

**ANCHORAGE COMMUNITY DEVELOPMENT AUTHORITY
REQUEST FOR PROPOSAL RFP 2025-01
Microunits for Recovery Residences: Procurement or Construction of Microunits,
Site Development, and Placement of Microunits**

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SECTION 1. GENERAL INFORMATION

1.1 Project Background

The **Microunits for Recovery Residences** project is a key element of Mayor Suzanne LaFrance's [10,000 Homes](#) and [Homelessness and Health](#) strategies. With this RFP, the Municipality is seeking innovative, collaborative proposals from qualified teams of construction and design professionals, community organizations, and others interested in developing scalable, feasible forms of microunits¹ for year-round habitation.

The goal of the **Microunits for Recovery Residences** project is to test the feasibility of microunits to provide transitional living and low-barrier access to recovery supports and behavioral health treatment.

The Municipality of Anchorage (MOA) has allocated funds from its portion of the opioid settlement funds, which resulted from a successful lawsuit against pharmaceutical manufacturers of prescription opioids that have proven to be extremely addictive and have devastated the lives of many individuals and families in our community. The Anchorage Health Department is the [steward of the opioid settlement funds](#) for the Municipality of Anchorage. In recent years, Alaska has had one of the highest rates of opioid overdose deaths in the country. In 2023, nearly two-thirds of fatal overdoses in Alaska occurred in Anchorage.

Part of the Municipality's response to the related crises of homelessness and substance use disorder is to test innovative approaches that can rapidly scale up transitional living and low-barrier housing units and ease access to behavioral health treatment and recovery supports. This project was identified through a community taskforce in 2023² and from research of successful models operating in other communities and in Anchorage. This project was presented to the Assembly Housing and Homelessness Committee on May 21, 2025; the presentation and recording can be found here [Assembly Housing and Homelessness Committee Webpage](#).

In 2024, the [In Our Backyard](#) project was launched by a group of individuals and an Anchorage faith community to see what they could do to help individuals experiencing homelessness. The Municipality assisted by making changes to zoning and building codes that allowed the project to take place.

Over the last five years, the [State of Alaska made changes to Medicaid-reimbursable behavioral health services](#) to allow additional services to be delivered that are community-based and grounded in best practices. The operation model proposed for this project is a

¹ A "microunit" is a one-room living space. The microunits proposed in this project will be approximately 80-100 square feet and designed for single occupancy use. Building standards should incorporate factors such as energy efficiency, snow load, wind and other weather elements. Each unit may be "dry"/unplumbed, for water or include standard or innovative approaches to water and sanitation. If the units are "dry", separate accommodations for adequate toilets and showers on the property must be included.

² <https://www.muni.org/Departments/Assembly/Pages/Complex-Behavioral-Health.aspx> and

[Recovery Residence](#). This treatment program is operating successfully in Wasilla and in Fairbanks and this project seeks to implement that model here in Anchorage.

The operator of the Recovery Residence is **not** being selected through this RFP. The operator will be selected through a separate RFP process issued by the Anchorage Health Department.

This project seeks to test the ability to rapidly scale up and down units to serve people experiencing homelessness and in need of behavioral health treatment. The results of the pilot phase will identify feasible ways to use similar approaches in other locations around the Municipality.

The Municipality is very interested in using labor from apprenticeship programs and union-led initiatives to encourage development of a qualified workforce and to develop relationships between construction professionals and these programs. For this specific project, the Municipality is interested in partnerships with unions to engage “barrier-impacted apprentices”, which means individuals enrolled in apprenticeship programs who face significant barriers to employment, including but not limited to experiences of homelessness, incarceration, substance use disorder, or addiction.

The Municipality encourages collaborative efforts between construction and design professionals, community organizations, volunteer groups, faith communities, unions and apprenticeship programs, manufacturers of innovative housing types, and researchers to propose projects that can effectively and efficiently deliver the requested scope of work.

1.2 Purpose of the RFP

The purpose of this RFP is to select a qualified team that can effectively and efficiently deliver the Scope of Work described in Appendix A. This includes the construction and/or procurement of between 16-30 Microunits, and site design and development, including associated utility connections and infrastructure. The successful bidder will bring the required expertise to the project to deliver a product that meets project specifications and budget within a short timeframe with the site and units available for occupancy by October 15, 2025.

