

STATE OF ALASKA REQUEST FOR PROPOSALS



PARTS AND SERVICE FOR THE NAVIGATION AND COMMUNICATION EQUIPMENT ON THE
STANDARD FERRY VESSELS OF THE ALASKA MARINE HIGHWAY SYSTEM (AMHS)

RFP 2523S059

Issued January 27, 2023

This RFP is intended to result in the award of multiple as-needed contracts for parts and services for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

ISSUED BY:

Department of Transportation & Public Facilities
Division of Alaska Marine Highway System (AMHS)

PRIMARY CONTACT:

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OFFERORS ARE NOT REQUIRED TO RETURN THIS FORM.

Important Notice: If you received this solicitation from the State of Alaska's "Online Public Notice" web site, you must register with the procurement officer listed in this document to receive subsequent amendments. Failure to contact the procurement officer may result in the rejection of your offer.

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SECTION 1. INTRODUCTION & INSTRUCTIONS

SEC. 1.01 PURPOSE OF THE RFP

The Department of Transportation & Public Facilities (DOT&PF), Division of Alaska Marine Highway System (AMHS), is soliciting proposals for parts and services for the navigation and communication equipment located on the Vessels of the AMHS on an as-needed basis. Service may be required at any port in Alaska, or in the Puget Sound area of Washington or near Portland, Oregon. The contractor is expected to be on site at the ordering vessel's location within forty-eight (48) hours of receipt of an emergency service call order.

If there is any reason the Contractor can't be on site at the ordering vessel's location within forty-eight (48) hours of receipt of an emergency service call order, the Contractor shall notify AMHS immediately upon realization that there will be a delay to provide the emergency service and shall provide a reasonable timeline for the emergency service to occur.

Response times for other service calls shall be coordinated by AMHS and the Contractor.

SEC. 1.02 CONTRACT AWARD

It is the intent of the state to award contracts to all responsive and responsible proposers by lot, in response to this solicitation. The Contractors shall be ranked and selected by points earned per the evaluation criteria in Section 5 of this RFP. The contractor with the highest points per lot shall be ranked 1st, the contractor with the next highest points per lot shall be ranked 2nd. This process will continue until all responsive and responsible proposers have been ranked for the Lot(s) they have proposed. There are Two (2) Lot.

The State shall use the proposed Labor Unit Costs to establish costs for the initial term of the awarded contracts.

SEC. 1.03 CONTRACTOR SELECTION PROCESS FOR PROJECTS

Once a need for parts or services is determined, AMHS will request a proposal from the 1st ranked Contractor describing a needed part or a performance issue. That Contractor will respond with a proposal including parts, labor, and any applicable travel charges. If the 1st ranked Contractor fails to provide a proposal in the time required, or is unable to provide the part or service in the time required, AMHS will proceed to the next ranked Contractor. If no acceptable proposal is received, or if a Contractor is unable to provide the needed part or service in the time required, AMHS reserves the right to change the requirement or solicit the parts or service from other suppliers.

When AMHS receives an acceptable proposal, a Purchase Order will be issued. The state shall not be responsible for charges incurred before a Purchase Order is issued. The contractor shall not exceed the value of the Purchase Order without the written direction of AMHS. Failing to abide by the terms of the Purchase Order shall be cause for a Service Contract Deficiency.

Payment shall be in accordance with the terms of the awarded contract.

SEC. 1.04 BUDGET

The resultant contract is as-needed based on the Department of Transportation & Public Facilities, Division of Alaska Marine Highway System (AMHS) needs and U.S. Coast Guard requirements. As such, AMHS guarantees neither minimum nor maximum of usage against this contract.

Approval or continuation of a contract resulting from this is contingent upon legislative appropriation.

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SEC. 1.05 DEADLINE FOR RECEIPT OF PROPOSALS

Proposals must be received no later than 3:00 PM prevailing Alaska Time on February 17, 2023. **Emailed, faxed or oral proposals will not be accepted.**

SEC. 1.06 PRIOR EXPERIENCE

In order for offers to be considered responsive offerors must meet these minimum prior experience requirements:

The contractor shall have an established record of satisfactorily maintaining equipment of the types identified in the lots bid. The contractor must possess the capability, including qualified technicians, technical expertise and support infrastructure, to provide all services called for by these specifications.

The person(s) performing the service work must have a minimum of three (3) years' experience servicing Navigation and Communication equipment on marine vessels. The offeror's proposal must address the required experience, identify the systems serviced, and include contact information for each system serviced in order for the AMHS to verify the experience.

Acceptable evidence of the service technician's competence may take any of several forms, but the evidence must directly relate to the type of equipment identified in this contract. Some examples are set out below.

- A. Certification from a manufacturer that the service technician can provide manufacturer's authorized warranty service with at least three (3) years of satisfactory service and repair experience. If this form is used, the contractor may be required to provide a list of at least five (5) service and repair customers who will substantiate the claim. The list must identify the customer's name, address, telephone number, the month and year of the work, and the brand name and model of the equipment.
- B. A diploma from a trade or technical school which indicates that the service technician has successfully completed appropriate training.
- C. The service technician is certified by the manufacturer to provide manufacturer's authorized warranty service.
- D. Other similar evidence that proves the service technician's competency may be considered.

These minimum prior experience requirements will be demonstrated in the proposal by:

- The offeror's submission of acceptable evidence of the Service Technician's Competence; and
- The offeror's submission of Attachment #6 Equipment List for Lot or Lots submitted for the State's consideration

An offeror's failure to meet these minimum prior experience requirements and provide the documentation listed will cause their proposal to be considered non-responsive and rejected.

SEC. 1.07 REQUIRED REVIEW

Offerors should carefully review this solicitation for defects and questionable or objectionable material. Comments concerning defects and questionable or objectionable material should be made in writing and received by the procurement officer at least ten days before the deadline for receipt of proposals. This will allow time for the issuance of any necessary amendments. It will also help prevent the opening of a defective proposal and exposure of offeror's proposals upon which award could not be made.

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SEC. 1.08 QUESTIONS PRIOR TO DEADLINE FOR RECEIPT OF PROPOSALS

All questions must be in writing and directed to the procurement officer. The interested party must confirm telephone conversations in writing.

Two types of questions generally arise. One may be answered by directing the questioner to a specific section of the RFP. These questions may be answered over the telephone. Other questions may be more complex and may require a written amendment to the RFP. The procurement officer will make that decision.

PROCUREMENT OFFICER:	Chris Hunt	PHONE:	907-465-8448
EMAIL:	chris.hunt@alaska.gov	FAX:	907-465-3124

SEC. 1.09 RETURN INSTRUCTIONS

Offerors must submit **Five (5)** hard copies (one original & four copies) of their proposal, in writing, and **TWO** thumb drives containing electronic copies of the entire proposal. **One** thumb drive will contain the transmittal information and the technical proposal. **One** thumb drive will contain the cost proposal. The proposal response should be addressed to the procurement officer in a sealed package. The cost proposal included with the package must be sealed separately from the rest of the proposal and must be clearly identified.

Emailed, faxed or oral proposals **will not be accepted.**

The sealed proposal package(s) must be addressed and mailed as follows:

Department of Transportation & Public Facilities
Alaska Marine Highway System
Attention: Chris Hunt
Request for Proposal (RFP) Number: 2523S059

RFP Title: Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

PO Box 112500
3132 Channel Drive, Room 350
Juneau, Alaska 99811-2500

If using a **delivery service**, please use the following address:

Department of Transportation & Public Facilities
Attention: Chris Hunt
3132 Channel Drive, Room 350
Juneau, Alaska 99801

An offeror's failure to submit its proposal prior to the deadline will cause the proposal to be disqualified. Late proposals or amendments will not be opened or accepted for evaluation.

Please take into consideration that due to weather, scheduling, and location there is no overnight delivery service to Juneau, Alaska.

The State of Alaska provides one Request for Proposal (RFP). Additional RFPs may be purchased for the cost of reproduction, \$.25 per page.

SEC. 1.10 PROPOSAL CONTENTS

The following information must be included in all proposals.

(a) AUTHORIZED SIGNATURE

All proposals must be signed by an individual authorized to bind the offeror to the provisions of the RFP. Proposals must remain open and valid for at least 90-days from the date set as the deadline for receipt of proposals.

(b) OFFEROR'S CERTIFICATION

By signature on the proposal, offerors certify that they comply with the following:

- A. the laws of the State of Alaska;
- B. the applicable portion of the Federal Civil Rights Act of 1964;
- C. the Equal Employment Opportunity Act and the regulations issued thereunder by the federal government;
- D. the Americans with Disabilities Act of 1990 and the regulations issued thereunder by the federal government;
- E. all terms and conditions set out in this RFP;
- F. a condition that the proposal submitted was independently arrived at, without collusion, under penalty of perjury;
- G. that the offers will remain open and valid for at least 90 days; and
- H. that programs, services, and activities provided to the general public under the resulting contract conform with the Americans with Disabilities Act of 1990, and the regulations issued thereunder by the federal government.

If any offeror fails to comply with [a] through [h] of this paragraph, the state reserves the right to disregard the proposal, terminate the contract, or consider the contractor in default.

(c) VENDOR TAX ID

A valid Vendor Tax ID must be submitted to the issuing office with the proposal or within five days of the state's request.

(d) CONFLICT OF INTEREST

Each proposal shall include a statement indicating whether or not the firm or any individuals working on the contract has a possible conflict of interest (e.g., currently employed by the State of Alaska or formerly employed by the State of Alaska within the past two years) and, if so, the nature of that conflict. The Commissioner of the Department of Transportation & Public Facilities reserves the right to **consider a proposal non-responsive and reject it or** cancel the award if any interest disclosed from any source could either give the appearance of a conflict or cause speculation as to the objectivity of the program to be developed by the offeror. The Commissioner's determination regarding any questions of conflict of interest shall be final.

