial gap in the proposal.
- Specify any assistance with municipal processes that the project may require, such as creating a Planned Unit Development, Reinvestment Focus Area, or variances from site development requirements.

5.0 EVALUATION CRITERIA AND PROCESS

5.1 Evaluation Criteria Weighting

The criteria to consider during evaluations, and the associated point values, are as follows:

Criteria	Points available
1. Experience and Qualifications of Development Team	20 points
2. Development proposal alignment with local policies, priorities, and goals of applicable plans.	30 points
3. Creativity of site design or mixed-use development	20 points
4. Additional housing density over 20 dwelling units per acre (maximum of 35 permitted in code)	10 points
5. Requirement for Municipal Assistance	20 points
Total	100 points

5.2 Qualitative Evaluation Criterion

Firms will be ranked using the following qualitative rating factors for each RFP criterion:

- 1.0 Outstanding
- .8 Excellent
- .6 Good
- .4 Fair

.2 Poor
-0- Unsatisfactory

The rating factor for each criteria category will be multiplied against the points available to determine the total points for that category.

EXAMPLE: If an evaluator decides that the response provided for a criterion that has a maximum of 30 points was “Good,” they will assign a “qualitative rating factor” of 0.6 to that criterion. The qualitative rating factor is then multiplied by the maximum points available (30) for a resultant 18 points.

5.4 Evaluation Process

A committee of individuals representing the Municipality of Anchorage will perform an evaluation of the proposal(s). The committee will score the proposal(s) as submitted. The Municipality of Anchorage reserves the right to award a contract solely on the written proposal.

The Municipality also reserves the right to request oral interviews with the highest ranked firms (short list). The purpose of the interviews with the highest ranked firms is to allow expansion on the written responses. If interviews are conducted, a maximum of three (3) firms will be short-listed. A second score sheet will be used to score those firms interviewed. The final selection will be based on a combination of written proposals and interviews. The same categories and point ranges will be used during the second evaluation as for the first. The highest ranked Proposer after the second scoring, if performed, may be invited to enter into final negotiations with the Municipality for the purposes of contract award.

6.0 SELECTION PROCESS

The Proposer with the highest total evaluation points may be invited to enter into contract negotiations with the Municipality of Anchorage. If an agreement cannot be reached, the second highest Proposer may be contacted for negotiations. This process may continue until successful negotiations are achieved. However, the Municipality reserves the right to terminate negotiations with any Proposer should it be in the Municipality's best interest. The Municipality of Anchorage reserves the right to reject any and all proposals submitted.

7.0 SAMPLE CONTRACT

Due to the nature of this solicitation, the type of contract will be chosen to match the type of proposal that scores the highest and will be agreed upon in negotiations.