This proposed project will operate for a two-year pilot phase. During that time the Anchorage Community Development Authority will act as the property manager for the facilities and infrastructure of the site. The Anchorage Health Department will act as the oversight and contract manager for the operator of the Recovery Residences.

During the two-year pilot, the Municipality will closely monitor the performance of the units, site, and the program operating in the units. The Administration will make regular updates to the Assembly and the community-at-large to report on the results of this pilot phase. At the completion of the pilot phase the Municipality will determine whether to continue at the current location or move the units to other sites.

The Anchorage Community Development Authority (ACDA) is requesting proposals from qualified teams to design and construct, or procure and install, between 16-30 micro housing units, approximately 1,000 square feet of office/common area, an enclosed or

fenced pet area, adequate facilities for toilets and showers, and security fencing for resident safety with entry gates and signage, on or before October 15, 2025.

The scope and deliverables of the contract are described in Appendix A: Scope of Work and will include:

- a) Site and Microunit planning and design: This includes a site plan with utility locations, driveway into the site, building designs, temporary foundation design, building locations, fencing or other enclosure, security gate, any required signage.
- b) Microunit development: Procurement and/or construction of between 16-30 micro housing units and associated support facilities, as described in Appendix A.
- c) Development of the completed site ready for occupancy at one (1) location in Anchorage, Alaska. This includes delivery and/or construction of all buildings, utility connections, driveway, parking, fencing and gate, and landscaping.
- d) Obtain all MOA-required entitlement and development applications, and all permits and inspections. This may include a right-of-way permit, utility connections permitting, development services permitting including the fence and buildings, and certificate of occupancy. The project schedule should factor in the timeframes for seeking permits and inspections. Development Services will assist in the process for obtaining these permits but cannot guarantee expedited timelines.
- e) The successful proposer will complete the work and be paid through a contract with ACDA. The MOA will fund the project through an agreement with the ACDA.

1.3 Location

The project location will be one of the following two options:

- Municipality-owned site **OR**
- Bidder-controlled site (ACDA reserves the right to inspect all applicants' proposed sites).

A bidder-controlled site must meet the site specifications identified in Appendix A and include that the site be:

- Within either municipal or the bidder's control for the two-year pilot phase;
- Level, paved, with close connection to utilities;
- Able to be fenced or enclosed to allow the operator to monitor entrance and exit from the site; and,
- Large enough to accommodate the proposed number of units and support facilities.
- Zoned appropriately.³

A Municipality-owned site will be a parcel owned by the MOA, most likely located south of E. Tudor Road and east of the former Tozier Track area. See approximate site location

³ Table of Allowed Uses can be found here:
<https://www.muni.org/Departments/OCPD/Planning/Projects/t21/T21%20Adopted%20Chapters%20and%20Ordinances/Chapter%205.pdf>

outlined in red in Figure 1. Additional information about the Municipality-owned site will be provided to potential bidders at the pre-proposal conference (see 2.5).