(e) FEDERAL REQUIREMENTS

The offeror must identify all known federal requirements that apply to the proposal, the evaluation, or the contract.

SEC. 1.11 ASSISTANCE TO OFFERORS WITH A DISABILITY

Offerors with a disability may receive accommodation regarding the means of communicating this RFP or participating in the procurement process. For more information, contact the procurement officer no later than ten days prior to the deadline for receipt of proposals.

SEC. 1.12 AMENDMENTS TO PROPOSALS

Amendments to or withdrawals of proposals will only be allowed if acceptable requests are received prior to the deadline that is set for receipt of proposals. No amendments or withdrawals will be accepted after the deadline unless they are in response to the state's request in accordance with 2 AAC 12.290.

SEC. 1.13 AMENDMENTS TO THE RFP

If an amendment is issued, it will be provided to all who were mailed a copy of the RFP and to those who have registered with the procurement officer after receiving the RFP from the State of Alaska Online Public Notice web site.

SEC. 1.14 RFP SCHEDULE

The RFP schedule set out herein represents the State of Alaska's best estimate of the schedule that will be followed. If a component of this schedule, such as the deadline for receipt of proposals, is delayed, the rest of the schedule may be shifted by the same number of days.

- Issue RFP January 27, 2023
- Proposals Due no later than February 17, 2023 at 3:00 PM Alaska Time
- Proposal Evaluation Committee complete evaluation by January 24, 2023
- State of Alaska issues Notice of Intent to Award a Contract January 24, 2023
- State of Alaska issues contract March 7, 2023
- Contract start March 8, 2023

This RFP does not, by itself, obligate the state. The state's obligation will commence when the contract is approved by the Commissioner of the Department of Transportation & Public Facilities, or the Commissioner's designee. Upon written notice to the contractor, the state may set a different starting date for the contract. The state will not be responsible for any work done by the contractor, even work done in good faith, if it occurs prior to the contract start date set by the state.

SEC. 1.15 PRE-PROPOSAL CONFERENCE

A pre-proposal conference will not be held for this solicitation.

SEC. 1.16 ALTERNATE PROPOSALS

Offerors may only submit one proposal for evaluation.

In accordance with 2 AAC 12.830 alternate proposals (proposals that offer something different than what is asked for) will be rejected.

SEC. 1.17 NEWS RELEASES

News releases related to this RFP will not be made without prior approval of the project director.

SECTION 2. BACKGROUND INFORMATION

SEC. 2.01 BACKGROUND INFORMATION

The Alaska Marine Highway operates an extensive 3,500 mile route with a fleet of vessels that are designed to carry passengers and vehicles ranging in size from motorcycles to large freight containers. Our ferries operate year-round to provide essential transportation to over 35 coastal communities, many that are not accessible by road. The Alaska Marine Highway System is a core component of Alaska's transportation infrastructure and provides access for residents of smaller communities to goods and services in regional hubs. Like the communities we service, our fleet is diverse and vessel operations differ to allow for connections to each destination on our route.

The nine (9) standard ferry vessels include five (3) smaller commuter ferries that connect smaller communities with each other and with the mainline vessel routes and four (4) mainline vessels are our largest ships and typically take more than one day to travel between start and end ports that provide road access.

The Alaska Marine Highway System (AMHS) provides public ferry transportation from Bellingham, WA to various ports in Southeast Alaska, the Gulf of Alaska, and the Aleutian Chain. The AMHS strives to provide safe and reliable transportation service. To meet this goal, emergency repair services may be required at any port on the routes served by the AMHS Fleet. A list of AMHS ferry routes and ports can be found at:

<http://www.dot.state.ak.us/amhs/route.shtml>

The ability of a contractor to respond to an emergency call may be influenced by the availability of public transportation to that port, scheduling, and weather conditions.

SECTION 3. SCOPES OF WORK & CONTRACT INFORMATION

SEC. 3.01 SCOPE OF WORK FOR LOT #1 STANDARD FERRY VESSELS PARTS AND SERVICE FOR THE NAVIGATION/CONTROL EQUIPMENT

1.0 INTRODUCTION

When parts and/or services are required, an AMHS officer from the vessel will call with a request for service and/or parts. The contractor shall provide an estimate for the services requested that includes all costs for completing the project. Costs will include, but are not limited to, labor costs and associated travel costs. Once the estimate is approved by AMHS, a Purchase Order will be issued. Only after the contractor receives confirmation of a Purchase Order shall charges be incurred. Once the Service Technician is on site at the vessel, a quote for parts and shipping shall be provided to AMHS, this quote may also contain a revised labor cost determined by the actual amount of work required to complete the service call. Once the quote is approved by AMHS, a revised Purchase Order shall be issued for the completion of the needed service.

Service calls may be scheduled ahead of time or emergency calls requiring prompt response may be requested. The contractor must be available for emergency service.

The contractor shall be reimbursed travel expenses in accordance with state travel provisions at the prevailing rate. See Section 3.09 COMPENSATION of this RFP.

2.0 SCOPE OF WORK

- A. The contractor is expected to be on site at the ordering vessel's location within forty-eight (48) hours of receipt of an emergency service call order. If there is any reason the Contractor can't be on site at the ordering vessel's location within forty-eight (48) hours of receipt of an emergency service call order, the Contractor shall notify AMHS immediately upon realization that there will be a delay to provide the emergency service and shall provide a reasonable timeline for the emergency service to occur. Response times for other service calls shall be coordinated by AMHS and the Contractor. The contractor shall provide all labor, supervision, tools, equipment, materials (except as specified) and transportation to:
- (1) Perform preventative maintenance services and code-mandated safety/mechanical inspections and tests on AMHS Standard Ferry vessels.
 - (2) Replace worn and defective "consumable" parts, and adjust equipment for proper operation, following manufacturer's recommendations and code requirements.
 - (3) Rebuild or replace major components.
 - (4) Perform new installation or modification of existing equipment.
 - (5) Repair damage resulting from causes other than negligence of the contractor or contractor's employee(s).
- A.1 The contractor is required to provide telephone consultations with the vessels for both emergency and non-emergency reasons within four (4) hours of call placement from AMHS.
- B. Submittal of the required service reports and maintenance certificates are an integral part of the Scope of Work. Failure to submit service reports and maintenance certificates shall be deemed a service deficiency. Refer to Sections 4.0 and 6.0, of this Scope of Work.

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3.0 COMPLIANCE WITH SAFETY CODES

The contractor shall maintain equipment in compliance with the latest adopted Safety Codes and all other codes and regulations (**U.S. Coast Guard and American Bureau of Shipping or Det Norske Veritas**) applicable to AMHS vessels. If a conflict exists between code provisions, the most stringent shall apply. The contractor shall promptly report to the AMHS Port Captain all known equipment deficiencies and provide cost proposals for corrective work outside the scope of the current purchase order within twenty-four (24) hours.

4.0 SCHEDULED SERVICE

Services may be performed at times when the vessels are in port. The contractor shall coordinate equipment shutdowns in advance with the vessel’s Captain, and notify the Captain before any work begins and again when work is complete.

The contractor shall provide a written service report or maintenance certificate to the Captain before leaving the vessel. The report shall briefly indicate the maintenance and inspection actions performed. Any deficiencies or recommendations shall be noted. To meet ISM requirements, the service report shall also include the following details:

- Vessel;
- Date;
- Time;
- Location;
- Name of equipment inspected;
- Service Technician’s name, and;
- Captain’s name

5.0 REPLACEMENT PARTS

- A. The contractor shall maintain adequate stocks of consumable and high-mortality parts that may require replacement during routine servicing.
- B. The contractor shall maintain sources of supply so that other major components are available and can be delivered within fourteen (14) days of the order date, if a major breakdown occurs. If the timeline for delivery of parts will exceed fourteen days, the Contractor will notify AMHS as soon as possible with an estimated delivery date.
- C. If parts not readily available are required, the contractor shall make every effort to perform emergency repairs that will allow safe operation of the equipment within the shortest practicable time. All repairs will be considered temporary and incomplete until standard parts are procured and installed. If parts not in stock are needed, the contractor shall make every effort to obtain the parts with the least practicable delay. Replacement parts shall meet the equipment manufacturer’s specifications in all respects.
- D. Within the contract scope of work, the contractor shall provide all consumable parts, components and supplies required to maintain the equipment service. “Consumable” parts are defined as having a typical service life of less than one year or costing two hundred dollars (\$200) or less each, F.O.B. destination at the jobsite.
- E. If major replacement parts are required, the contractor shall provide them and invoice the State per the Manufacturer’s List Price F.O.B. destination at the jobsite. “Major” parts are defined as costing over two hundred dollars (\$200) each, F.O.B. jobsite.

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6.0 SERVICE REPORTS

- A. The contractor shall provide the vessel's Captain with a written service report at the completion of each inspection or service call before leaving the vessel. To meet ISM requirements, the service report shall also include the following details:
 - Vessel;
 - Date;
 - Time;
 - Location;
 - Name of equipment inspected;
 - Service Technician's name, and;
 - Captain's name
- B. The report shall briefly indicate the maintenance and inspection actions performed. Any deficiencies or recommendation shall be noted and specifically described.
- C. Service reports shall be submitted to the AMHS Port Captain within five (5) working days from the completion of service.
- D. Prior to leaving each service call the Service Tech shall have vessel's Captain sign the written Service Report (contractor provided). This confirmation of service call shall accompany the subsequent invoice. No invoice will be paid without a service call confirmation signature.

7.0 COMPLETION OF SERVICE

The service will not be complete and the equipment will not be considered serviced, repaired, installed and acceptable by AMHS until it performs in compliance with the manufacturer's published performance specifications.

