

Municipality of Anchorage

Port of Alaska

**PORT OF ALASKA MODERNIZATION PROGRAM
DESIGN/BUILD SERVICES FOR
HELIPAD AND ACCESS ROAD**

REQUEST FOR PROPOSAL NO. 2026P002

SECTION V

Sample Contract

Exhibit I

Front End Engineering Design (FEED) Documents

Part III

POA Right of Way Permit Application

MUNICIPALITY OF ANCHORAGE

APPLICATION FOR RIGHT OF WAY PERMIT

Municipality of Anchorage
Development Services Department
Right of Way Section
4700 Elmore Road - Anchorage, AK 99507
Phone 907-343-8240
MOAROWrequests@muni.org

PRIMARY SITE

Street # N/A Street Name Undeveloped Terminal Road ROW, Port of Alaska Parcel # 00201119000
Nearest Cross Street N/A Plat 2015-140/122 Grid SW1030
Subdivision Name N/A Block N/A Lot N/A Tract H

APPLICANT AND CONTACT

Permittee Municipality of Anchorage/Port of Alaska ☐ Contractor ☐ Utility ☒ Owner
Mailing Address 1871 Anchorage Port Road City Anchorage State AK Zip 99501

PROJECT DETAILS

Type of Permit ☐ General ☐ Rental ☐ Driveway ☐ Utility ☐ Street Maint. ☐ MOA* ☒ Encroachment
*MOA Project Name Helipad Access Road/Terminal 1 Electrical Substation Project # N/A
Work Order # N/A Utility Acct # N/A
Activity Date: From 6/2026 To 9/2028
Description: The Port of Alaska requests encroachment into the 80-ft ROW, within Parcel 00201119000, at various locations for the construction of a 24-ft wide paved access road and electrical substation to support the Port of Alaska Modernization Program. Encroachments will include a total of approx. 1,850-LF of access road construction and approx. 455-LF of construction associated with new electrical substation as shown in attached Figure 2, ROW Encroachment.

ROAD CLOSURE DETAILS Use Supplement Worksheet for additional closures

Road Name N/A ☐ Full ☐ Partial ☐ None ☐ Sidewalk Only
Adjacent to _____ TCP Attached? ☐ Yes ☐ No ☐ On its Way
Closure Dates: From _____ To _____ Hours of Closure From _____ To _____

A full road closure or a partial road closure on a classified arterial or collector street requires an approved Traffic Control Plan (TCP) signed by MOA Traffic Department. Consult the OS&HP to determine road classification.

RIGHT OF WAY DETAILS Check all that apply. Use Supplemental Worksheet for additional rights of way.

Location Type	Surface Material	Road Prism	Pavement Age	Construction Method	Curb & Gutter
☒ MOA Right of Way	☒ Gravel / Dirt	(see reverse)	☐ 1orLessYr	☐ Trench Open	☐ None
☐ Utility Easement(s)	☐ Asphalt	☐ Inside	☐ 1to2Years	☐ Boring/Trenchless	☐ Type 1
☐ Drainage Easement	☐ RAP/Chip	☐ Outside	☐ 2to3Years	☐ Existing Conduit	☐ Type 2
☐ Public Use Easement	☐ Concrete	☐ N/A	☐ 3YearsPlus	☐ Aerial	☐ Type 3
☐ BLM Easement	☐ Grassy Area		☐ No Cut Required	☐ Closure Only	☐ Type 4
☐ Pedestrian/Bike Trail	☐ Undeveloped			☐ Maintenance Only	☐ _____
☐ Sidewalk				☐ N/A	
☐ Alley					

_____ Lineal Feet Parallel to Right of Way Centerline

I certify I am the owner/authorized representative for the project described in this Right of Way Permit application and that all work will comply with federal, state and municipal codes, regulations, relevant design criteria and conditions of the permit.


Signature Michael K. Abbott Date 12/04/2025 Phone 907-343-6200 Email Michael.K.Abbott@anchorageak.gov
Printed Michael Abbott/Interim Port Director

Notification of Commencement of Work

At least two working days before the work is commenced or resumed, the permittee shall call in to activate permit (p.343-8206) and provide a valid one-call ticket (utility locate) number. The Right of Way permit is not valid without the required two working day notification and the valid one-call ticket number. Failure to comply with these requirements shall result in immediate forfeiture of the pre-paid right-of-way permit inspection fees.