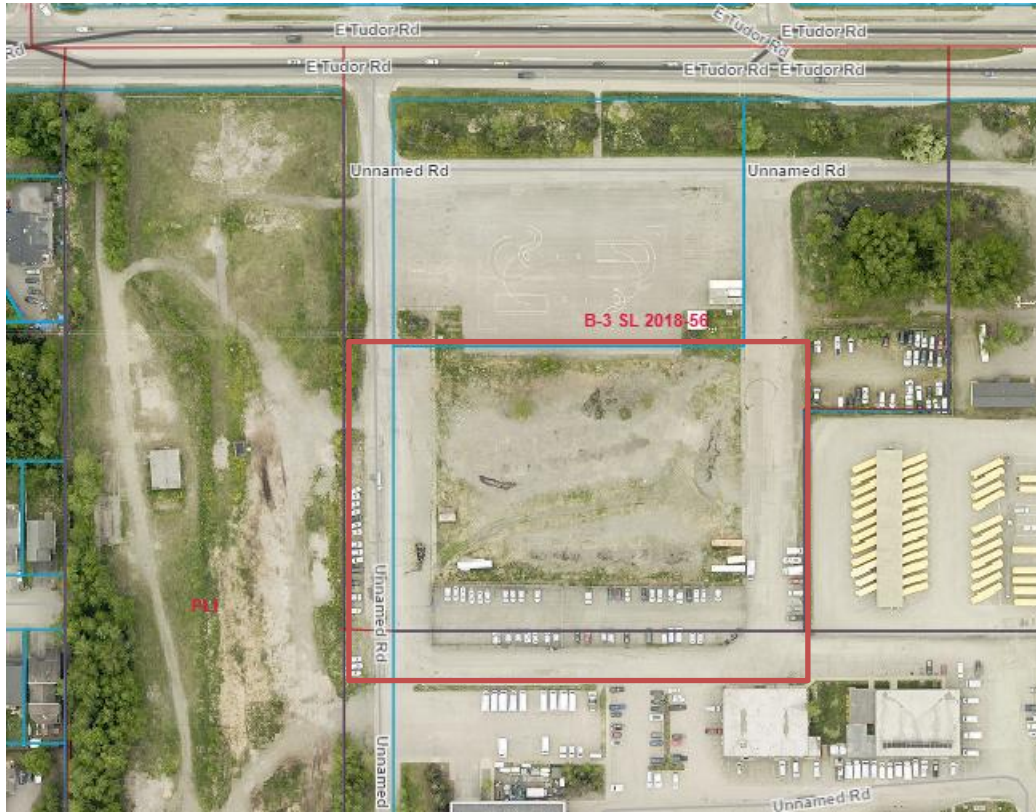


Figure 1: Outlined Area Identifies Approximate MOA-owned Site Location

1.4 Budget

Available funding for this project is \$1,020,000. Proposals will be scored according to the criteria identified in Section 5. Additional points will be awarded for proposals that identify partnerships and innovations such as working with apprenticeship labor programs, incorporating volunteer labor, providing a site with existing utility connections or available toilet and shower facilities, using innovative methods to reduce the unit cost of each structure, etc.

1.5 Project Timeline

Table 1: RFP Timeline

Item	Date
Note: ACDA reserves the right to modify schedule and issue Addenda at its discretion.	
RFP Issuance	June 23, 2025
Question Submission Deadline	June 27, 2025

ACDA Response to Questions	July 1, 2025
Proposal Submission Deadline	4:00 pm AST, July 21, 2025
Announcement of proposal finalist(s)	July 24, 2025
Oral interview(s) with proposal finalist(s)	July 28, 2025
ACDA Notification of Rankings/ Determination on Proceeding	July 30, 2025
Target activation date	October 15, 2025

1.6 Sub-contractors and Joint Ventures

Sub-contractors or teams may be used to perform the scope of work. If a proposer intends to use sub-contractors, the proposer must identify the names of the subcontractors and the portions of the work the sub-contractors will perform. The proposer will be considered the “Prime Contractor” and will be responsible for all contractual obligations with its sub-contractors.

The proposer shall hold ACDA, MOA and its agents harmless for any and all fiduciary obligations made between the proposer and its sub-contractors. The proposer is ultimately responsible for all scheduling and deadline requirements of said sub-contractors. ACDA will consider the proposer the point of contact for the entire project and will communicate directly to the proposer. It is the responsibility of the proposer to coordinate and communicate with any and all sub-contractors.

Joint ventures are acceptable. If submitting a proposal as a joint venture, the proposer must submit a copy of the joint venture agreement which identifies the principals involved and their rights and responsibilities regarding performance and payment. The proposer will provide a point of contact to ACDA to act on behalf of the joint venture (if applicable).

1.7 Preparation Costs

ACDA shall not be responsible for proposal preparation costs or for subsequent negotiations and/or proposal modification requests, nor for costs including attorney fees associated with any challenge (administrative, judicial or otherwise) 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.