8.0 WARRANTY

- A. The contractor warrants all parts rendered against faulty materials and workmanship for the entire length of the manufacturer's standard warranty whichever is longer. If during this period, faults develop with the parts rendered, they will be repaired and or replaced without additional cost to the state for the part(s) or labor.
- B. The state is not responsible for identifying conflicting warranty conditions before issuing a contract award or order. After award of the contract:
 - (1) If a conflict arises between the supplemental warranty and the warranty in this contract, the warranty in the contract will prevail.
 - (2) If the state's rights are diminished as a result of application of the supplemental warranty, the supplemental warranty will be considered null and void and the contract warranty will prevail.
- C. The contractor agrees that warranties and other agreements will not be voided or invalidated if state personnel per contractor instruction and/or direction, either written or verbal properly disassembles, maintains, assembles, services, repairs and installs parts/equipment of performing the services outlined in this contract. Disputes arising from this section will be determined on a case by case basis by the procurement officer.

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9.0 EQUIPMENT LIST

The equipment listed in this Scope of Work is not an all-inclusive list of Navigation and Control equipment AMHS has in operation. Work provided under this Scope of work includes, but is not limited to the equipment listed.

LOT #1 Standard Ferry Vessels Parts and Service for the Navigation/Control Equipment

Standard Ferry Sperry Radar Equipment

- Item 1** Sperry VisionMaster 250 Tabletop
- Item 2** Sperry VisionMaster 250 Kit
- Item 3** Sperry VisionMaster 340 ARPA Concole
- Item 4** Sperry BME 10kw X-band (2)
- Item 5** Sperry BME 30kw S-Band
- Item 6** Sperry Marine Interswitch 2x4
- Item 7** Sperry Marine Interswitch 4 x 6

Standard Ferry Furuno Radar Equipment

- Item 1** Furuno Series 1800

Standard Ferry SAAB Nav System R4 (DGPS) Equipment

- Item 1** SAAB Nav System R4 (DGPS)

Standard Ferry Transas NaviSailor Global Positioning System (GPS) Equipment

- Item 1** Transas NaviSailor 4000
- Item 2** Transas NaviSailor 4000 (Slave)
- Item 3** Transas NaviSailor 4000 ECS
- Item 4** Transas NaviSailor 4000 ECS (Slave)
- Item 5** Transas NaviSailor 4000 ECDIS
- Item 6** Transas NaviSailor 3000i
- Item 7** Transas NaviSailor 3000i Slave

Standard Ferry Pacific Radar Tracking Equipment

- Item 1** Pacific Radar TRK-EKI 1522 ADV
- Item 2** Pacific Radar TRK-EKI1 1552 ADV

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Standard Ferry SAAB AIS Equipment

- Item 1** SAAB Nav System R5 (AIS)
- Item 2** SAAB AIS System R4 (AIS)
- Item 3** SAAB AIS System AIS

Standard Ferry Anschutz/Raytheon Gyro Compass Equipment

- Item 1** Anschutz/Raytheon Compilot 20

Standard Ferry Sperry Gyro Compass Equipment

- Item 1** Sperry Navigate X Mk 1 HMS
- Item 2** Sperry Marine MK 37 Mk VT
- Item 3** Sperry Marine Navigat X Mk 1
- Item 4** Sperry Naviat X Mk 1

Standard Ferry Ross Depth Sounder Equipment

- Item 1** Ross digital depth sounder D 600F
- Item 2** Ross Lab D 600E
- Item 3** Ross digital depth sounder
- Item 4** Ross Laboratories D 600E

Standard Ferry Raytheon Depth Sounder Equipment

- Item 1** Raytheon DE-714A fathometer (with graph recorder)

Standard Ferry Sperry Depth Sounder Equipment

- Item 1** Sperry ES 5000 depth sounder

Standard Ferry Furuno Depth Sounder Equipment

- Item 1** Furuno ACQ
- Item 2** Furuno FE-700
- Item 3** Furuno model FE-700

Standard Ferry Weather System Equipment

- Item 1** RM Young Wind Tracker System

Standard Ferry AXIS CCTV Equipment

- Item 1** AXIS CCTV

Standard Ferry QSEE CCTV Equipment

- Item 1** QSEE CCTV

Standard Ferry PELCO CCTV Equipment

Item 1 PELCO CCTV

Standard Ferry CamCentral CCTV Equipment

Item 1 CamCentral CCTV

Standard Ferry Panasonic CCTV Equipment

Item 1 Panasonic CCTV

Standard Ferry Pelco CCTV Equipment

Item 1 Pelco DVR-32 DX81322000 CCTV

Standard Ferry Rose Point Software Public Information Display System Equipment

Item 1 Rose Point Software

Standard Ferry Transas Software Public Information Display System Equipment

Item 1 Transas Software

Standard Ferry Unique Software Public Information Display System Equipment

Item 1 Unique Software

Standard Ferry Sperry Marine Speed Log Equipment

Item 1 Sperry Marine SRD 421/S speed log system

Standard Ferry Consilium Speed Log Equipment

Item 1 Consilium Sal R1A

Standard Ferry Simrad Auto Pilot Equipment

Item 1 Simrad AP 50

Standard Ferry Sperry Marine VDR Equipment

Item 1 Sperry Marine Voyagemaster VDR

Item 2 Sperry Mainer Voyagemaster Playback Station

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

Standard Ferry JRC VDR Equipment

Item 1 JRC JCY-1900

Item 2 JRC JLR-20

Standard Ferry Furuno Bridge Nav Watch Alarm System Equipment

Item 1 Furuno BR 500 (BNWAS)

Standard Ferry JRC GPS Compass Equipment

Item 1 JRC JLR 20

SEC. 3.02 SCOPE OF WORK FOR LOT #2 STANDARD FERRY VESSELS PARTS AND SERVICE FOR THE COMMUNICATIONS EQUIPMENT

1.0 INTRODUCTION

When parts and/or services are required, an AMHS officer from the vessel will call with a request for service and/or parts. The contractor shall provide an estimate for the services requested that includes all costs for completing the project. Costs will include, but are not limited to, labor costs and associated travel costs. Once the estimate is approved by AMHS, a Purchase Order will be issued. Only after the contractor receives confirmation of a Purchase Order shall charges be incurred. Once the Service Technician is on site at the vessel, a quote for parts and shipping shall be provided to AMHS, this quote may also contain a revised labor cost determined by the actual amount of work required to complete the service call. Once the quote is approved by AMHS, a revised Purchase Order shall be issued for the completion of the needed service.

Service calls may be scheduled ahead of time or emergency calls requiring prompt response may be requested. The contractor must be available for emergency service.

The contractor shall be reimbursed travel expenses in accordance with state travel provisions at the prevailing rate. See Section 3.09 COMPENSATION of this RFP.

2.0 SCOPE OF WORK

A. The contractor is expected to be on site at the ordering vessel's location within forty-eight (48) hours of receipt of an emergency service call order. If there is any reason the Contractor can't be on site at the ordering vessel's location within forty-eight (48) hours of receipt of an emergency service call order, the Contractor shall notify AMHS immediately upon realization that there will be a delay to provide the emergency service and shall provide a reasonable timeline for the emergency service to occur. Response times for other service calls shall be coordinated by AMHS and the Contractor. The contractor shall provide all labor, supervision, tools, equipment, materials (except as specified) and transportation to:

- (1) Perform preventative maintenance services and code-mandated safety/mechanical inspections and tests on AMHS Standard Ferry vessels.
- (2) Replace worn and defective "consumable" parts, and adjust equipment for proper operation, following manufacturer's recommendations and code requirements.
- (3) Rebuild or replace major components.
- (4) Perform new installation or modification of existing equipment.
- (5) Repair damage resulting from causes other than negligence of the contractor or contractor's employee(s).

A.1 The contractor is required to provide telephone consultations with the vessels for both emergency and non-emergency reasons within four (4) hours of call placement from AMHS.

B. Submittal of the required service reports and maintenance certificates are an integral part of the Scope of Work. Failure to submit service reports and maintenance certificates shall be deemed a service deficiency. Refer to Sections 4.0 and 6.0, of this Scope of Work.

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

3.0 COMPLIANCE WITH SAFETY CODES

The contractor shall maintain equipment in compliance with the latest adopted Safety Codes and all other codes and regulations (**U.S. Coast Guard and Det Norske Veritas or American Bureau of Shipping**) applicable to AMHS vessels. If a conflict exists between code provisions, the most stringent shall apply. The contractor shall promptly report to the AMHS Port Captain all known equipment deficiencies and provide cost proposals for corrective work outside the scope of the current purchase order within twenty-four (24) hours.

4.0 SCHEDULED SERVICE

Services may be performed at times when the vessels are in port. The contractor shall coordinate equipment shutdowns in advance with the vessel's Captain, and notify the Captain before any work begins and again when work is complete.

The contractor shall provide a written service report or maintenance certificate to the Captain before leaving the vessel. The report shall briefly indicate the maintenance and inspection actions performed. Any deficiencies or recommendations shall be noted. To meet ISM requirements, the service report shall also include the following details:

- Vessel;
- Date;
- Time;
- Location;
- Name of equipment inspected;
- Service Technician's name, and;
- Captain's name

5.0 REPLACEMENT PARTS

- A. The contractor shall maintain adequate stocks of consumable and high-mortality parts that may require replacement during routine servicing.
- B. The contractor shall maintain sources of supply so that other major components are available and can be delivered within fourteen (14) days of the order date, if a major breakdown occurs. If the timeline for delivery of parts will exceed fourteen days, the Contractor will notify AMHS as soon as possible with an estimated delivery date.
- C. If parts not readily available are required, the contractor shall make every effort to perform emergency repairs that will allow safe operation of the equipment within the shortest practicable time. All repairs will be considered temporary and incomplete until standard parts are procured and installed. If parts not in stock are needed, the contractor shall make every effort to obtain the parts with the least practicable delay. Replacement parts shall meet the equipment manufacturer's specifications in all respects.
- D. Within the contract scope of work, the contractor shall provide all consumable parts, components and supplies required to maintain the equipment service. "Consumable" parts are defined as having a typical service life of less than one year or costing two hundred dollars (\$200) or less each, F.O.B. destination at the jobsite.
- E. If major replacement parts are required, the contractor shall provide them and invoice the State per the Manufacturer's List Price F.O.B. destination at the jobsite. "Major" parts are defined as costing over two hundred dollars (\$200) each, F.O.B. jobsite.