Roadway Prism

Roadway prism means the top surface to one foot outside of the limits of the traveled way, shoulder, curbs and gutter, attached sidewalk, and the supporting subsurface structure, the limits of which are defined by a surface sloping down and away from one foot outside both sides of the surface at a ratio of one-foot vertical to one and one-half-foot horizontal. Utility companies performing work strictly outside the prism and which does not require an approved municipal Traffic Control Plan may perform such work under their annual Blanket Permit.

Applications for Driveway Access

Refer to MOA Driveway Standards for driveway regulations; for a copy, visit
<http://www.muni.org/departments/works/traffic/pages/default.aspx>
ROW Permit Application requires a site plan approved and stamped by the MOA Traffic Section.

Right of Way Fees

- Trench/Open Excavation Inside Road Prism \$355
- Trench/Open Excavation Outside Road Prism \$235
- Trench/Open Excavation in public easements \$135
- Partial Road Closure (or a sidewalk closure) \$295
- Full Road Closure \$415
- Pavement Break/Cut is a minimum of \$135 and varies depending on the age of pavement.
- Inspection rates are \$135/hr weekdays 7:30 a.m. to 4:30 p.m. Saturday inspection rates are \$205/hr with a 2 hr minimum. Sunday or holiday inspection rates are \$295/hr with a 2 hr minimum.
- Residential Driveway Permits with no curb cuts are \$270. Additional fees apply for curb cuts.

Please refer to Title 24 for fees information.

Rental Fee Calculation

Provide a drawing showing the location and square footage in the right of way is required and must accompany your application. A current Certificate of Liability with \$300,000 minimum General Liability must accompany permit application, and must have the MOA ROW as a Certificate Holder. Rental Fees are calculated at .75/sf/month Developed or .50/sf/month Undeveloped. The minimum basic rental fee is \$135.

_____ 'L x _____ 'W = _____ sf x _____ /ft = \$ _____ /mo. + 30 days = \$ _____ /day x _____ days = \$ _____

Encroachment Permits and Letters of Non Objection

An application for an Encroachment Permit or Letter of Non Objection to an encroachment in a Utility Easement, Drainage Easement, ROW Road Reserve, or Public Use Easement must be accompanied by a current as built or plot plan showing the following information: Accurate description of structure, materials, dimensions, distance structure encroaches upon and along the easement, distance from grade to top of structure, etc. Photos are strongly recommended. Please note letters of non-objection from utilities will be required from the property owner during the review process (see supplemental checklist for instructions and contact information). A \$120 non-refundable fee is collected at time of application and does not guarantee approval of encroachment.