SECTION 2. RULES GOVERNING COMPETITION

2.1 Examination of Request for Proposals

Proposers should carefully examine the entire RFP and any addenda thereto, and all related materials 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 Confidentiality

The content of all proposals will be kept confidential until the selection of the proposer is publicly announced. After the award of the proposer, all proposals will then become public information. However, the proposer may elect to identify certain portions of the submitted proposal as confidential, subject to the terms of the Alaska Public Records Act, and request that such identified portions remain confidential after the selection of the proposer. Any such section that is not protected under the Alaska Public Records Act shall be subject to public release. A proposer must provide a detailed statement providing legal support to its request for maintaining any portion of its proposal as “confidential/proprietary.” This request must be attached to the proposer’s submission in a conspicuous location. The proposer shall be responsible for defending the release of any portion of a requested section of its proposal that has been marked confidential, including any and all legal costs. ACDA shall promptly notify a proposer of a request for release of its proposal under the Alaska Public Records Acts and proposer shall have the burden of defending any such release of identified confidential materials or portions of its proposal marked “confidential.”

ACDA reserves the right to publicly release the names of all proposers and their team members at the time the qualified proposals are selected. ACDA also reserves the right to publicly release the rankings of the proposals and/or ACDA’s intent to negotiate with a selected proposer.

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. A proposal may be signed by an officer or another agent of a corporation, if authorized to sign contracts on its behalf; a general partner of a partnership; manager of an LLC; 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” will meet this requirement (Section 4.3.). The name and title of the individual(s) signing the proposal must be clearly shown immediately below the signature. ***Failure to sign the Proposal is grounds for rejection.***

2.5 Site Visit, Due Diligence Documents, and Pre-Proposal Conference

The Municipality-owned site location is described in Section 1.3 of this RFP.

All respondents are strongly encouraged to physically inspect the site if the bidder plans to use the Municipality-owned site. ACDA assumes no responsibility for the disclosure of matters which would have been disclosed by an inspection of the property.

A mandatory pre-proposal meeting and walk-thru will be held at **10 a.m. on June 27, 2025**. To attend this meeting, meet MOA and ACDA representatives in front of the Elmore Permit Center at 10 a.m. at 4700 Elmore Rd, Anchorage, AK 99507.

Any questions regarding this proposal are to be submitted online at <https://www.acda.net/acda-rfp>. Questions posed via any other medium will not be accepted. All questions posed will be answered promptly. All prospective proposers may pose questions and then review the answers provided by ACDA on the RFP website page.

*Note: ACDA reserves the right to release these announcements to the public, as well as the names of the teams who submitted proposals.

2.6 Rights reserved expressly for ACDA

- a) The commencement of negotiations does not commit ACDA to accept all the terms of the proposal.
- b) Final terms of any agreement will be agreed upon during negotiations.
- c) This RFP does not commit ACDA to enter into an agreement, nor does it constitute an agreement by ACDA or that any contract will actually be entered into by ACDA.
- d) ACDA reserves the right to add additional terms and conditions.

2.7 Proposal Submission

ACDA, on or prior to the date and time specified in the cover letter, must receive the proposal, in its entirety, via <https://www.acda.net/acda-rfp> or delivered to our office by **4:00 pm AST, July 21, 2025** at 245 West 5th Avenue, Suite #122, Anchorage, AK 99501. Proposals or portions of proposals will not be accepted via any other means.

Please call or email Melinda Gant at 907-297-4415 or mgant@acda.net for assistance, if difficulties are encountered in accessing the RFP.

2.8 News Release

News releases pertaining to the award resulting from the RFP's shall not be made without prior written approval of ACDA.

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

2.9 Oral Change/Interpretation

The provisions of this RFP cannot be modified by oral presentation or statements. If inquiries or comments by Proposer(s) raise issues that require clarification by the ACDA,

or ACDA decides to revise any part of this RFP, addenda will be provided via <https://www.acda.net/acda-rfp>.

2.10 Modification/Withdrawal of Proposals

A respondent may withdraw a proposal at any time prior to the final submission date. The respondent 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. A final proposal cannot be changed or withdrawn after the proposal acceptance window has closed.

2.11 Late Submissions

Proposals submitted after the proposal acceptance window deadline (July 21, 2025), will be rejected by ACDA.

Proposals delivered to ACDA office after the required deadline will also be rejected.