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

6.0 SERVICE REPORTS

- A. The contractor shall provide the vessel’s Captain with a written service report at the completion of each inspection or service call before leaving the vessel. To meet ISM requirements, the service report shall also include the following details:
 - Vessel;
 - Date;
 - Time;
 - Location;
 - Name of equipment inspected;
 - Service Technician’s name, and;
 - Captain’s name
- B. The report shall briefly indicate the maintenance and inspection actions performed. Any deficiencies or recommendation shall be noted and specifically described.
- C. Service reports shall be submitted to the AMHS Port Captain within five (5) working days from the completion of service.
- D. Prior to leaving each service call the Service Tech shall have vessel’s Captain sign the written Service Report (contractor provided). This confirmation of service call shall accompany the subsequent invoice. No invoice will be paid without a service call confirmation signature.

7.0 COMPLETION OF SERVICE

The service will not be complete and the equipment will not be considered serviced, repaired, installed and acceptable by AMHS until it performs in compliance with the manufacturer’s published performance specifications.

8.0 WARRANTY

- A. The Contractor shall maintain sources of supply so that other major components are available and can be delivered within fourteen (14) days of the order date, if a major breakdown occurs. If the timeline for delivery of parts will exceed fourteen days, the Contractor will notify AMHS as soon as possible with an estimated delivery date.
- B. The state is not responsible for identifying conflicting warranty conditions before issuing a contract award or order. After award of the contract:
 - (1) If a conflict arises between the supplemental warranty and the warranty in this contract, the warranty in the contract will prevail.
 - (2) If the state’s rights are diminished as a result of application of the supplemental warranty, the supplemental warranty will be considered null and void and the contract warranty will prevail.
- C. The contractor agrees that warranties and other agreements will not be voided or invalidated if state personnel per contractor instruction and/or direction, either written or verbal properly disassembles, maintains, assembles, services, repairs and installs parts/equipment of performing the services outlined in this contract. Disputes arising from this section will be determined on a case by case basis by the procurement officer.

9.0 EQUIPMENT LIST

The equipment listed in this Scope of Work is not an all-inclusive list of Navigation and Control equipment AMHS has in operation. Work provided under this Scope of work includes, but is not limited to the equipment listed.

LOT #2 Standard Ferry Vessels Parts and Service for the Communications Equipment

Standard Ferry ICOM Radio Equipment

- Item 1** VHF radio (ICOM)
- Item 2** ICOM IC-M125 VHF radio
- Item 3** ICOM IC-M126DSC VHF-DSC radio
- Item 4** ICOM IC-M127 VHF
- Item 5** ICOM IC-M700 HF/SSB radio
- Item 6** HF SSB (Icom M700) radios

Standard Ferry II Morrow Apollo Radio Equipment

- Item 1** II Morrow Apollo SL40 aircraft scanner
- Item 2** II Morrow Apollo SL40 aircraft transceiver
- Item 3** II Morrow Apollo SL40 operating at 2182MHz

Standard Ferry Furuno Radio Equipment

- Item 1** Furuno RC1815 GMDSS Console
 - two VHF radios
 - two MF/HF radios
 - Navtex receiver
 - Inmarsat-C terminal
 - MF/HF telex receiver
 - one EPIRB
 - two SARTs
 - three portable VHF radios.

- Item 2** Furuno RC1815 GMDSS Console
 - two VHF radios
 - two MF/HF radios
 - Navtex receiver
 - Inmarsat-C terminal
 - MF/HF telex receiver
 - one EPIRB
 - two SARTs

- Item 3** Furuno Navtex receiver and weatherfax
- Item 4** Furuno RC1815 GMDSS Console

Standard Ferry Simrad Radio Equipment

- Item 1** Simrad RWI05 watch receiver
- Item 2** Simrad RW105 receiver

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

Standard Ferry Yaesu Musen Radio Equipment

Item 1 Yaesu Musen mdl FRG-7, 500 kHz-29 MHz
high-frequency radio receiver

Standard Ferry SEA156 Radio Equipment

Item 1 SEA156 VHF radio

Standard Ferry Sailor Radio Equipment

Item 1 VHF (Sailor RT144AC)

Standard Ferry GMDSS Area 3 suite Radio Equipment

Item 1 GMDSS Area 3 suite

Standard Ferry Installed VHF Radio Equipment

Item 1 Installed VHF radios

Standard Ferry Standard Horizon VHF Radio Equipment

Item 1 Standard Horizon VHF radios

Standard Ferry AM/FM receiver Radio Equipment

Item 1 AM/FM receiver

Standard Ferry Furuno Navtex Equipment

Item 1 Furuno Nx 700

Item 2 Furuno NX700P

Item 3 Furuno NX500

SEC. 3.03 CONTRACT TERM AND WORK SCHEDULE

The length of the contract will be from the date of award, approximately March 8, 2023 for approximately one year, through February 28, 2024, with four (4) one-year renewal options through February 28, 2028.

Unless otherwise provided in this RFP, the State and the successful offeror/contractor agree: (1) that any holding over of the contract excluding any exercised renewal options, will be considered as a month-to-month extension, and all other terms and conditions shall remain in full force and effect and (2) to provide written notice to the other party of the intent to cancel such month-to-month extension at least 30-days before the desired date of cancellation.

SEC. 3.04 DELIVERABLES

The contractor is expected to be on site at the ordering vessel's location within forty-eight (48) hours of receipt of an emergency service call order. If there is any reason the Contractor can't be on site at the ordering vessel's location within forty-eight (48) hours of receipt of an emergency service call order, the Contractor shall notify AMHS immediately upon realization that there will be a delay to provide the emergency service and shall provide a reasonable timeline for the emergency service to occur. Response times for other service calls shall be coordinated by AMHS and the Contractor. The contractor shall provide all labor, supervision, tools, equipment, materials (except as specified) and transportation to:

- A. The Contractor shall provide preventative maintenance services and code-mandated safety/mechanical inspections and tests on AMHS Standard Ferry vessels.
- B. The Contractor shall replace worn and defective "consumable" parts, and adjust equipment for proper operation, following manufacturer's recommendations and code requirements.
- C. The Contractor shall rebuild or replace major components when requested.
- D. The Contractor shall provide new installation or modification of existing equipment.
- E. The Contractor shall repair all damages resulting from causes other than negligence of the Contractor or Contractor's employee(s).
- F. The contractor shall provide telephone consultations with the vessels for both emergency and non-emergency reasons within four (4) hours of call placement from AMHS.
- G. The Contractor shall submit of all required service reports and maintenance certificates within the required time frames for each report or certificate.
- H. The Contractor shall coordinate equipment shutdowns in advance with the vessel's Captain, and notify the Captain before any work begins and again when work is complete.
- I. The Contractor shall maintain equipment in compliance with the latest adopted Safety Codes and all other codes and regulations applicable to AMHS vessels.
- J. The Contractor shall maintain adequate stocks of consumable and high-mortality parts that may require replacement during routine servicing.
- K. The Contractor shall maintain sources of supply so that other major components are available and can be delivered within fourteen (14) days of the order date, if a major breakdown occurs. If the timeline for delivery of parts will exceed fourteen days, the Contractor will notify AMHS as soon as possible with an estimated delivery date.
- L. If parts not readily available are required, the Contractor shall make every effort to perform emergency repairs that will allow safe operation of the equipment within the shortest practicable time. All repairs

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

will be considered temporary and incomplete until standard parts are procured and installed. If parts not in stock are needed, the contractor shall make every effort to obtain the parts with the least practicable delay. Replacement parts shall meet the equipment manufacturer’s specifications in all respects.

- M. The Contractor shall warranty all parts rendered against faulty materials and workmanship for the entire length of the manufacturer’s standard warranty whichever is longer. If during this period, faults develop with the parts rendered, they will be repaired and or replaced without additional cost to the state for the part(s) or labor.

SEC. 3.05 CONTRACT TYPE

This is an as-needed, fixed price with cost adjustment contract.

SEC. 3.06 COST PRICE ADJUSTMENTS

Consumer Price Index (CPI):

Proposed Labor Unit Costs by category will remain firm through February 28, 2024.

The contractor may request price adjustments, in writing, 30 days prior to the contract renewal date. Requests must be in writing and must be received 30 days prior to the contract renewal date. If the contractor fails to request a CPI price adjustment 30 days prior to the contract renewal date, the adjustment will be effective 30 days after the state receives their written request.

Price adjustments will be made in accordance with the percentage change in the U.S. Department of Labor Consumer Price Index (CPI-U) for All Urban Consumers, All Items, Urban Alaska.

The price adjustment rate will be determined by comparing the percentage difference between the CPI in effect for the base year six-month average July through December 2023; and each July through December six-month average thereafter. The percentage difference between those two CPI issues will be the price adjustment rate. No retroactive contract price adjustments will be allowed.

All price adjustments must be approved by the procurement officer prior to the implementation of the adjusted pricing. Approval shall be in the form of a contract amendment issued by the procurement officer.

SEC. 3.07 PROPOSED PAYMENT PROCEDURES

The state will make monthly payments based on a work performed.

SEC. 3.08 INVOICING

Each billing must consist of an invoice and Service Report. If reimbursements are requested as part of the invoice for travel or parts and shipping costs actual receipts/ invoices from those vendors must accompany the contractor’s invoice.