Supplemental Worksheets

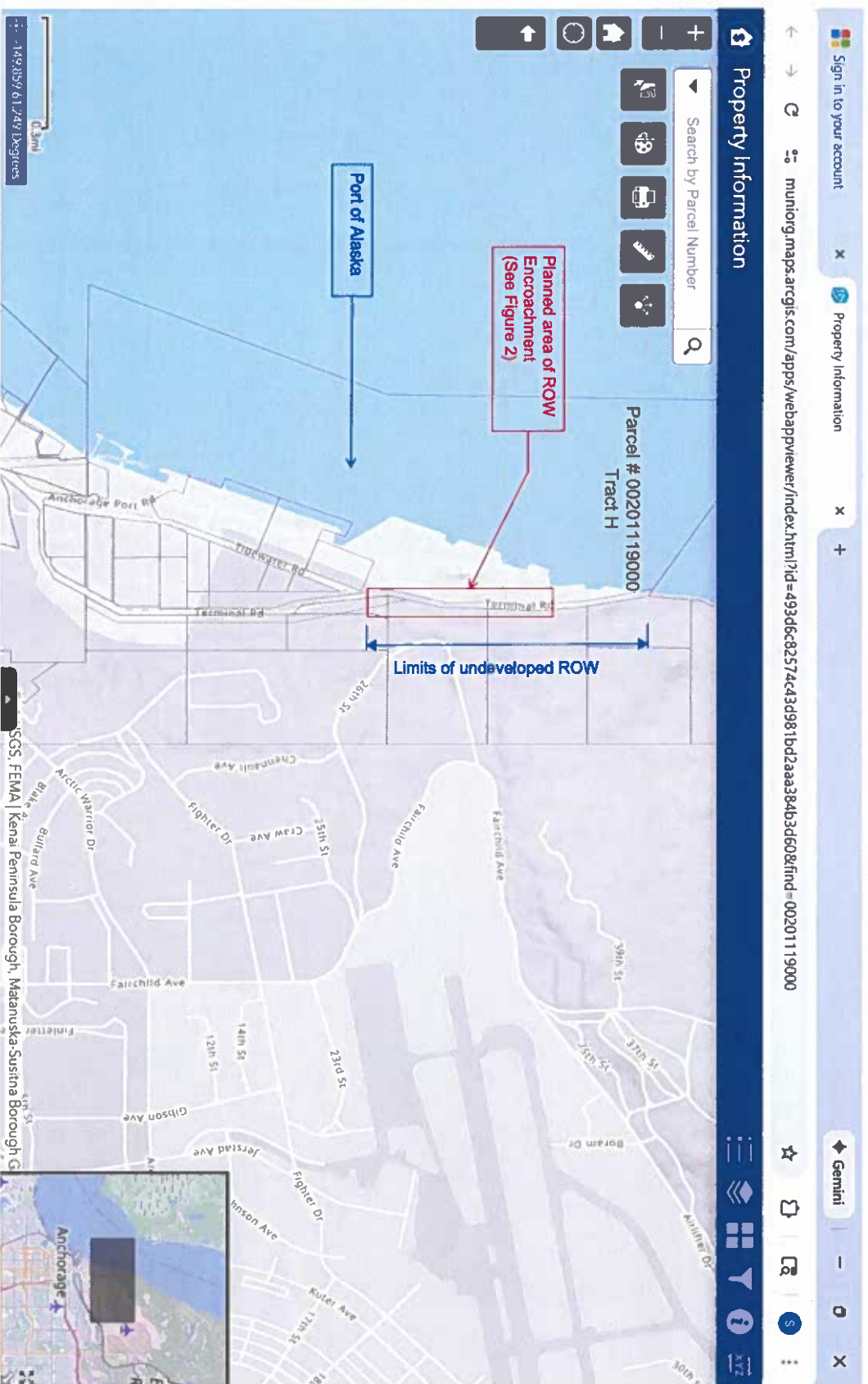
When work is on more than one right of way, your application requires the Supplement Worksheet(s) for each additional right of way. If you are applying for an Encroachment Permit or Letter of Non-Objection, information and further instructions are on the Supplemental Worksheet for Encroachments.

Right of Way Office Hours

Office hours are Monday through Friday, 7:30 a.m. to 4:30 p.m. Please submit applications no later than 4:00 p.m.

FOR USE BY THE RIGHT OF WAY PERMIT OFFICE

Permit Fee	_____	Date Received	_____	By	_____
Pavement Break Fee	_____	Date Processed	_____	By	_____
Closure Fee	_____	Date Notified	_____	By	_____
Pre-Paid Inspection Fee	_____				
Encroachment Fee	_____	Assigned ROW Permit #	_____		
Total	_____				