2.12 Rejection of Proposals

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

2.13 Insurance Requirements

Insurance requirements are provided below. Proof of insurance is required at award time. Insurance does not need to be included in the Proposers proposal. Inability to provide appropriate documentation is grounds for disqualification.

1. Employers Liability and Workers Compensation: Per State of Alaska Statutes.
2. Comprehensive Automobile Liability Bodily Injury and Property Damage: \$500,000 combined limit to include: owned, hired, and non-owned.
3. Excess Liability Insurance: Umbrella form in the amount of \$1,000,000 combined Bodily Injury and Property Damage.
4. Comprehensive General Liability: \$500,000 combine limit each occurrence an aggregate to include:
 - (1) Bodily Injury
 - (2) Property Damage Liability Premises Operations including explosion
 - (3) Collapse and Underground Products and Completed Operations
 - (4) Broad Form Property Damage
 - (5) Blanket Contractual Personal Injury
5. Professional Liability: in the amount of \$1,000,000.

SECTION 3. SCOPE OF WORK

Well-planned management and coordination of a team of professionals is needed to successfully complete this project. This includes management of all sub-contractors and

joint venture partners, if applicable. The contractor awarded this project shall be responsible for the scope of work provided in Appendix A.

SECTION 4. SUBMITTAL FORMAT

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:

4.1 Title Page

Show the RFP number and subject, name, title, the name of your firm, address, telephone number(s), email address, fax number or primary office where the project business will be conducted, name of contact person, and date.

4.2 Table of Contents

Clearly identify the elements of the proposal by section and page number.

4.3 Letter of Transmittal

- a) Briefly state your firm's understanding of the services to be performed. Make a positive commitment to providing the services as specified. Note any potential conflicts of interest.
- b) Identify any subcontractors or project partners including firm name, contact information, and role on the project.
- c) The letter of transmittal must be signed by an individual who has the authority to bind the proposer.

4.4 Proposers Qualifications and Experience

- a) Discuss specific qualifications, qualifications and relevant experience with this type of contract.
- b) Discuss any experience performing site development and construction work of this scope and nature, especially in Anchorage.
- c) Demonstrate an ability to meet budget and schedules.
- d) Provide at least three (3) references from clients with whom the proposer has a similar or ongoing design and construction work.

4.5 Project Manager and Key Staff

- a) Identify the Project Manager who will have principal charge of the project. Include their specific qualifications and how the Project Manager will interface with ACDA staff.
- b) Describe the organization of the project team, its members and roles, and any specific project leads.

4.6 Project Approach: Unit and Site Design and Development

The following will be evaluated and scored for completeness and creativity:

- a) Include a discussion of your team's understanding of the project and its objectives, innovative approaches to site and facility design and technologies, and potential obstacles to successful completion of the project, and how potential obstacles could be overcome.
- b) Provide a concept-level site layout and facility design that meets the requirements of the scope of work. Include this information in the proposed scope of services.

4.7 Community Partnerships and Contributions

- a) Identify any community or volunteer partners and their roles on the project.
- b) Describe proposed use of apprenticeship, union, and/or volunteer labor; specifically describe any proposed use of "barrier-impacted apprentices", which means individuals enrolled in apprenticeship programs who face significant barriers to employment, including but not limited to experiences of homelessness, incarceration, substance use disorder, or addiction.
- c) Identify any discounted materials or unit costs from in-kind contributions from contractors, manufacturers, and/or vendors.

4.8 Proposed Schedule

Provide a comprehensive schedule with major milestones that addresses all phases to complete the scope of work. Proposers should commit to a reasonable project time frame. The final schedule will be approved with input from ACDA and partnering MOA departments.

- 1. Use reasonable assumptions.
- 2. Provide details on phasing, if applicable.
- 3. Provide a Gantt chart of the proposed timeline.
- 4. Identify critical path issues that could impact the timeline.
- 5. Demonstrate ability to meet budget and scheduling requirements.

4.9 Estimate Cost of the Project

Proposers must provide a general estimate of all costs and fees. Relate the costs and fees to proposed tasks and milestones.