The Contractor shall invoice the State for parts per the Manufacturer’s List Price. Payment for parts costs must meet the requirements and criteria set out in Section 3.09 Compensation to be deemed eligible for payment.

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

Reimbursements for travel or parts and shipping costs must meet the requirements and criteria set out in Section 3.09 Compensation to be deemed eligible for payment. Reimbursement requests that do not meet the requirements and criteria will not be approved for payment.

No payment will be made until the Service Report and invoice has been approved by AMHS.

SEC. 3.09 COMPENSATION

The contractor shall be compensated under the following:

Direct Costs: The hourly rates per labor category offered in response to this RFP shall include all costs associated with providing the services to include all direct and indirect labor costs such as, but not limited to, hourly rates, taxes, overhead, fringe benefits, profit, utilities, and insurance. The following labor categories are included:

1. Technician, Straight Time
2. Technician, Overtime
3. Travel Time
4. Telephone Consultation

The state shall reimburse the contractor for Travel Expenses and for actual Parts and Shipping costs. All indirect costs must be approved in writing and in advance by the Project Director.

TRAVEL EXPENSE REIMBURSEMENT

Travel Expenses, shall be reimbursed in accordance with the *Alaska Administrative Manual 60* (AAM 60).

The State will reimburse the Contractor's actual receipted travel expenses per the following criteria:

- Airfare is limited to coach fare
- Lodging
- Reimbursement for meals will not exceed \$60.00 per day
- Rental vehicles are limited to mid-size or less make and model as opposed to premium options
- All travel costs must be shown as separate line items on the invoice
- Actual receipts must be provided with invoice for all travel expenses

Any travel must comply to the greatest possible extent with the following State of Alaska Travel policies (AAM 60 Travel.pdf) located at: <http://doa.alaska.gov/dof/manuals/aam> .

All Travel reimbursement must be preapproved in writing by AMHS.

SHIPPING COST REIMBURSEMENT

The State will reimburse the Contractor for actual shipping costs needed for the completion of requested work under the contract. Invoices from freight vendors must be provided for all parts and shipping expenses for reimbursement of those costs.

PARTS COSTS

The Contractor will invoice the State per the published Manufacturer's List Price for the parts. Upon request from the State, The Contractor shall provide actual manufacturer's invoices for contract auditing purposes.

No other costs will be allowed under this contract.

SEC. 3.10 CONTRACT PAYMENT

No payment will be made until the contract is approved by the Commissioner of the Department of Transportation & Public Facilities or the Commissioner's designee. Under no conditions will the state be liable for the payment of any interest charges associated with the cost of the contract.

The state is not responsible for and will not pay local, state, or federal taxes. All costs associated with the contract must be stated in U.S. currency.

SEC. 3.11 LOCATION OF WORK

The work is to be performed on the Standard Vessels of the AMHS. Service may be required at any port in Alaska, or in the Puget Sound area in WA or near Portland, OR

By signature on their proposal, the offeror certifies that all services provided under this contract by the contractor and all subcontractors shall be performed in the United States.

If the offeror cannot certify that all work will be performed in the United States, the offeror must contact the procurement officer in writing to request a waiver at least 10 days prior to the deadline for receipt of proposals.

The request must include a detailed description of the portion of work that will be performed outside the United States, where, by whom, and the reason the waiver is necessary.

Failure to comply with this requirement or to obtain a waiver may cause the state to reject the proposal as non-responsive, or cancel the contract.

SEC. 3.12 SUBCONTRACTORS

Subcontractors may be used to perform work under this contract. If an offeror intends to use subcontractors, the offeror must identify in the proposal the names of the subcontractors and the portions of the work the subcontractors will perform.

If a proposal with subcontractors is selected, the offeror must provide the following information concerning each prospective subcontractor within five working days from the date of the state's request:

- complete name of the subcontractor;
- complete address of the subcontractor;
- type of work the subcontractor will be performing;
- percentage of work the subcontractor will be providing;
- evidence that the subcontractor holds a valid Alaska business license; and
- a written statement, signed by each proposed subcontractor that clearly verifies that the subcontractor is committed to render the services required by the contract.

An offeror's failure to provide this information, within the time set, may cause the state to consider their proposal non-responsive and reject it. The substitution of one subcontractor for another may be made only at the discretion and prior written approval of the project director.

SEC. 3.13 JOINT VENTURES

Joint ventures are acceptable. If submitting a proposal as a joint venture, the offeror must submit a copy of the joint venture agreement which identifies the principals involved and their rights and responsibilities regarding performance and payment.

SEC. 3.14 RIGHT TO INSPECT PLACE OF BUSINESS

At reasonable times, the state may inspect those areas of the contractor's place of business that are related to the performance of a contract. If the state makes such an inspection, the contractor must provide reasonable assistance.

SEC. 3.15 F.O.B. POINT

All goods purchased through this contract will be F.O.B. final destination. Unless specifically stated otherwise, all prices offered must include the delivery costs to any location within the State of Alaska.

SEC. 3.16 CONTRACT PERSONNEL

Only Technicians approved by the AMHS may be proposed for work in support of this contract. Any change of the service technicians, project team members or subcontractors named in the proposal must be approved, in advance and in writing, by the project director. Personnel changes that are not approved by the state may be grounds for the state to terminate the contract.

SEC. 3.17 INSPECTION & MODIFICATION - REIMBURSEMENT FOR UNACCEPTABLE DELIVERABLES

The contractor is responsible for the completion of all work set out in the contract. All work is subject to inspection, evaluation, and approval by the project director. The state may employ all reasonable means to ensure that the work is progressing and being performed in compliance with the contract. The project director may instruct the contractor to make corrections or modifications if needed in order to accomplish the contract's intent. The contractor will not unreasonably withhold such changes.

Substantial failure of the contractor to perform the contract may cause the state to terminate the contract. In this event, the state may require the contractor to reimburse monies paid (based on the identified portion of unacceptable work received) and may seek associated damages.

SEC. 3.18 CONTRACT CHANGES - UNANTICIPATED AMENDMENTS

During the course of this contract, the contractor may be required to perform additional work. That work will be within the general scope of the initial contract. When additional work is required, the project director will provide the contractor a written description of the additional work and request the contractor to submit a firm time schedule for accomplishing the additional work and a firm price for the additional work. Cost and pricing data must be provided to justify the cost of such amendments per AS 36.30.400.

The contractor will not commence additional work until the project director has secured any required state approvals necessary for the amendment and issued a written contract amendment, approved by the Commissioner of the Department of Transportation & Public Facilities or the Commissioner's designee.

SEC. 3.19 VESSEL LAYUP/ VESSEL SERVICE LAYUP / REMOVAL OF VESSELS FROM SERVICE

AMHS may under their Operating Plan, puts vessels covered under this contract in a Layup status. The AMHS Project Manager will notify the Contractor when vessels in Layup will not require service under this contract, which Service Tasks those will be and the duration of each Vessel Service Layup. The AMHS Project Manager will notify the Contractor when to commence Service Tasks again following each Vessel Service Layup.

The AMHS Project Director will notify the Contractor, should any of the vessels covered under this contract be permanently removed from revenue service and no longer require that any of the Service Tasks under this contract be performed.

After just issuing the attached amendment, when a vessel is removed from Revenue Service, this language in the paragraph immediately above should probably read:

Upon notification by the Project Director, the Procurement Officer will issue a contract

amendment should any AMHS vessel be required to be taken out of Revenue Service and no longer require the services of the contract.”

SEC. 3.20 INSURANCE REQUIREMENTS

The successful offeror must provide proof of workers' compensation insurance prior to contract approval.

The successful offeror must secure the insurance coverage required by the state. The coverage must be satisfactory to the Department of Administration Division of Risk Management. An offeror's failure to provide evidence of such insurance coverage is a material breach and grounds for withdrawal of the award or termination of the contract.

Offerors must review form APPENDIX B1, attached, for details on required coverage. No alteration of these requirements will be permitted without prior written approval from the Department of Administration, Division of Risk Management. Objections to any of the requirements in APPENDIX B1 must be set out in the offeror's proposal.

SEC. 3.21 TERMINATION FOR DEFAULT

If the project director determines that the contractor has refused to perform the work or has failed to perform the work with such diligence as to ensure its timely and accurate completion, the state may, by providing written notice to the contractor, terminate the contractor's right to proceed with part or all of the remaining work.

This clause does not restrict the state's termination rights under the contract provisions of Appendix A, attached in Section 8. ATTACHMENTS.

SECTION 4. PROPOSAL FORMAT AND CONTENT

SEC. 4.01 PROPOSAL FORMAT AND CONTENT

The state discourages overly lengthy and costly proposals, however, in order for the state to evaluate proposals fairly and completely, offerors must follow the format set out in this RFP and provide all information requested.

The following instructions describe the format of how the offeror’s proposals should be assembled, and the order in which the proposal is to be submitted. These instructions are provided to ensure a complete submission of the information necessary for an equitable analysis and evaluation of proposals submitted in response to this RFP. Each offeror must provide every component listed below, in the order shown, using the format described for each component. A proposal may be rejected if it is incomplete or conditional in nature.

The RFP response will contain three (3) sections: (1) Proposal Transmittal with Checklist, (2) Technical Component, and (3) Cost Proposal.

Proposal Transmittal <<< SECTION A >>>

The following summary provides the required content and sequential order in which proposals are to be presented. For easier identification of RFP requirements and documentation, DOT&PF recommends that all proposals are assembled as indicated in this section. An offeror’s failure to include these items in their proposal may cause their proposal to be determined non-responsive and the proposal may be rejected. At the discretion of the offeror, other items not identified may be supplied with the proposal if the offeror feels that the additional information is pertinent to their proposal response. This list is not all inclusive.