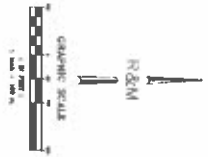


Site Location
Right of Way Encroachment Permit Application
Port of Alaska

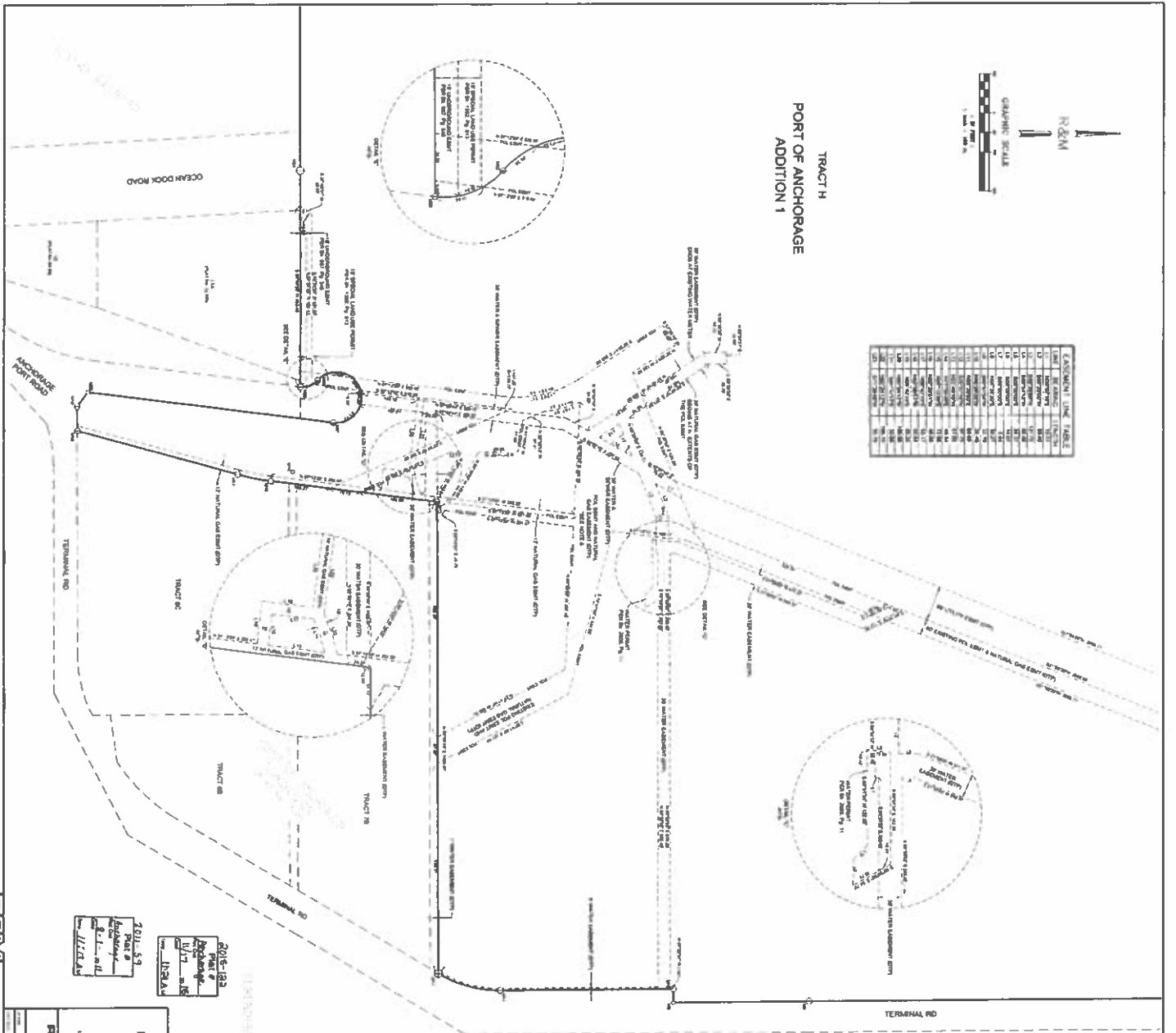
Site Location
Figure 1



TRACT H
PORT OF ANCHORAGE
ADDITION 1



NO.	DESCRIPTION	DATE
1	REVISION	10/1/77
2	REVISION	10/1/77
3	REVISION	10/1/77
4	REVISION	10/1/77
5	REVISION	10/1/77
6	REVISION	10/1/77
7	REVISION	10/1/77
8	REVISION	10/1/77
9	REVISION	10/1/77
10	REVISION	10/1/77
11	REVISION	10/1/77
12	REVISION	10/1/77
13	REVISION	10/1/77
14	REVISION	10/1/77
15	REVISION	10/1/77
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17	REVISION	10/1/77
18	REVISION	10/1/77
19	REVISION	10/1/77
20	REVISION	10/1/77



2011-59
PLAT 8
8-1-11
11/13/11

2015-123
PLAT 9
11/17
11/15

AMENDED PLAT

PLAT OF
PORT OF ANCHORAGE, ADDITION 1
TRACTS H AND I

APPROVED FOR THE CITY OF ANCHORAGE
CITY ENGINEER
CITY OF ANCHORAGE
11/17/11

RAIM CONSULTANTS, INC.

