



## **BEAVER ISLAND TRANSPORTATION AUTHORITY (BITA)**

**Request for Proposal (RFP) For:**

***Shaft/Bearings/Seals***

***Five Year Inspections***

***& Other Miscellaneous Repairs and Maintenance***

**BITA RFP # 2026-2**

**DATE ISSUED:** May 7, 2026

**PROPOSALS DUE:** June 9, 2026 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 # 2026-2 Released:	May 7, 2026
Written Questions from Vendor Due:	May 30, 2026, 5pm EST
BITA's Responses to Questions Released:	Within five business days of receipt
Proposal Due Date:	June 9, 2026, 12 Noon EST
Anticipated Award Date:	June 30, 2026

**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 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 40,000 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 is due for its five-year United States Coast Guard (USCG) inspection. Requests for proposals are being accepted for work to begin **October 5, 2026** and returned to service by **October 24, 2026**, for the work in Attachment A – M/V Emerald Isle Work Package Specifications with associated Attachments B through F.

The five-year inspections, maintenance, and repairs, included in Attachment A - will be completed as quickly as possible. It is imperative that the work is completed in a timely manner 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. Work completed will be dependent on funding.

This project is funded by federal/state grants and is subject to federal and state guidelines. The federal clauses for this project are Attachment G - Materials and Supplies Less Than \$350,000. The selected firm will also have a third-party subcontract approved by the Michigan Department of Transportation (MDOT). Attachment - J Sample Third Party Contract Agreement. The 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 G - Materials and Supplies Less Than \$350,000, ensuring it is understood and will be following the requirements.

***Submissions must include*** a signed copy of Attachment H - Proposal Signature Page, signed by an official of the submitting organization authorized to bind the submitter to the provisions of the RFP.

***Submissions must include*** a signed copy of Attachment I - Price Proposal Form.

***Submissions must include*** a signed copy of Attachment K – Certification of Compliance with Federal Contract Clauses.

***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.
- Demonstrated ability to meet BITA's time schedule.
- Documentation of how Build America Buy America (BABA) will be monitored and reported. Proof of billing must be provided at time of each billing – using the

MDOT Certification of BABA Compliance form or an alternate approved contractor form.

- Documentation showing vendor is not debarred in SAM.gov federal system. To fulfill this requirement, submit a screenshot showing a search, or searches, for vendor official name(s), selecting “all words” and search results that should show either (1) “No matches found” or (2) a green “Entity” indicator box at the top of the vendor entry in SAM.gov, both of which indicates the vendor is not on the federal debarred or suspended list.
- Proof of Insurance Coverage: Proposals must include proof of insurance. Each policy and Certificate of Insurance must be acceptable to the agency. Nothing contained in these insurance requirements is to be construed as limiting the extent of the contractor's responsibility for payment of damages resulting from his operations under this contract. The contractor shall maintain insurances in force at all times during the term of this agreement.

All documents are to be emailed to [bitrans@tds.net](mailto:bitrans@tds.net) by the due date listed in the RFP with “RFP 2026-2 Drydock” in the subject line. It is the responsibility of the proposer to contact BITA at 231-448-3049 to confirm receipt of the proposal.

## **Section V**

### ***Submission Conditions***

The contents of the submitted proposal remain valid for 90 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 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 following projects:

- Docking/Undocking
- Shaft Project
- Five Year Inspections
- Propellers/Rudders
- Fuel Tank Cleaning
- Keel Cooler Inspection/Grid Cleaning
- Bow Thruster Inspection/Grid Cleaning
- Ramp Repair Evaluation

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
- Painting/voids/square foot
- Pumping fuel/per gallon

*Note: Mobilization costs of \$49.49 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 VII**  
**Project Timeframe**

Requests for proposals are being accepted for work to begin the beginning of October 2026 and with the vessel being returned to service within two weeks.

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 VIII**

### ***Questions***

Questions must be submitted by e-mail to Mary Cook, BITA Executive Director, at [bitrans@tds.net](mailto:bitrans@tds.net) with "2026 Drydock Questions" in the subject line. Call 231-448-3049 to ensure questions were received. Verbal comments are not part of this RFP. Questions and answers will be emailed to all parties 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](http://www.beaverislandtransportationauthority.com). Questions must be received at least ten (10) working days prior to the proposal due date.

## **Section IX**

### ***Vessel Inspection***

A flash drive with the vessel's as built plans can also be requested from Mary Cook, BITA Executive Director, at [bitrans@tds.net](mailto:bitrans@tds.net) with "flash drive request" in subject line. Call 231-448-3049 to ensure the request was received. Requests for a flash drive must be received at least ten (10) working days prior to the proposal due date. BITA is only responsible for mailing the flash drive to the address given and is not responsible for undeliverable mailings or mailings received late by firms requesting a flash drive.

## **Section X**

### ***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:

- Ability to meet the October 2026 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.)

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, two board members, BIBCO's manager and chief engineer. The selection panel may conduct interviews with 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.

## **Section XI**

### ***Other Terms and Conditions***

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.

### ***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 due date, 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. BITA will respond within ten (10) days of receiving the protest. 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 BITA.
- d) The relief desired of 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.

### ***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 XII**  
***Attachments***

Attachment A - M/V Emerald Isle Work Package Specifications

Attachment B – Shaft Documents

Attachment C – DryMax Stern Tube Seal System

Attachment D – Starboard Shaft Tube Photos

Attachment E – Air Receiver Tanks

Attachment F – As Built Ramp Drawing and Photos

Attachment G – Materials and Supplies Less Than \$350,000 (MDOT Form 3164)

Attachment H – Proposal Signature Page

Attachment I – Price Proposal Form

Attachment J – Sample Third Party Contract Agreement, which includes standard terms and conditions (MDOT Form 5634)

Attachment K – Certification of Compliance with Federal Contract Clauses (MDOT Form 3139)