1. Required proposal copies: Offerors must submit **Five (5)** hard copies (one original & four copies) of their proposal, in writing, and **TWO** thumb drives containing electronic copies of the entire proposal. **One** thumb drive will contain the transmittal information and the technical proposal. **One** thumb drive will contain the cost proposal. The proposal response should be addressed to the procurement officer in a sealed package. The cost proposal included with the package must be sealed separately from the rest of the proposal and must be clearly identified.

Emailed, faxed or oral proposals **will not be accepted**.

2. Proposal Submittal Letter: Include a transmittal letter containing the complete name (as it appears on the business license) and mailing address of the firm, telephone number, and email address of the contact person for the proposal.

The following information **MUST** be addressed in the letter or as an attachment within the transmittal section.

- Authorized signature (Section 1.10 (a))
- Offeror’s Certification A-H (Section 1.10 (b))
- Vendor Tax ID proof OR Vendor Tax ID number (Section 1.10 (c))
- Conflict of Interest Disclosure (Section 1.10 (d))
- Federal Requirements (Section 1.10 (e))
- Subcontractors Information <if applicable> (Section 3.12)
- Joint Venture Information <if applicable> (Section 3.13)

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- Review Insurance Requirements (Section 3.20)
- Valid Alaska Business License Proof (Section 6.02)
- Review & Agree to Standard Contract Provisions (Section 7.01)
- Disclosure of Proposal Contents <if applicable> Section 7.08
 - **NOTE:** Offeror’s shall **not** include a disclaimer on all of the proposal pages. If the offeror’s proposal includes trade secrets, confidential and other proprietary information, this information must be individually identified and shall include the reason(s) for confidentiality.
 - The Procurement officer will make the determination in writing if the information is to be maintained confidential. Following the Notice of Intent to Award, proposals become public information. Procurement records must include information to support the selection of contractor(s), typically this includes cost, qualifications, and other key components of a proposal.
- Alaskan Bidder Preference Certification Form <if applicable> (Attachment #7)
- RFP Amendments: All amendments issued for this RFP that require acknowledgement must be signed and included with the proposal [enclose only required signed amendments].
- RFP Submittal Checklist: The checklist is an integral part of the RFP, it must be signed and be included in the Proposal Transmittal Section (Attachment #8).

Proposal [Technical Component] <<< SECTION B>>>

- Title Page
- Table of Contents
- Prior Experience Evidence of Service Technician Competencies (Section 1.06)
- Management Plan for the Project (Section 4.03)
- Experience and Qualifications (Section 4.04)

Overall Technical Proposal Contents: The technical proposal must include the information outlined in Section 1.06 Prior Experience, Section 4.03 Management Plan for the Project and Section 4.04 Experience and Qualifications of this RFP. All proposals will be evaluated against Section 5 of this RFP. At a minimum, the following sections must be addressed within the Technical Proposal. No cost information may be included in the technical proposal.

- 4.03 – Management Plan for the Project
- 4.04 – Experience and Qualifications
- Prior Experience (Section 1.06) Evidence of Service Technician Competencies and
- Completed **Attachment #6** Equipment List for LOT #1 Standard Ferry Vessels Parts and Service for the Navigation/Control Equipment, & LOT #2 Standard Ferry Vessels Parts and Service for the Communications Equipment (*Offers shall complete and submit this Equipment List for the Lot or Lots submitted for the State’s consideration*)

COST PROPOSAL <<< SECTION C>>>

1. **Title Page:** Title page must include the name of the Company/Firm submitting the proposal, RFP Title, RFP number, Proposal Due Date, and must be labeled as Cost Proposal.
2. **Cost Proposal Contents:** The Cost Proposal included with the package must be sealed separately from the rest of the proposal and must be clearly identified, and submitted based on the instructions provided in Section 1.09 and Section 4.05 of this RFP.

SEC. 4.02 INTRODUCTION

See Section 4.01 PROPOSAL FORMAT AND CONTENT, Proposal Transmittal Section A Item 2 Proposal Submittal Letter for requirements. An offeror's failure to include the listed items in their proposal may cause the proposal to be determined to be non-responsive and the proposal may be rejected.

SEC. 4.03 MANAGEMENT PLAN FOR THE PROJECT

Offerors must provide comprehensive narrative statements that set out the management plan they intend to follow to respond to requests for service. Identify the personnel available to respond to the requests for service and base from which they will be traveling, if backup personnel available and where they will come from.

1. Include in the management plan the staff that will be responding to requests for materials.
2. Include in the management plan the staff that will be responding to requests for services.

SEC. 4.04 EXPERIENCE AND QUALIFICATIONS

Offerors must provide comprehensive narrative statements that illustrate the support they can offer for the systems on the AMHS vessels. At a minimum the offeror should provide the following:

1. Address the offerors experience in supporting the AMHS and other Marine Vessels.
2. Experience in working on and installing the equipment AMHS has on the vessels.
3. Provide Evidence of Service Technician's Competence per Section 1.06 PRIOR EXPERIENCE of this RFP.
4. Completed **Attachment #6** Equipment List for LOT #1 Standard Ferry Vessels Parts and Service for the Navigation/Control Equipment, & LOT #2 Standard Ferry Vessels Parts and Service for the Communications Equipment. Offerors will complete Attachment #6 only for the Lot or Lots submitted for the State's consideration.

SEC. 4.05 COST PROPOSAL

Offerors must complete and submit the Cost Proposal Summary provided in the RFP. No changes or alterations to this Cost Proposal Summary are permitted.

The cost proposal must include all direct and indirect costs associated with the performance of the contract, including, but not limited to, direct expenses, payroll, supplies, overhead assigned to each person working on the project and profit. Submit only one Cost Proposal in a separate, sealed envelope.

The cost proposal for this RFP is broken down by lots, by equipment type. There are a total of two (2) lots; LOT #1 Standard Ferry Vessels Parts and Service for the Navigation/Control Equipment,, LOT #2 Standard Ferry Vessels Parts and Service for the Communications Equipment .

Offerors will complete the cost proposal only for the Lot or Lots submitted for the State's consideration.

In order to be considered responsive for a lot, proposers must bid on all labor categories within that lot, and complete the Estimated Parts Cost section in the cost proposal form. If there is no charge associated for a labor category listed inside a lot proposers will enter "no charge" for that labor category.

The Estimated Parts Cost section is for evaluation purposes only. Parts costs will be reimbursed or paid per Section 3.09 COMPENSATION of this RFP.

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The cost proposal shall not include any cost for travel expenses other than travel time as those costs will be reimbursed or paid per Section 3.09 COMPENSATION of this RFP.

SEC. 4.06 EVALUATION CRITERIA

All proposals will be reviewed to determine if they are responsive. Proposals determined to be responsive will be evaluated using the criterion that is set out in Section 5. EVALUATION CRITERIA AND CONTRACTOR SELECTION.

An evaluation may not be based on discrimination due to the race, religion, color, national origin, sex, age, marital status, pregnancy, parenthood, disability, or political affiliation of the offeror.

SECTION 5. EVALUATION CRITERIA AND CONTRACTOR SELECTION

THE TOTAL NUMBER OF POINTS USED TO SCORE THIS PROPOSAL IS 100

SEC. 5.01 MANAGEMENT PLAN FOR THE PROJECT (20%)

Proposals will be evaluated against the questions set out below:

- 1) How well does the management plan support all of the project requirements and logically lead to the deliverables required in the RFP?
- 2) How well does the management plan illustrate the lines of authority and communication?
- 3) Is the organization of the project team clear?
- 4) Did the offeror address their willingness and experience in responding to emergency telephone consultations with the vessels?

SEC. 5.02 EXPERIENCE AND QUALIFICATIONS (30%)

Proposals will be evaluated against the questions set out below:

1) Questions regarding the personnel:

- a) Do the individuals assigned to the project have experience supporting the AMHS vessels or other marine vessels with similar equipment?
- b) Does the offeror have the staff experienced in researching parts?
- c) Did the proposal demonstrate experienced staff capable of performing the work described in this RFP?
- d) Did the proposal demonstrate experience in working on and installing equipment and systems similar to that used by the AMHS?
- e) Did the proposal demonstrate experienced staff capable of performing the work described in this RFP?

2) Questions regarding the firm and subcontractor (if used):

- a) Has the firm demonstrated they have worked on systems similar to those on the AMHS vessels? Has the offeror has supported the AMHS in the past address previous work?
- b) Did the proposal identify product lines and equipment they can provide and service?
- c) Did the firm demonstrate experience with marine systems? Has the offeror has supported the AMHS in the past?

SEC. 5.03 CONTRACT COST (40 %)

Overall, a minimum of 40% of the total evaluation points for each lot will be assigned to cost. The cost amount used for evaluation may be affected by one or more of the preferences referenced under Section 6.11.

Converting Cost to Points

The lowest cost proposal will receive the maximum number of points allocated to cost. The point allocations for cost on the other proposals will be determined through the method set out in Section 6.15

SEC. 5.04 ALASKA OFFEROR PREFERENCE (10%)

If an offeror qualifies for the Alaska Bidder Preference, the offeror will receive an Alaska Offeror Preference. The preference will be 10% of the total available points. This amount will be added to the overall evaluation score of each Alaskan offeror.

SECTION 6. GENERAL PROCESS INFORMATION

SEC. 6.01 INFORMAL DEBRIEFING

When the contract is completed, an informal debriefing may be performed at the discretion of the project director. If performed, the scope of the debriefing will be limited to the work performed by the contractor.