NO.	DESCRIPTION	DATE
1	REVISION	10/1/77
2	REVISION	10/1/77
3	REVISION	10/1/77
4	REVISION	10/1/77
5	REVISION	10/1/77
6	REVISION	10/1/77
7	REVISION	10/1/77
8	REVISION	10/1/77
9	REVISION	10/1/77
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20	REVISION	10/1/77

5-11790-1

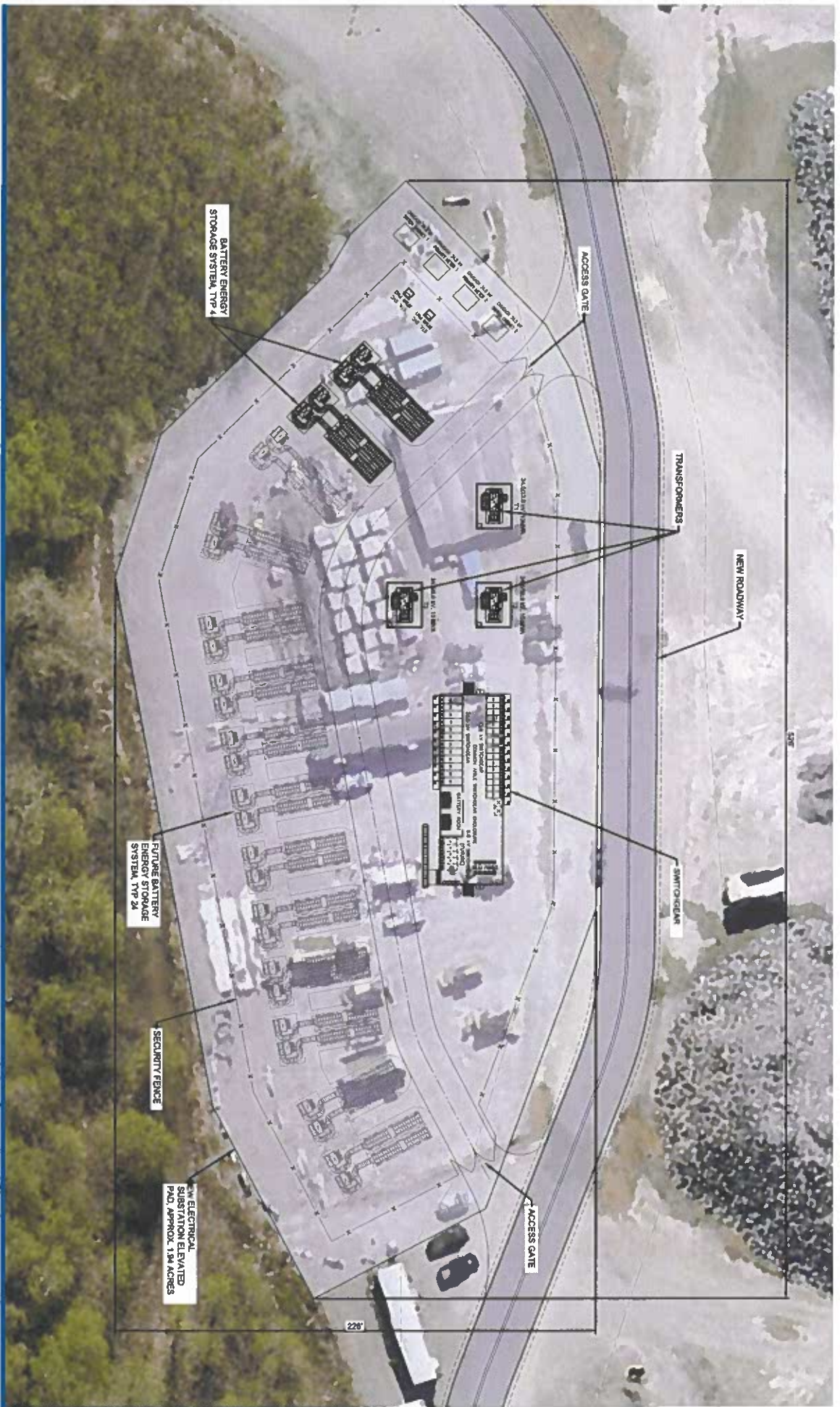
Tract H
Figure 6

Planned Electrical Substation Details

FIGURE 7

PORT OF ALASKA MODERNIZATION PROGRAM

CONCEPTUAL DRAWING
NOT TO BE USED FOR CONSTRUCTION





PORT OF ALASKA MODERNIZATION PROGRAM

HELIPAD AND ACCESS ROAD
NOVEMBER 7, 2025

SHEET INDEX		
INDEX NO.	SHEET NO.	SHEET TITLE
1	6-001	COVER AND VICINITY MAP
2	6-002	GENERAL NOTES, LEGEND, AND ABBREVIATIONS
3	CS100	OVERALL SITE PLAN
4	CS101	SITE PLAN
5	CS102	SITE PLAN
6	CS103	SITE PLAN
7	CS601	ALIGNMENT AND POINT TABLES

