

**STATE OF ALASKA ITB NUMBER 2523S041
AMENDMENT NUMBER ONE**

AMENDMENT ISSUING OFFICE:



Department of Transportation & Public Facilities
Statewide Contracting & Procurement
P.O. Box 112500
(3132 Channel Drive, Room 350)
Juneau, Alaska 99811-2500

THIS IS NOT AN ORDER

DATE AMENDMENT ISSUED: October 13, 2022

ITB TITLE:

AMHS Supplemental Transportation Services: Prince William Sound

Bid Submission Date: Bid must be received by 2:00pm prevailing Alaska Time on October 14, 2022

This is a Non - mandatory return Amendment and need not be returned to the state.

Signature: Tom Mayer

Date: 10/13/2022

Name: Tom Mayer

Title: Procurement Specialist V

This amendment is issued to answer questions submitted by the vendor community:

Question One: In regards to carry-on luggage, what should contractors do for passengers that have large items to transport such as kayaks or couches as they will exceed the 50 pounds carry-on luggage restriction?

Answer One: At award, AMHS will provide a cost table for items that could exceed the 50-pound carry-on luggage requirements. Payment for such items will be in accordance with Section 2.18. Similar to carry-on luggage and vehicles, in all Lots and under all vessel size categories, the Vessel Captain has the sole authority to determine the amount luggage and additional items that shall be permitted on the vessels for any wailing.

Question Two: Is there a way for the state to accept bids that do not include insurance costs?

Answer Two: Yes, please see **Changes One, Two, and Three** below:

In addition to the above questions, the following changes are hereby incorporated:

Change One: Delete Section 2.10 – Lot Definition in its entirety and replace with the following:

SECTION 2.10 LOT DEFINITION

The following Lots are included with this ITB:

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Lot One: Passenger Only supplemental Transportation to the communities identified in Section 1.01. This lot contains two categories, Medium Vessels and Large Vessels.

Lot Two: Vehicle Only supplemental Transportation to the communities identified in Section 1.01. This lot contains two categories, Medium Vessels and Large Vessels.

Lot Three: Passenger and Vehicle supplemental Transportation to the communities identified in Section 1.01. This lot contains two categories, Medium Vessels and Large Vessels.

When completing **Attachment A – Bid Schedule**, Bidders are required to enter the following:

Hourly Running Rate: The hourly running rate must be a fully loaded and all-inclusive hourly rate that includes, but is not limited to, labor, fuel, all **insurance costs except item 2.3-Marine Liability and 2.4-Marine Property and Indemnity Cover with Pollution Endorsement**, docking fees, taxes, profit, overhead, and all other costs required to operate the offered vessel when running between ports to include all vessel crew. The Running Rate is defined as:

1. The time the vessel initially departs port until the vessel returns to the initial departure port.

Hourly Ready Rate: The hourly ready rate must be a fully loaded and all-inclusive hourly rate that includes, but is not limited to, labor, fuel, all **insurance costs except item 2.3-Marine Liability and 2.4 Marine Property and Indemnity coverage with Pollution Endorsement**, docking fees, taxes, profit, overhead and all other costs required to ensure the vessel is ready for departure and in **ready standby** status. The Ready Rate is defined as:

1. One hour before scheduled departure from the Homeport
2. One hour after scheduled arrival back at the Homeport.
3. Time spent during a weather or other unforeseen delay while at the port and in ready status.

Standby Rate: The hourly standby rate must be a fully loaded and all-inclusive hourly rate to ensure the contractor has sufficient staff to sail routes that are assigned to the contractor.

Home Port Location: Bidders must identify the Homeport of the vessels. The Homeport shall either Whittier or Valdez and shall be used as the starting point of each departure. Bidders must enter their designated Homeport on Attachment A – Bid Schedule.

Docking Location: Bidders must indicate the docking location in each port on Attachment A – Bid Schedule.

