



July 2, 2024

Re: Request for Quotes (RFQ)

Dear Sir or Madam:

Chugachmiut requests quotes from qualified land surveyors to conduct a meets and bounds survey to generate an exhibit with a legal description for a vacant lot in Port Graham, Alaska. Chugachmiut will accept and review quotes from firms with demonstrated experience performing meets and bounds land surveys and give priority preference to responses that indicate prior experience working in rural Alaska and previous work with Alaska Native/American Indian tribes and tribal organizations.

The vacant lot, hereafter referred to as Lot A, is in Port Graham, Alaska. It is rectangular and measures 161' by 229', or 36,021.82 sq. ft. total. The lot is undeveloped and not road accessible; access is made by brief hiking through two preceding lots. Lot A has been identified as the future site of a Chugachmiut Head Start facility.

Up to **\$3,000.00** is available for this contract to perform the meets and bounds survey and prepare an exhibit with a legal description for Lot A in Port Graham, Alaska.

We invite you to submit a quote to us by **5 p.m. AKST Wednesday, July 10**, for consideration. A description of our organization, the services needed, and other pertinent information follows:

SERVICES TO BE PERFORMED

The successful applicant will perform a "meets and bounds" survey and prepare an exhibit with the legal description for the Lot A site in Port Graham, Alaska.

Specific contract deliverables include:

1. Travel to Port Graham, Alaska, and conduct a meets and bounds land survey for the Lot A property.
2. From the survey results, draft a legal exhibit of the Lot A property that is detailed and suitable for the legal record.

TIMELINE

All deliverables must be completed and submitted by email or mail by **5 p.m. AKST Monday, September 2, 2024**.



Chugachmiut

BACKGROUND OF CHUGACHMIUT

Chugachmiut is an Alaska Native Tribal consortium and 501(c)3 nonprofit organization incorporated in 1974 to serve and promote the self-determination of the seven tribes of the Chugach Region in Alaska. Chugachmiut provides various services, including healthcare, behavioral health, Head Start, resource management, heritage preservation, and more.

For more information, please visit our website at www.chugachmiut.org.

PROPOSAL CONTENT

To simplify the evaluation process and obtain maximum comparability, Chugachmiut requires all responses to the RFQ to include the following information and be organized in the manner described below:

A. Professional Experience

- Please include a summary, no longer than one page, of your firm’s prior experience performing meets and bounds surveys, working in rural and remote Alaska, and prior experience working with Alaska Native and Native American tribes and tribal organizations.

B. Quote for Services

- Please provide a firm price quote within the stated budget for this contract to perform the meets and bounds survey and draft an exhibit with a legal description for Lot A at Port Graham, Alaska.

C. Client References

- Include a list of clients relevant to this contract you have served for the past three years. Please provide names, telephone numbers, and email of references we may contact.

PROPOSAL TIMETABLE

RFQ Distributed	July 2, 2024
Quotes due to Chugachmiut	July 10, 2024
Evaluation of Quotes & Notification of Contract:	July 10 to July 12, 2024.

Chugachmiut will evaluate quotes on the following criteria:

- Reasonableness of Cost for Services
- Quality of References
- Prior experience working with Alaska Native/American Indian tribes and tribal organizations
- Prior Experience working in rural/remote Alaska communities



KEY CONTACTS

Kristin Ramstad, Head Start Director. Phone: 907-334-0123. Email: kristinr@chugachmiut.org

Andrew C. Garner, Grants Administrator. Phone: 907-334-0133. Email: andrewg@chugachmiut.org

Please submit your quote via email to Andrew C. Garner or by mail to ATTN: Andrew C. Garner, Chugachmiut, 1840 Bragaw Street, Office 214, Anchorage, AK 99508-3463.

Regards,

Andrew C. Garner
Grants Administrator