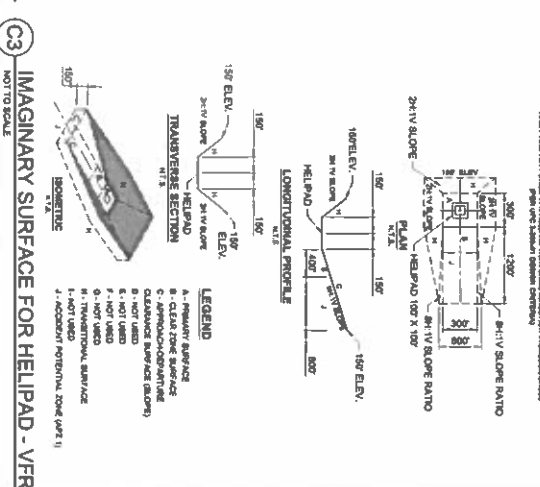
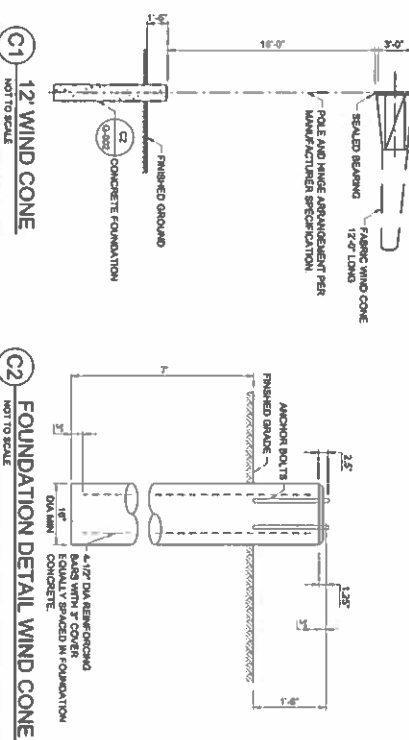
Preliminary Design
Helipad and Access Road
FIGURE 8

1. WORK AREA IS WITHIN THE PORT OF ALABAMA MUNICIPAL SEWAGE TREATMENT SYSTEM (MS4) PERMIT AREA. PERMIT NUMBER AAS000428.

- | DATUM | ELEVATION
(FT-AMSL) | DESCRIPTION |
|-------|------------------------|--|
| HO | +34.85 | HIGHEST OBSERVED WATER LEVEL - MEASURED ON
11/02/2002 |
| MEAN | +29.16 | MEAN HIGH-HIGH WATER |
| MEAN | +28.43 | MEAN HIGH WATER |
| MSL | +16.47 | MEAN SEA LEVEL |
| MTL | +15.34 | MEAN TIDAL LEVEL |
| MLW | +2.25 | MEAN LOW WATER |
| MTWL | 0 | MEAN LOWER-LOW WATER |
| LO | -2.95 | LOWEST OBSERVED WATER LEVEL - MEASURED ON
12/27/1998 |

FIGURE 9
Preliminary Design
Helipad and Access Road

Prior to pavement the existing surface material shall be scaled to a depth of approximately 50 mm to remove unsuitable organic and clayey soil & subgrade. A suitable surface material shall then be placed and compacted to achieve the required bearing capacity prior to base placement. Type II or III subgrade material may be used for the base provided it meets the design and construction requirements for the subgrade. Otherwise, suitable Type II or III subgrade material may be used for the base provided it meets the design and construction requirements for the subgrade.





Preliminary Design
Helipad and Access Road
FIGURE 12

RECORD DRAWING DATA PROVIDED BY: _____ TITLE: _____ CONTRACTOR: _____ DATE: _____ THIS SHALL BE USED TO VERIFY THAT THESE RECORD DRAWINGS ARE A TRUE AND ACCURATE REPRESENTATION OF THE PROJECT AS CONSTRUCTED.		GRAPHIC SCALE 0 50 100 FEET SCALE		PROJECT INFORMATION PROJECT NO.: _____ LOCATION: _____ DATE: _____ PROJECT NAME: _____ PROJECT TYPE: _____ PROJECT STATUS: _____ PROJECT OWNER: _____ PROJECT MANAGER: _____ PROJECT ENGINEER: _____ PROJECT DESIGNER: _____ PROJECT CHECKER: _____ PROJECT APPROVER: _____ PROJECT REVIEWER: _____ PROJECT DATE: _____ PROJECT STATUS: _____ PROJECT COMMENTS: _____	
PORT OF ALASKA PORT OF ALASKA INCORPORATION PROGRAM SITE PLAN DATE: _____ DRAWING NUMBER: _____ SHEET: _____		PORT OF ALASKA PORT OF ALASKA INCORPORATION PROGRAM SITE PLAN DATE: _____ DRAWING NUMBER: _____ SHEET: _____		PORT OF ALASKA PORT OF ALASKA INCORPORATION PROGRAM SITE PLAN DATE: _____ DRAWING NUMBER: _____ SHEET: _____	