Vessel and Crew Availability: Bidders must indicate if the vessel and crews are available during October, November, and December 2022 by entering **“Yes” on Attachment A – Bid Schedule**. Attachment A provides space to enter specifically when the vessel and crew are, and are not available.

Failure to fully complete **Attachment A - Bid Schedule(s)** shall result in the bid(s) being found non-responsive. Non-responsive bids shall be rejected and will not be considered for award.

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Change Two: *Delete Section 2.26 – Insurance in its entirety and replace with the following:*

SECTION 2.26 INSURANCE

Without limiting the contractor's indemnification, it is agreed that the contractor shall purchase at its own expense and maintain in force at all times during the performance of services under this agreement the following policies of insurance. Where specific limits are shown, it is understood that they shall be the minimum acceptable limits. If the contractor's policy contains higher limits, the state shall be entitled to coverage to the extent of such higher limits.

Certificates of Insurance must be furnished to the procurement officer prior to contract approval and must provide for a notice of cancellation, non-renewal, or material change of conditions in accordance with policy provisions. Failure to furnish satisfactory evidence of insurance or lapse of the policy is a material breach of this contract and shall be grounds for termination of the contractor's services. All insurance policies shall comply with and be issued by insurers licensed to transact the business of insurance under AS 21.

NOTE: As experts in the provision of Passenger, Vehicle, and Passenger/Vehicle Transportation Services, Bidders are aware of their individual insurance costs. **However, the cost of insurance for items 2.3 and 2.4 as seen on Attachment B – Insurance Requirements should not be included in the hourly rates offered on Attachment A – Bid Schedule.**

The state shall evaluate the submitted bids in accordance with Section 3.01 and shall consider the cost of Marine Liability coverage (item 2.3 on Attachment B) and Marine Property and Indemnity coverage with Pollution Endorsement (item 20.4 on Attachment B) a pass through cost.

Please see Change Three below for additional information in regards to compensating contractors for insurance costs related to items 2.3 and 2.4 as seen on Attachment B.

Please see **Attachment B – Insurance Requirements** for information related to the required insurance coverage. While insurance requirements seen in Appendix B are required for each contractor, the actual coverage minimums for Section 2.3 and 2.4 will be determined **prior to award** by the Department of Administration, Division of Risk Management and will be based on vessel capacity and other factors as determined by the Division of Risk Management.

Change Three: *Delete Section 2.22 – Compensation in its entirety and replace with the following:*

SECTION 2.22 COMPENSATION

Compensation under the contracts shall be based on the following:

Sailing Days Running Rate: During a sailing day, a contractor sailing a route shall be paid the Hourly Running Rate for the actual number of hours at sea or in port at a destination that is not the departure or end of route port.

In the event a sailing day is shorter than 6 hours including the ready rate as defined below, the contractor shall be compensated for an 8hr day with the additional hours being compensated at the Standby Hourly Rate.

Sailing Day Ready Rate: During a sailing day, a contractor sailing a route shall be paid the Ready Rate for the hour prior to the scheduled departure time and for an hour after arriving back at the initial departure port at the end of the route. The ready rate is to provide the contractor an hour to prep the vessel for a route and an hour to secure the vessel at the end of a route.

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Non-Sailing Day Standby Time: During non-sailing days, contractors shall be compensated a daily rate equivalent to 8 hours per day at the offered standby rate. A contractor shall only be compensated for 8 hours at the standby rate for non-sailing days.

Insurance Pass through Cost: As described in **Section 2.26 – Insurance**, the state shall compensate the contractors for contractor insurance costs related to the following insurance coverages:

2.3 Marine Liability

2.4 Marine Property and Indemnity coverage with Pollution Endorsement

The compensation for the above coverages shall be limited to specifically to the contract term (approximately 11/1/2022 through 12/31/2022). In order to be reimbursed for the costs related to the above coverages during the contract term, the contractor must submit a copy of the billing invoice from the insurance provider that shows the cost of the above coverages during the contract term.