SECTION 5. EVALUATION CRITERIA AND PROCESS

ACDA will evaluate and rank the proposal as submitted. ACDA reserves the right to award a contract solely based on the written proposal.

ACDA 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 upon the written responses.

If interviews are conducted, a maximum of two (2) firms will be short-listed. A second score sheet will be used to score those firms interviewed. The final selection will be based on the total of all evaluators scores achieved on the second rating. 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 final negotiations with ACDA for the purposes of the contract award.

Project Cost and Timeline	25 Points
Project Team and Key Staff Experience and References	30 Points
Project Approach: Unit and Site Design and Development	25 Points
Community Partnerships and Contributions	10 points
Proposer has own site	5 Points
More than 24 living units OR between 16 and 24 units with self-contained sanitation (toilet, shower)	5 Points

The Proposer with the highest total evaluation points may be invited to enter into contract negotiations with ACDA. 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, ACDA reserves the right to terminate negotiations with any proposer should it be in ACDA's best interest. ACDA reserves the right to reject any and all proposals submitted.

SECTION 6. CONTRACT

The firm selected by ACDA will be expected to enter into a written contract with ACDA. Unconditional refusal to accept the contract provisions proposed by ACDA without offering acceptable alternatives may result in disqualifications of the Proposer or a less favorable evaluation of its proposal. The contract anticipated effective dates are from July 21, 2025 through October 31, 2025.

6.1 Contract Negotiations:

The submission of a proposal in response to this RFP constitutes the agreement of the Proposer that any contract resulting from this RFP will be prepared by ACDA.

6.2 Contract Type

This is a draw-down contract based on milestone achievements.

6.3 Proposal as Part of the Contract

Parts or all the submitted proposal may be used to develop the contract.

6.4 Proposal Payment Procedures

ACDA will finalize a negotiated payment schedule during contract negotiations.

6.5 Contract Personnel

ACDA must be informed of any changes to the project management team members originally named within the submitted proposal by the Proposer.

SECTION 7. Insurance, Licensing, Bonding

7.1 Certificate of Insurance

The successful Contractor shall furnish ACDA a certificate of insurance pursuant to the provisions of RFP Section 2.11 – Insurance.

7.2 Licensing and Bonding

The successful Contractor shall furnish ACDA with appropriate documentation demonstrating licensure and bonding.

Appendix A: Scope of Work

Microunits for Recovery Residences: Procurement or Construction of Microunits, Site Development, and Placement of Microunits

The Anchorage Community Development Authority (ACDA) is requesting proposals from qualified teams to design and construct or for procurement and installation between 16-30 micro housing units, approximately 1,000 square feet of office/common area, a fenced pet area, adequate facilities for toilets and showers, and security fencing for resident safety with entry gates and signage, on or before October 15, 2025.

The project location will be one of the following two options:

- Municipality-owned site OR
- Bidder-controlled site.

Site specifications are identified in Appendix A and include that the site be:

- Within either municipal or the bidder's control for the two-year pilot phase;
- Level, paved, with close connection to utilities;
- Able to be fenced or enclosed to allow the operator to monitor entrance and exit from the site and;
- Large enough to accommodate the proposed number of units and support facilities.
- Zoned appropriately.

The Municipality-owned site will be a parcel owned by the MOA, most likely located south of E. Tudor Road and east of the former Tozier Track area. See approximate site location outlines in red in Figure 1. Additional information about the Municipality-owned site will be provided to potential bidders at the pre-proposal conference (see 2.5).

1. Project Outcomes

Innovation is encouraged and various technologies for facilities, site design and development, and infrastructure will be considered. Proposers should identify how they will accomplish the following outcomes:

1) Development of microunits.

The project will create between 16-30 micro housing units by October 15, 2025.

1. Design Quality, Features and Parameters: Each unit shall be approximately 80-100 square feet and designed for single occupancy use. Building standards should incorporate factors such as energy efficiency, snow load, wind and other weather elements. Each unit may be "dry"/unplumbed, for water or include standard or innovative approaches to water and sanitation. If the units are "dry," separate accommodations for adequate toilets and showers on the property must be included.
2. Electrical connections, which could include RV-style electrical pedestals for temporary power.