SEC. 6.02 ALASKA BUSINESS LICENSE AND OTHER REQUIRED LICENSES

Prior to the award of a contract, an offeror must hold a valid Alaska business license. However, in order to receive the Alaska Bidder Preference and other related preferences, such as the Alaska Veteran and Alaska Offeror Preference, an offeror must hold a valid Alaska business license prior to the deadline for receipt of proposals. Offerors should contact the **Department of Commerce, Community and Economic Development, Division of Corporations, Business, and Professional Licensing, PO Box 110806, Juneau, Alaska 99811-0806**, for information on these licenses. Acceptable evidence that the offeror possesses a valid Alaska business license may consist of any one of the following:

- copy of an Alaska business license;
- certification on the proposal that the offeror has a valid Alaska business license and has included the license number in the proposal;
- a canceled check for the Alaska business license fee;
- a copy of the Alaska business license application with a receipt stamp from the state's occupational licensing office; or
- a sworn and notarized statement that the offeror has applied and paid for the Alaska business license.

You are not required to hold a valid Alaska business license at the time proposals are opened if you possess one of the following licenses and are offering services or supplies under that specific line of business:

- fisheries business licenses issued by Alaska Department of Revenue or Alaska Department of Fish and Game,
- liquor licenses issued by Alaska Department of Revenue for alcohol sales only,
- insurance licenses issued by Alaska Department of Commerce, Community and Economic Development, Division of Insurance, or
- Mining licenses issued by Alaska Department of Revenue.

Prior the deadline for receipt of proposals, all offerors must hold any other necessary applicable professional licenses required by Alaska Statute.

SEC. 6.03 SITE INSPECTION

The state may conduct on-site visits to evaluate the offeror's capacity to perform the contract. An offeror must agree, at risk of being found non-responsive and having its proposal rejected, to provide the state reasonable

access to relevant portions of its work sites. Individuals designated by the procurement officer at the state's expense will make site inspection.

SEC. 6.04 CLARIFICATION OF OFFERS

In order to determine if a proposal is reasonably susceptible for award, communications by the procurement officer or the proposal evaluation committee (PEC) are permitted with an offeror to clarify uncertainties or eliminate confusion concerning the contents of a proposal. Clarifications may not result in a material or substantive change to the proposal. The evaluation by the procurement officer or the PEC may be adjusted as a result of a clarification under this section.

SEC. 6.05 DISCUSSIONS WITH OFFERORS

Discussions Held Must Be Accessible To prospective offerors With Disabilities. This Means that The Location Must Be Accessible.

In Addition, Signing Interpreters Or other Accommodations Must Be Provided If Required.

The state may conduct discussions with offerors in accordance with AS 36.30.240 and 2 AAC 12.290. The purpose of these discussions will be to ensure full understanding of the requirements of the RFP and proposal. Discussions will be limited to specific sections of the RFP or proposal identified by the procurement officer. Discussions will only be held with offerors who have submitted a proposal deemed reasonably susceptible for award by the procurement officer. Discussions, if held, will be after initial evaluation of proposals by the procurement officer or the PEC. If modifications are made as a result of these discussions they will be put in writing. Following discussions, the procurement officer may set a time for best and final proposal submissions from those offerors with whom discussions were held. Proposals may be reevaluated after receipt of best and final proposal submissions.

If an offeror does not submit a best and final proposal or a notice of withdrawal, the offeror's immediate previous proposal is considered the offeror's best and final proposal.

Offerors with a disability needing accommodation should contact the procurement officer prior to the date set for discussions so that reasonable accommodation can be made. Any oral modification of a proposal must be reduced to writing by the offeror.

SEC. 6.06 EVALUATION OF PROPOSALS

The procurement officer, or an evaluation committee made up of at least three state employees or public officials, will evaluate proposals. The evaluation will be based solely on the evaluation factors set out in **SECTION 5. EVALUATION CRITERIA AND CONTRACTOR SELECTION.**

After receipt of proposals, if there is a need for any substantial clarification or material change in the RFP, an amendment will be issued. The amendment will incorporate the clarification or change, and a new date and time established for new or amended proposals. Evaluations may be adjusted as a result of receiving new or amended proposals.

SEC. 6.07 CONTRACT NEGOTIATION

After final evaluation, the procurement officer may negotiate with the offeror of the highest-ranked proposal. Negotiations, if held, shall be within the scope of the request for proposals and limited to those items which would not have an effect on the ranking of proposals. If the highest-ranked offeror fails to provide necessary information for negotiations in a timely manner, or fails to negotiate in good faith, the state may terminate negotiations and negotiate with the offeror of the next highest-ranked proposal. If contract negotiations are commenced, they may be held in the Administrative Services Director's conference room on the 3rd floor of the Department of Transportation & Public Facilities Building in Juneau, Alaska.

If the contract negotiations take place in Juneau, Alaska, the offeror will be responsible for their travel and per diem expenses.

SEC. 6.08 FAILURE TO NEGOTIATE

If the selected offeror

- fails to provide the information required to begin negotiations in a timely manner; or
- fails to negotiate in good faith; or
- indicates they cannot perform the contract within the budgeted funds available for the project; or
- if the offeror and the state, after a good faith effort, simply cannot come to terms,

The State may terminate negotiations with the offeror initially selected and commence negotiations with the next highest ranked offeror.

SEC. 6.09 OFFEROR NOTIFICATION OF SELECTION

After the completion of contract negotiation the procurement officer will issue a written Notice of Intent to Award (NIA) and send copies to all offerors. The NIA will set out the names of all offerors and identify the proposal selected for award.

SEC. 6.10 PROTEST

AS 36.30.560 provides that an interested party may protest the content of the RFP.

An interested party is defined in 2 AAC 12.990(a) (7) as "an actual or prospective bidder or offeror whose economic interest might be affected substantially and directly by the issuance of a contract solicitation, the award of a contract, or the failure to award a contract."

If an interested party wishes to protest the content of a solicitation, the protest must be received, in writing, by the procurement officer at least ten days prior to the deadline for receipt of proposals.

AS 36.30.560 also provides that an interested party may protest the award of a contract or the proposed award of a contract.

If an offeror wishes to protest the award of a contract or the proposed award of a contract, the protest must be received, in writing, by the procurement officer within ten days after the date the Notice of Intent to Award the contract is issued.

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A protester must have submitted a proposal in order to have sufficient standing to protest the proposed award of a contract. Protests must include the following information:

- the name, address, and telephone number of the protester;
- the signature of the protester or the protester's representative;
- identification of the contracting agency and the solicitation or contract at issue;
- a detailed statement of the legal and factual grounds of the protest including copies of relevant documents; and the form of relief requested.

Protests filed by telex or telegram are not acceptable because they do not contain a signature. Fax copies containing a signature are acceptable.

The procurement officer will issue a written response to the protest. The response will set out the procurement officer's decision and contain the basis of the decision within the statutory time limit in AS 36.30.580. A copy of the decision will be furnished to the protester by certified mail, fax or another method that provides evidence of receipt.

All offerors will be notified of any protest. The review of protests, decisions of the procurement officer, appeals, and hearings, will be conducted in accordance with the State Procurement Code (AS 36.30), Article 8 "Legal and Contractual Remedies."

SEC. 6.11 APPLICATION OF PREFERENCES

Certain preferences apply to all contracts for professional services, regardless of their dollar value. The Alaska Bidder, Alaska Veteran, and Alaska Offeror preferences are the most common preferences involved in the RFP process. Additional preferences that may apply to this procurement are listed below. Guides that contain excerpts from the relevant statutes and codes, explain when the preferences apply and provide examples of how to calculate the preferences are available at the **Department of Administration, Division of General Service's** web site: <http://doa.alaska.gov/dgs/pdf/pref1.pdf>

- Alaska Products Preference - AS 36.30.332
- Recycled Products Preference - AS 36.30.337
- Local Agriculture and Fisheries Products Preference - AS 36.15.050
- Employment Program Preference - AS 36.30.321(b)
- Alaskans with Disabilities Preference - AS 36.30.321(d)
- Alaska Veteran's Preference - AS 36.30.321(f)

The Division of Vocational Rehabilitation in the Department of Labor and Workforce Development keeps a list of qualified employment programs and individuals who qualify as persons with a disability. As evidence of a business' or an individual's right to the Employment Program or Alaskans with Disabilities preferences, the Division of Vocational Rehabilitation will issue a certification letter. To take advantage of these preferences, a business or individual must be on the appropriate Division of Vocational Rehabilitation list prior to the time designated for receipt of proposals. Offerors must attach a copy of their certification letter to the proposal. **An offeror's failure to provide this certification letter with their proposal will cause the state to disallow the preference.**

SEC. 6.12 ALASKA BIDDER PREFERENCE

An Alaska Bidder Preference of 5% will be applied to the price in the proposal. The preference will be given to an offeror who:

- 1) holds a current Alaska business license prior to the deadline for receipt of proposals;
- 2) submits a proposal for goods or services under the name appearing on the offeror's current Alaska business license;
- 3) has maintained a place of business within the state staffed by the offeror, or an employee of the offeror, for a period of six months immediately preceding the date of the proposal;
- 4) is incorporated or qualified to do business under the laws of the state, is a sole proprietorship and the proprietor is a resident of the state, is a limited liability company (LLC) organized under AS 10.50 and all members are residents of the state, or is a partnership under former AS 32.05, AS 32.06 or AS 32.11 and all partners are residents of the state; and
- 5) if a joint venture, is composed entirely of ventures that qualify under (1)-(4) of this subsection.

Alaska Bidder Preference Certification Form

In order to receive the Alaska Bidder Preference, the proposal must include the Alaska Bidder Preference Certification Form attached to this RFP. An offeror does not need to complete the Alaska Veteran Preference questions on the form if not claiming the Alaska Veteran Preference. An offeror's failure to provide this completed form with their proposal will cause the state to disallow the preference.

