



# RurAL CAP

Rural Alaska Community Action Program, Inc.

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Anchorage, AK 99501  
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[www.ruralcap.org](http://www.ruralcap.org)

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**REQUEST FOR INFORMATION (RFI)**  
**RurAL CAP-SH-25-I-004**

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**Bragraw Roof Replacement**

Prepared By: Darrel Behymer, CPP  
Date 05/13/25

**RurAL CAP-SH-25-I-004 RFI**  
**Bragaw Roof Replacement**

**SECTION ONE**  
**INTRODUCTION AND INSTRUCTIONS**

**1.01 Purpose of the RFI**

Rural Alaska Community Action Program (RurAL CAP) is soliciting information from potential bidders to inspect our roof systems located at 525 and 535 Bragaw Street, to help determine the cost to do a complete replacement of the roof systems. This action will help RurAL CAP if the cost to the replacement is worth the cost to replace the roof or teardown the buildings.

The information, data, comments, or reactions obtained may be used as research for future solicitation. This RFI does not constitute an Invitation for Bid, Request for Proposal, or Informal Request for Bid or Proposal and is not to be construed as a commitment by RurAL CAP.

RurAL CAP will review all responses received. If RurAL CAP decides to issue a solicitation for commodities or services, the procurement will be conducted in accordance with RurAL CAP's Procurement Policy and Procedures.

**1.02 Contact and Response Information**

Submit your question about the project to the Facilities and Project Manager, Chris Giffith, at [cgriffith@ruralcap.org](mailto:cgriffith@ruralcap.org) he is the point of contact for this RFI. Please submit responses to [procurement@ruralcap.org](mailto:procurement@ruralcap.org) by the deadline specified in the RFI Schedule. Please reference the Solicitation Number and Title.

From May 13 – 26. If you want to inspect the site with Chris Griffith, please contact him to set that meeting up. He can also be contacted by phone at 907-868-4618.

**1.03 RFI Schedule**

EVENT	DATE
RFI issued	5/12/25
Deadline for Submission of Questions and Requests for Clarification by 4 PM Alaska Standard Time.	5/27/25
Amendment with Responses to Questions and Requests for Clarification issued approximately (if required)	5/28/25
Deadline for Submission of Responses by 4PM Alaska Standard Time.	6/02/25

**1.05 Questions and Requests for Clarification**

Please submit any questions or requests for clarification about this RFI in writing to Chris Giffith by the deadline for submission of questions and requests for clarification identified in the RFI Schedule.

**1.06 Notice Provided – On RurAL CAP's website**

This RFI and any related amendment and notices will be posted on the RurAL CAP website at: <https://ruralcap.org/connect/requests-for-proposals/>

Notices related to this RFI will be sent to the Bidders List for the commodity or service needed and other known potential vendors.

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Additionally, vendors may request to receive notices related to this RFI by contacting the procurement coordinator Darrel Behymer, CPP, at [procurement@ruralcap.com](mailto:procurement@ruralcap.com) with the following information: RFI title, the business name, contact person and email address.

**1.07 Respondents Responsible for All Preparation Costs**

Respondents are responsible for all costs associated with the preparation, submittal, and presentation of their response to this RFI.

**1.08 Confidentiality Information**

The content of all bids will be kept confidential. Once the review has been completed, a letter shall be issued to individuals or businesses who submitted their information. This letter will inform on what direction RurAL CAP will take on this project.

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**SECTION TWO  
GOAL AND BACKGROUND INFORMATION**

**2.01 Goal and Background Information**

RurAL CAP, Supportive Housing, is requesting information on the cost, timing and if it is practical to replace the roofs systems on 525 and 535 N Bragaw Street. Both properties, part of RurAL CAP's housing portfolio, have been identified as critical due to severe structural deficiencies with their roof systems. Immediate replacement has been recommended to avoid potential collapse due to snow loads and existing structural distress. More background information can be found on the attached Bragaw Roof Report, to help provide extra insight into the project.

**2.02 Information Requesting**

RurAL CAP is requesting information on the cost of removing, disposal of the old roof and installing a new roofs system on the properties mentioned above. This will help RurAL CAP to determine if it's worth replacing the roof or dispose of the buildings.

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**SECTION THREE**  
**RESPONSE FORMAT AND CONTENT**

**3.01 Response Preparation Instructions**

Respondents are asked to provide a response in the following format:

**A. Introduction**

Please provide:

1. Contact name, phone number, and email
2. Business name, address, and phone number

**B. Technical Response**

Respondents are asked to provide the following information:

1. Proposed Project outline
2. Estimated schedule / timeframe
3. Estimated cost of the project
4. Vendor recommendations

Respondents are asked to provide estimated costs to help determine which direction RurAL CAP should take with this project.

Any cost estimates requested are for budgeting purposes only. Responders will not be held to price estimates provided as part of the RFI should STATE later decide to issue a competitive solicitation.