

Eastern Upper Peninsula Transportation Authority
Request for Qualifications for Naval Engineering Services
For the Design of a Double-Ended Car Ferry
RFQ #1-2019

Section I

Qualifications Cover Page

Direct Questions To: Pete J. Paramski P.E. , EUPTA Executive Director
at paramskip@eupta.net
Questions must be received by 03/01/19

Date Issued: 02/19/19

Qualifications Due: 03/08/19 @ 4:00 PM EST

Firm Name: _____

Submit the original proposal and
three (3) copies to:

Pete J. Paramski, Executive Director
EUPTA
4001 I-75 Business Spur
Sault Ste. Marie, MI 49783

SUBMITTER READ AND COMPLETE

The undersigned certifies that he/she offers to furnish the materials and services in strict accordance with the requirements of this solicitation including the scope of service, and all submission terms, conditions and requirements.

Print Name and Title: _____

Signature

Date

Federal Tax ID #

Eastern Upper Peninsula Transportation Authority
Request for Qualifications for Naval Engineering Services

Table of contents

Section I

- Qualifications Cover Page

Section II

- Scope Of Service

Section III

- Submission Content
- Submission Conditions
- Questions
- Evaluation Criteria
- Withdrawal Of Offers
- Terms And Conditions
- Oversight
- Indemnification
- Assignment

Section IV

- Attachment A – Federal Clauses Professional A&E Less Than \$150,000

Section II

Scope of Service:

The Eastern Upper Peninsula Transportation Authority (hereafter referred to as the “agency” or “EUPTA”) is a two-county public transit system providing rural bus service in Chippewa and Luce Counties in Michigan’s Eastern Upper Peninsula. The agency also provides car ferry/passenger service to Sugar, Neebish, and Drummond Islands in the St. Mary’s River utilizing four ferry vessels and eight docking facilities.

Approximately 500,000 vehicles and 800,000 passengers are transported to and from the three islands annually.

The Neebish Island ferry, a Sub-chapter T, Inspected, Passenger Vessel has a crew onboard daily per a regular schedule 365 days per year. The distance to the island from the the mainland is 0.12 mile. The crossing is approximately 17 miles downstream from the Soo Locks. Commercial and domestic vessel traffic can be heavy. Extreme conditions in regard to current, wind, fog, snow and ice can be encountered. The ferry transports approximately 25,000 vehicles and 37,000 passengers per year.

The Neebish Island ferry service is challenged when transporting heavy vehicles, such as construction and logging trucks, and when encountering extreme brash ice conditions in severe arctic conditions.

The agency is seeking qualifications for naval architect services to produce technological documents including architectural plans and specifications for a new double-ended ferry vessel better suited to provide service to Neebish Island. The new design will need to meet the existing physical characteristics, dimensions and parameters of the docks at the Neebish Island ferry crossing. The existing ferry boat is approximately 90 feet in length and 30 feet in width and has an approximate passenger car capacity of 12 vehicles.

Section III

Submission Content:

Submissions must include the Qualifications Cover Page sent with this RFQ. The cover page must be signed in ink by an official of the submitting organization authorized to bind the submitter to the provisions of the RFQ. The complete Qualifications Cover Page must be returned with the submission. No copies will be accepted.

Submissions must also include:

-Full business name and address, and primary contact(s) and authorized negotiator(s) for this proposal and project, and their contact information.

-Qualifications and certifications of all staff to be involved in the project. For engineers, this must include PE documentation and any special certifications for naval engineering expertise. Biographies of key personnel are also required.

-Descriptions of similar projects performed

-Documented knowledge of United States Coast Guard (USCG) requirements

-Proof of bonding and insurance

-Three references on similar projects, including company name, address, contact person, phone and email.

Do **NOT** send price information with the qualifications. The agency will negotiate price with the top scoring firm and the firm must provide a derivation of cost and a cost analysis. If the agency is unable to successfully negotiate price with the top scoring firm, the agency will end negotiations and negotiate price with the next highest scoring firm.

Qualifications must be mailed to: Pete J. Paramski, Executive Director, EUPTA, 4001 I-75 Business Spur, Sault Ste. Marie, MI 49783. Qualifications must be sealed and marked "Ferry Design Project" and received at EUPTA, 4001 I-75 Business Spur, Sault Ste. Marie, MI 49783 no later than 4:00 p.m. on March 8st, 2019. Late submissions will not be accepted.

Submission Conditions:

Submitted qualifications become the property of the agency. The contents of the submitted qualifications are considered valid for one hundred and twenty (120) days after the submission deadline.

This will be a firm, fixed price contract. Payment will be by progress payments on a percentage of work completed. Final payment will not be made until the Scope of Service is completed to the agency's and the USCG's satisfaction.

The agency reserves the right to waive any informalities or minor defects and to accept or reject any or all of the submitted proposals or to postpone the proposal due date for sound, documentable, business reasons.