[illegible]



MUNICIPALITY OF ANCHORAGE
MAYOR SUZANNE LAFRANCE

Development Services Department
Private Development

PHONE: 907-343-8301
FAX: 907-343-8200

SECTION KEY: PD = PRIVATE DEVELOPMENT; TRF/SF = SAFETY; SL = STREET LIGHTS; SM = STREET MAINTENANCE; TP = TRANSPORTATION PLANNING; PME = PROJECT MANAGEMENT AND ENGINEERING; ROW = RIGHT-OF-WAY; ADD = ADDRESSING, SUR = SURVEY, SWPPP = SWPPP, FLOOD = FLD, PRKS = PARKS

REVIEWER: GREG SOULE = GGS, DONNA BRECHAN = DLB, MIKE WALTERS = MSW, TRAVIS JUST = TJ, KARLEEN WILSON = KKW, TONY WINSOR = TW, STEVE ELLIS = SME, BT - BRANDON TELFORD,
PL = PAUL LAFRANCE, JL = JOE LUJAN, EA = ERIC ARMAGOST

PROJECT NO.

NAME: Port of Alaska Helipad and Access Road - 1st Plan Review

COMMENT NO.	SECTION	SHEET NO.	COMMENT BY	COMMENT	RESPONSE BY	RESPONSE
1	TRF/SF	General	TJ	No comments from Traffic.		
2	ROW	General	MSW	All plans submitted for review shall be complete and ready to be issued for construction prior to approval by this Department. This includes that all plans and details be stamped and signed by an Engineer registered in the State of Alaska to practice stated work.		
3	ROW	General	MSW	A right of way permit will be required.		
4	ROW	Sheet 2	MSW	General Notes – Add statement All Construction Shall be installed as specified in the 2024 Edition of the Municipality of Anchorage Standard Specifications for Streets-Drainage-Utilities-Parks (MASS) and the special provisions an the Depart of Public Works “Designed Criteria Manual” for Streets and Storm Drainage.		
5	ROW	Sheet 2	MSW	General Notes – Add statement The Contractor Shall be Responsible for Erosion and Sediment Controls as Necessary to comply with Federal, State, and Municipal Laws that Prohibit Unpermitted Discharge of Pollutants, including Sediments, that are a Result of Erosion and other Construction Activities, The Contractor Shall Conduct all Work so Sediment if not Transported onto the Roadway or Adjacent Property. At a Minimum, The Contractor Shall Sweep up any Sediment Tracked onto Paved Surfaces in Public Rights of Ways within 24 hours of Tracking to minimize the Wash-Off of Sediment into Storm Drains or Waterways.		
6	ROW	General	MSW	Provide existing and proposed finished grades.		
7	ROW	General	MSW	Show drainage patterns.		
8	ROW	General	MSW	Provide culvert locations with inverts and outfall elevations		
9	ROW	Sheet 2	MSW	Clarify statement prior to paving scalping six inches to remove unsuitable organics and silty soils. With a road built to approved plans, I am not sure why organics would be present.		
10	PD	Sheets 4/5/6	PL	It was stated that profiles are not required, but consider including profiles under each plan view. Might save some headaches down the road.		
11	PD	Sheet 2	PL	Typical Sections - these are pretty thin sections (unless the subgrade is good, non frost susceptible soils). Acquiring/including geotechnical information is recommended.		
12	PD	Sheet 2	PL	You might consider placing geotextile fabric under the Type IIA (depending on the underlying soils).		
13	PD	Sheets 4/5/6	PL	If geotechnical data is available, provide boring information and location on plan/profile sheets.		
14	SUR	General	DLB	No comments at this concept phase. We look forward to seeing more developed plans and will comment at that time.		