



BEAVER ISLAND TRANSPORTATION AUTHORITY (BITA)

Request for Proposal (RFP) For:

Shaft and Bearings

Five Year Inspections

Propellers/Rudders

Inspect Potable Water Pipes

Inspect Fuel Delivery Supply Line

BITA RFP # 2022-1

DATE ISSUED: January 4, 2022

PROPOSALS DUE: February 4, 2022 at 12 noon EST

Issuing Office: Beaver Island Transportation Authority
PO Box 426
26195 Main Street
Beaver Island, MI 49782

Section I

Schedule of Activities

BITA RFP # 2022-1 Released:	1/4/2022
Written Questions from Vendor Due:	January 21, 2022
BITA's Responses to Questions Released:	January 28, 2022
Proposal Due Date:	February 4, 2022
Anticipated Award Date:	2/18/2022

Section II

Background Information

M/V Emerald Isle

The M/V Emerald Isle designer was Timothy Graul Marine Design and was built by Washburn & Doughty with a launch date of June 1997. The owner of the vessel is the Beaver Island Transportation Authority (BITA) and the operator is the Beaver Island Boat Company (BIBCO). The BITA receives funding from the State of Michigan Marine Capital and the Federal Ferryboat Discretionary Fund for capital improvements to the vessel. The Emerald Isle provides scheduled ferry service between Charlevoix, Michigan and Beaver Island, Michigan on Lake Michigan, operating between mid-April through late December. The vessel transports around 30,000 passengers annually. This is a combination of year-round residents, seasonal residents, and tourists. The crossing takes slightly over two hours and is 32 miles.

M/V Emerald Isle Features

- Twin Caterpillar 3512B diesel main engines 1500hp
- Two Caterpillar 3304 diesel generators 100kw each
- Caterpillar 3116 diesel powered bow thruster 210hp
- 130 feet long, beam 39 feet, draft 8.5 feet, 95 gross tons, speed 14.25 knots
- 298 passengers (including crew), 20 vehicles, 8800 gallons of fuel, 500 gallons of fresh water

SECTION III

SCOPE OF SERVICES

The vessel was at drydock the fall of 2019 for its five year inspection and other work. Since then there has been noticeable increasing vibration and the starboard shaft seal has been leaking. The shafts were checked for alignment and vibration September 2021. See report (Attachment 5). The starboard shaft could not be disconnected from the transmission. It is thought the shaft is binding either at the coupling or at one of the bearings. This shaft was new in 2015. Since the vessel will be out of the water, the five year inspection would be conducted, propellers swapped out, along with other miscellaneous items. See Attachment 1 - Emerald Isle Work Package Specifications.

It is imperative the work is completed quickly as this is the main service vessel to transport freight and passengers to the Island. BITA has the right to select and choose which projects will be completed. The ideal time for the work to be completed would be late April/early May 2022.

This project is funded by federal/state grants and is subject to federal and state guidelines. The federal clauses for this project are the Federal Contract Clauses Materials and Supplies More Than \$150,000 attached as Attachment 4. The selected firm will also have to have a third-party subcontract approved by the Michigan Department of Transportation (MDOT). The awarded subcontract serves as BITA's award to the selected firm and is the firm's Notice to Proceed.

Section IV

Submission Content

Submissions must include a signed copy of Attachment 2, Proposal Signature Page, signed in ink by an official of the submitting organization authorized to bind the submitter to the provisions of the RFP. The complete Proposal Signature Page must be returned with the submission. No copies will be accepted. All documents are to be mailed to the address listed and received by the due date on the Proposal Signature Page. It is the responsibility of the proposer to contact BITA to ensure receipt of the proposal.

Submissions must include a signed copy of Attachment 3, Price Proposal Form

Submissions must include a signed copy Attachment 4, Federal Contract Clauses Materials and Supplies More Than \$150,000, ensuring it is understood and will be in compliance with the requirements.

Submissions must also include:

- Full business name and address, legal entity type, primary contact(s), authorized negotiator(s), and contact information.
- Brief descriptions of similar projects performed.
- Documented knowledge of USCG requirements.
- Proof of insurance.
- Demonstrated ability to meet BITA's time schedule.
- The original, plus five copies of all required documents are to be submitted.

Section V

Submission Conditions

The contents of the submitted proposal remain valid for 200 days after the submission deadline. Submitted proposals become the property of BITA and will not be returned.

Incurring Costs: BITA is not liable for any costs incurred by respondent's incidental to this RFP.

Rejection of Proposals: BITA reserves the right to reject any or all proposals received as a result of this RFP for sound, documentable, business reasons. BITA also reserves the right to negotiate separately with any source whatsoever in any manner necessary. BITA is not obligated to award any contracts solely on the basis of any responses made or obtained. BITA reserves the right to waive any minor informalities or irregularities.

Proposal Due Date: BITA reserves the right to postpone the proposal due date, for sound, documentable, business reasons.

Late Submissions: Late submissions will not be accepted.

Disclosure of Proposal Content: After evaluation, all information contained in submitted proposals is subject to release to the public under Michigan's Freedom of Information Act (1976 PA 422).