3. Each unit must be furnished with:
4. A minimum of one (1) overhead light with switch, preferably sealed LED
5. A minimum of one (1) egress window not less than twenty-four (24) inches height and not less than twenty (20) inches wide
 - a. Smoke and CO alarm
 - b. Fire extinguisher
6. Heaters shall be ceiling, floor, or wall mounted, electric, controlled with a timer or thermostat. Portable heating units will be prohibited.
 - a. Microwave
 - b. A minimum of a twin bed and an under-bed storage box
 - c. Mini-fridge
7. A minimum of two (2) power outlets and appropriate wiring to designated power source.
8. Other amenities as deemed necessary and identified during contract negotiations.
9. All construction must conform to the Anchorage municipal building codes or secured written approval from the MOA building official.

2) Development of facilities for residents and site management services.

10. One (1) exterior common space area to serve the entire site of at least 400 square feet.
 1. Two (2) office spaces at 200 square feet each.
 2. One (1) interior common space area to serve the entire site of at least 500 square feet.
 3. Eight (8) foot tall security fencing with two (2) gates (1 vehicle-double gate, and 1 person-entry gate), to include privacy slats and safety features. The fencing should adequately secure the site. Alternatively, the bidder may propose a different means of enclosing the site that allows similar level of access control to a fence. NOTE: If site already is fenced or similarly enclosed, bidder should identify any necessary modifications to existing fence or enclosure.
 4. On-site or nearby street vehicle parking for ten (10) vehicles.
 5. One (1) fenced or similarly enclosed pet area at approximately 10 feet by 10 feet or 100 square feet. Fencing will consist of standard four-foot high chainlink with entry gate and signage or comparable enclosure.
 6. One (1) screened garbage collection area accessible to vehicle pickup.

7. One handwashing station, if not available in toilet facilities.
8. Adequate number of toilets and showers to serve the proposed number of microunits. These can be provided in a separate facility from the units or incorporated into the units.
9. On-site bicycle parking either at living units or located within vehicle parking area.
10. On-site storage for resident belongings is not required but would be a welcome addition.

3) Site design and development, infrastructure, placement of microunits.

1. Provide a description of the project location specifying the following:
2. Municipality-owned site OR bidder-controlled site
 - a. If a bidder-controlled site, describe site control for the two-year pilot phase;
 - b. Site characteristics such as topography, surface, proximity to utilities, and other relevant information to determine suitability;
 - c. Able to be fenced or enclosed to allow the operator to monitor entrance and exit from the site; and,
 - d. Large enough to accommodate the proposed number of units and support facilities.
3. Zoned appropriately including site characteristics, zoning, size, proximity to infrastructure connections.
4. Provide a site plan with elevations, road access, building placements, utilities, parking, outdoor gathering areas, pet areas, or other.
5. Construction work that includes:
 - a. Delineating the entrance and/or driveway onto the site.
 - b. Grading and leveling the building sites.
 - c. Temporary/movable foundations for each building type.
 - d. Enclosing and/or fencing of the site.
 - e. Connections to utility services.
 - f. Location of all support facilities and areas.
 - g. Adequate parking for staff and residents.
 - h. Clear site of any debris or safety hazards.

2. Materials

The selected contractor shall provide all materials and equipment necessary to complete the scope of work.

3. Quality of Workmanship

All work shall be quality work performed according to the industry standard, Anchorage code and to the complete satisfaction of ACDA. The contractor shall provide sufficient staffing for the satisfactory performance of this work at the frequencies and within the time parameters specified.

4. Personnel Qualifications

All personnel used by the contractor for the performance of this work shall be properly trained and qualified to perform services of the type and scope described herein in accordance with OSHA standards. The contractor shall provide evidence of the qualifications of any personnel performing work under this contract upon commencement of the contract and upon additional hire and/or replacement to ACDA. ACDA reserves the right to refuse to accept services from any personnel deemed by ACDA to be unqualified, disorderly, or otherwise unable to perform the assigned work.

The designated supervisor shall be available at all times while work is in progress to receive notices, reports, or requests from ACDA, and to properly direct crew to respond when necessary.