Conditional submissions will be considered non-responsive and may be rejected unless the agency gives specific approval to a written request received at least ten (10) working days prior to the submission due date. No other submission changes will be accepted after submittal. All other interested parties will be notified of any changes to the Scope of Service.

This RFQ does not commit the agency to award a contract, to pay any cost incurred in the preparation of a proposal, or to preclude the agency from canceling, in part or in its entirety, this RFQ, for sound, documentable, business reasons.

Questions:

Verbal comments are not part of this RFQ. Questions must be submitted by email to: Pete J. Paramski, Executive Director, EUPTA, at paramskip@eupta.net. Questions and answers will be emailed to all firms sent an RFQ and to every firm who has submitted a question. Questions and answers will also be posted on EUPTA's website at EUPTA.net. All questions must be received at least five (05) working days prior to the qualification due date.

Evaluation Criteria:

The evaluation criteria for this solicitation are as follows and listed in order of importance, although the last three are equally weighted.:

- Experience designing ferry boats operating in ice and the Great Lakes
- Documented ability to perform these engineering services
- Staff qualifications
- References

The selection panel members are the agency's director, finance director and maintenance department manager. Interviews may be conducted by phone with firms in a competitive range. The original scoring of criteria may be modified based on the results of the interview. The award will only be made to a responsive and responsible firm.

Withdrawal Of Offers:

Submissions may be withdrawn by written request prior to the due date and time. A proposal may also be withdrawn in person by a submitting firm, provided the withdrawal is made prior to the due date and time. The submitting firm must sign a receipt of

withdrawal. No submission may be withdrawn after the due date unless there is a material error in the submission. Withdrawn submissions may be resubmitted, with or without modifications, up to the due date and time. The agency shall require proof of agency from person withdrawing the submission.

Written Protest Procedure:

Contractors wishing to protest procurement decisions or processes must submit the protest in writing to the Eastern Upper Peninsula Transportation Authority, 4001 175 Business Spur, Sault Ste. Marie, MI 49783. The written protest must clearly define the decision or process being protested and the reason(s) for the protest. All protests must be filed within 10 business days of EUPTA's procurement award.

The EUPTA executive director or her/his designee will review the written protest and provide a written decision to the protestor within 15 business days of receiving the protest.

The protestor can appeal the EUPTA executive director's or her/his designee's decision to the EUPTA Board. That appeal must be filed with the EUPTA executive director or her/his designee within 10 business days of the executive director's or her/his designee's decision. The EUPTA Board decision on the appeal will be final.

Terms And Conditions:

This project is funded by the Federal Transit Administration (FTA) and the Michigan Department of Transportation (MDOT) grants. It is subject to federal and state guidelines. The federal requirements for this project are Federal Clauses Professional A&E Less Than \$150,000, and are attached. A signed copy of the clauses must be included with the qualifications.

All travel costs billed to this project must follow the State of Michigan's vehicle and travel rates. Current travel rates can be found on the Michigan Department of Technology, Management and Budget's website at https://www.michigan.gov/dtmb/0,5552,7-358-82548_13132---,00.html

The agency complies with all Federal and State civil rights, equal opportunity, and fair housing requirements of Title VI of the Civil Rights Act of 1964.

All applicable laws, ordinances, and the rules and regulations of all authorities having jurisdiction over the project shall apply to the contract. The agency is exempt from federal, state, and local taxes. The agency will not be responsible for any taxes levied on

the respondent as a result of the contract resulting from this RFQ. Protests must be submitted consistent with the agency's procurement policy.

The selected vendor will contract with the agency and must have a third party subcontract approved by the MDOT. The awarded subcontract serves as the agency's award to the contractor and is the contractor's Notice to Proceed. The contracted firm must be available to begin work immediately upon receiving a written Notice to Proceed. The agency reserves the right to cancel the contract with thirty (30) days written notice.

Oversight:

The selected firm must provide the agency and its authorized representatives safe access to the work at all times. The selected firm must provide the agency and its authorized representatives with the information and assistance necessary for them to make complete and detailed inspections. The selected firm is not entitled to a time extension or compensation for reasonable delays, inconvenience, or any other cause attributed to the agency's reasonable inspection of the work.

Indemnification:

The selected proposer shall indemnify, defend and hold harmless the agency, its officers, agents, employees, independent contractors, the State of Michigan, MDOT and all officers, agents, employees thereof:

--from any and all claims by persons, firms, or corporations for labor, materials, supplies or services provided in connection with any contract awarded, which the offeror shall perform under the terms of this contract; and

--from any and all claims for injuries to, or death of, any and all persons, for loss of or damage to property, environmental damage, degradation response and cleanup costs, and attorney fees or other related costs arising out of, under, or by reasons of this RFQ, except claims resulting from the sole negligence or willful acts or omissions of said indemnities, its agents or employees.

Assignment:

Neither party may assign, directly or indirectly, all or part of its rights or obligations under this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld or delayed.

SECTION IV

Attachment A – Federal Clauses Professional A&E Less Than \$150,000