Section VI

Price Proposal

The price used for competitive evaluation in this proposal **will** be the sum of the:

- Docking/Undocking
- Shaft Project
- Five Year Inspections
- Propellers/Rudders
- Inspection of potable line and fuel line

The price used for competitive evaluation in this proposal **will not include** the per unit cost of:

- Welding per hour
- General Labor hour
- General Labor O/T hour
- Lay Day
- Crane hour
- Tug hour

Mobilization costs of \$46.10 per nautical mile will be computed round trip from Beaver Island, MI, to the location of the proposer's shipyard. This computation will be added to the submitted

price proposal before price proposals are scored. Mobilization costs consist of fuel and a crew of four.

Section VI

Project Timeframe

Requests for proposals are being accepted for work to begin late April/early May 2022 and with the vessel being returned to service within two weeks. This project timeframe is subject to change due to icing conditions.

The project is not complete until all USCG inspections have been successfully completed including Sea Trials and BITA issues a written, Notice of Final Acceptance.

Section VII

Questions

Questions must be submitted by e-mail to Mary Cook, BITA Executive Director, at bitrans@tds.net. Verbal comments are not part of this RFP. Questions and answers will be emailed to all firms sent an RFP, who submitted an RFP and to every firm who has submitted qualifications or a question and will be posted on BITA's website at www.beaverislandtransportationauthority.com. Questions must be received at least ten (10) working days prior to the proposal due date.

Section VIII

Vessel Inspection

A CD with the vessel's as built plans can also be requested from Mary Cook, BITA Executive Director, at bitrans@tds.net. Requests for a CD must be received at least ten (10) working days prior to the proposal due date. BITA is only responsible for mailing the CD to the address given and is not responsible for undeliverable mailings or mailings received late by firms requesting a CD.

Section IX

Evaluation Criteria

Proposals will be evaluated by BITA to determine award of the project based upon the following evaluation criteria which are listed in order of importance. Price is less important than the technical evaluation factors as a whole. The agency reserves the right to award to other than the lowest price proposal and to the proposal representing the Best Value to the agency. The selection panel members are BITA's executive director, one board member, BIBCO's manager and two boat captains. The selection panel may conduct interviews with the firms in a competitive range. The selection panel may choose to conduct the interviews in person, by phone or by video conference. The original scoring of the non-price criteria may be modified based on the result of the interviews. This solicitation will result in a firm, fixed price contract with modifications by change order up to a not-to-exceed amount. The award will only be made to a responsive and responsible firm.

- Ability to meet the late April/early May 2022 work schedule.
- Experience
- Price. (Price will be evaluated by the following formula: lowest proposal price divided by the proposal price being evaluated times the available points.)

Section X

Other Terms and Conditions

Final payment will not be made until all USCG inspections have been successfully completed including Sea Trials and BITA issues a written, Notice of Final Acceptance. BITA complies with all Federal and State civil rights, equal opportunity, ADA, and 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. BITA 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 RFP. The agency reserves the right to cancel the contract with thirty (30) days written notice. The offeror understands if awarded that progress payments can be arranged and final payment will be made when the scope of work is completed. Payments will be subject to allow for time to request payment and receipt from MDOT. Final payment will not be made until all USCG inspections have been successfully completed including any sea trials and BITA issues a written Notice of Final Acceptance.

The selected firm is not entitled to time extensions or compensation for delays or inconvenience.

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.

Withdrawal of Offers

Submissions may be withdrawn by written request prior to due date. Withdrawn proposals may be resubmitted, with or without modifications, up to the due date and time.

Bid Protests

All protests relating to this RFP, the selections and/or award, must be submitted in writing to BITA. Protests about specifications must be received ten (10) days before the proposal due date. Post award protests may be received by BITA at any time after proposal opening, but not later than five (5) working days after notification to all proposers of the contract award decision. Failure to timely submit a written protest will result in forfeiture of any protest right. The BITA will respond within ten (10) days of receiving the protest. The BITA is the final arbitrator on any question or dispute pertaining to proposals, proposal forms and awards. This "disputes" clause does not preclude consideration of questions of law in connection with decisions provided for above; provided that nothing in this contract shall be construed as making final the decision of any administrative official, representative, or board on a question of law.

Proposal protests shall contain:

- a) The name and address of the protester
- b) Identification of the project
- c) A statement of the grounds for the protest and any supporting documentation. The grounds for protest shall be fully supported to the extent feasible. Additional materials in support of an initial protest may be permitted only at the sole discretion of the BITA.
- d) The relief desired of the BITA

BITA's decision shall be binding once approved by BITA's Board of Directors, whether the proposal or award was in accordance with the constitution, statutes, regulations and terms and conditions of the RFP.

Progress Payments

The offeror understands if awarded that progress payments can be arranged and final payment will be made when scope of the work is completed. Payments will be subject to allow for time to request payment and receipt from MDOT. Final payment will not be made until and all USCG

inspections have been successfully completed including Sea Trials and BITA issues a written, Notice of Final Acceptance.

The selected firm is not entitled to time extensions or compensation for delays or inconvenience.

Indemnification

The selected proposer shall indemnify, defend and hold harmless BITA, its officers, agents, and employees, the State of Michigan, the Michigan State Transportation Commission, 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 Agreement, including the design of the project, except claims resulting from the sole negligence or willful acts or omissions of said indemnities, its agents or employees.

Section XI

Attachments

Attachment 1- Emerald Isle Work Package Specifications

Attachment 2 – Proposal Signature Page

Attachment 3 - Price Proposal Form

Attachment 4 - Federal Contract Clauses Materials and Supplies More Than \$150,000

Attachment 5 – Vibration Analysis Report 9/27/2021

Attachment 6 – Shaft Documents