SEC. 6.13 ALASKA VETERAN PREFERENCE

An Alaska Veteran Preference of 5%, not to exceed \$5,000, will be applied to the price in the proposal. The preference will be given to an offeror who qualifies under AS 36.30.990(2) as an Alaska bidder and is a:

- A. sole proprietorship owned by an Alaska veteran;
- B. partnership under AS 32.06 or AS 32.11 if a majority of the partners are Alaska veterans;
- C. limited liability company organized under AS 10.50 if a majority of the members are Alaska veterans; or
- D. corporation that is wholly owned by individuals, and a majority of the individuals are Alaska veterans.

In accordance with AS 36.30.321(i), the bidder must also add value by actually performing, controlling, managing, and supervising the services provided, or for supplies, the bidder must have sold supplies of the general nature solicited to other state agencies, other government, or the general public.

Alaska Veteran Preference Certification

In order to receive the Alaska Veteran Preference, the proposal must include the Alaska Bidder Preference Certification Form attached to this RFP. An offeror's failure to provide this completed form with their proposal will cause the state to disallow the preference.

SEC. 6.14 ALASKA OFFEROR PREFERENCE

2 AAC 12.260(e) provides Alaska offerors a 10% overall evaluation point preference. Alaska bidders, as defined in AS 36.30.990(2), are eligible for the preference. An Alaska offeror will receive 10 percent of the total available points added to their overall evaluation score as a preference.

SEC. 6.15 FORMULA USED TO CONVERT COST TO POINTS

The distribution of points based on cost will be determined as set out in 2 AAC 12.260(c). The lowest cost proposal will receive the maximum number of points allocated to cost. The point allocations for cost on the other proposals will be determined using the formula:

$$[(\text{Price of Lowest Cost Proposal}) \times (\text{Maximum Points for Cost})] \div (\text{Cost of Each Higher Priced Proposal})$$

SEC. 6.16 EXAMPLES: CONVERTING COST TO POINTS & APPLYING PREFERENCES

(a) FORMULA USED TO CONVERT COST TO POINTS

Step 1

List all proposal prices, adjusted where appropriate by the application of applicable preferences claimed by the offeror.

Offeror #1	\$40,000
Offeror #2	\$42,750
Offeror #3	\$47,500

Step 2

In this example, the RFP allotted 40% of the available 100 points to cost. This means that the lowest cost will receive the maximum number of points.

Offeror #1 receives 40 points.

The reason they receive that amount is because the lowest cost proposal, in this case \$40,000, receives the maximum number of points allocated to cost, 40 points.

Offeror #2 receives 37.4 points.

$$\$40,000 \text{ lowest cost} \times 40 \text{ maximum points for cost} = 1,600,000 \div \$42,750 \text{ cost of Offeror \#2's proposal} = 37.4$$

Offeror #3 receives 33.7 points.

$$\$40,000 \text{ lowest cost} \times 40 \text{ maximum points for cost} = 1,600,000 \div \$47,500 \text{ cost of Offeror \#3's proposal} = 33.7$$

(b) ALASKA OFFEROR PREFERENCE

Step 1

Determine the number of points available to qualifying offerors under this preference.

$$100 \text{ Total Points Available in RFP} \times 10\% \text{ Alaska offerors preference} = 10 \text{ Points for the Preference}$$

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Step 2 Determine which offerors qualify as Alaska bidders and thus, are eligible for the Alaska offerors preference. For the purpose of this example, presume that all of the proposals have been completely evaluated based on the evaluation criteria in the RFP. The scores at this point are:

Offeror #1	83 points	No Preference	0 points
Offeror #2	74 points	Alaska Offerors Preference	10 points
Offeror #3	80 points	Alaska Offerors Preference	10 points

Step 3

Add the applicable Alaska offerors preference amounts to the offeror’s scores:

Offeror #1	83 points	
Offeror #2	84 points	(74 points + 10 points)
Offeror #3	90 points	(80 points + 10 points)

Step 4

Offeror #3 is the highest scoring offeror and would get the award, provided their proposal is responsible and responsive.

SECTION 7. GENERAL LEGAL INFORMATION

SEC. 7.01 STANDARD CONTRACT PROVISIONS

The contractor will be required to sign and submit the State's Standard Agreement Form for Professional Services Contracts (form SAF.DOC/Appendix A) **OR** Standard Contract Form for Goods and Non-Professional Services (form SCF.DOC/Appendix A). This form is attached in **SECTION 8. ATTACHMENTS** for your review. The contractor must comply with the contract provisions set out in this attachment. No alteration of these provisions will be permitted without prior written approval from the Department of Law. Objections to any of the provisions in Appendix A must be set out in the offeror's proposal in a separate document. Please include the following information with any change that you are proposing:

1. Identify the provision the offeror takes exception with.
2. Identify why the provision is unjust, unreasonable, etc.
3. Identify exactly what suggested changes should be made.

SEC. 7.02 QUALIFIED OFFERORS

Per 2 AAC 12.875, unless provided for otherwise in the RFP, to qualify as an offeror for award of a contract issued under AS 36.30, the offeror must:

- 1) Add value in the contract by actually performing, controlling, managing, or supervising the services to be provided; or
- 2) Be in the business of selling and have actually sold on a regular basis the supplies that are the subject of the RFP.

If the offeror leases services or supplies or acts as a broker or agency in providing the services or supplies in order to meet these requirements, the procurement officer may not accept the offeror as a qualified offeror under AS 36.30.

SEC. 7.03 PROPOSAL AS A PART OF THE CONTRACT

Part or all of this RFP and the successful proposal may be incorporated into the contract.

SEC. 7.04 ADDITIONAL TERMS AND CONDITIONS

The state reserves the right to add terms and conditions during contract negotiations. These terms and conditions will be within the scope of the RFP and will not affect the proposal evaluations.

SEC. 7.05 HUMAN TRAFFICKING

By signature on their proposal, the offeror certifies that the offeror is not established and headquartered or incorporated and headquartered in a country recognized as Tier 3 in the most recent United States Department of State's Trafficking in Persons Report.

The most recent United States Department of State's Trafficking in Persons Report can be found at the following website: <https://www.state.gov/trafficking-in-persons-report/>

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Failure to comply with this requirement will cause the state to reject the proposal as non-responsive, or cancel the contract.

SEC. 7.06 RIGHT OF REJECTION

Offerors must comply with all of the terms of the RFP, the State Procurement Code (AS 36.30), and all applicable local, state, and federal laws, codes, and regulations. The procurement officer may reject any proposal that does not comply with all of the material and substantial terms, conditions, and performance requirements of the RFP.

Offerors may not qualify the proposal nor restrict the rights of the state. If an offeror does so, the procurement officer may determine the proposal to be a non-responsive counter-offer and the proposal may be rejected.

Minor informalities that:

- do not affect responsiveness;
- are merely a matter of form or format;
- do not change the relative standing or otherwise prejudice other offers;
- do not change the meaning or scope of the RFP;
- are trivial, negligible, or immaterial in nature;
- do not reflect a material change in the work; or
- do not constitute a substantial reservation against a requirement or provision;

may be waived by the procurement officer.

The state reserves the right to refrain from making an award if it determines that to be in its best interest.

A proposal from a debarred or suspended offeror shall be rejected.

SEC. 7.07 STATE NOT RESPONSIBLE FOR PREPARATION COSTS

The state will not pay any cost associated with the preparation, submittal, presentation, or evaluation of any proposal.

SEC. 7.08 DISCLOSURE OF PROPOSAL CONTENTS

All proposals and other material submitted become the property of the State of Alaska and may be returned only at the state's option. AS 40.25.110 requires public records to be open to reasonable inspection. All proposal information, including detailed price and cost information, will be held in confidence during the evaluation process and prior to the time a Notice of Intent to Award is issued. Thereafter, proposals will become public information.

The Office of Procurement and Property Management (OPPM), or their designee recognizes that some information an offeror submits might be confidential under the United States or the State of Alaska Constitution, a federal statute or regulation, or a State of Alaska statute: i.e., might be confidential business information (CBI). See, e.g., article 1, section 1 of the Alaska Constitution; AS 45.50.910 – 45.50.945 (the Alaska Uniform Trade Secrets Act); DNR v. Arctic Slope Regional Corp., 834 P.2d 134, 137-39 (Alaska 1991). For OPPM or their designee

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to treat information an offeror submits with its proposal as CBI, the offeror must do the following when submitting their proposal: (1) mark the specific information it asserts is CBI; and (2) for each discrete set of such information, identify, in writing, each authority the offeror asserts make the information CBI. If the offeror does not do these things, the information will become public after the Notice of Intent to Award is issued. If the offeror does these things, OPPM or their designee will evaluate the offeror's assertion upon receiving a request for the information. If OPPM or their designee reject the assertion, they will, to the extent permitted by federal and State of Alaska law, undertake reasonable measures to give the offeror an opportunity to object to the disclosure of the information.

SEC. 7.09 ASSIGNMENT

Per 2 AAC 12.480, the contractor may not transfer or assign any portion of the contract without prior written approval from the procurement officer. Proposals that are conditioned upon the state's approval of an assignment will be rejected as non-responsive.

SEC. 7.10 DISPUTES

A contract resulting from this RFP is governed by the laws of the State of Alaska. If the contractor has a claim arising in connection with the agreement that it cannot resolve with the state by mutual agreement, it shall pursue the claim, if at all, in accordance with the provisions of AS 36.30.620 – AS 36.30.632. To the extent not otherwise governed by the preceding, the claim shall be brought only in the Superior Court of the State of Alaska and not elsewhere.

SEC. 7.11 SEVERABILITY

If any provision of the contract or agreement is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected; and, the rights and obligations of the parties will be construed and enforced as if the contract did not contain the particular provision held to be invalid.

SEC. 7.12 SUPPLEMENTAL TERMS AND CONDITIONS

Proposals must comply with SEC. 7.06 Right of Rejection. However, if the state fails to identify or detect supplemental terms or conditions that conflict with those contained in this RFP or that diminish the state's rights under any contract resulting from the RFP, the term(s) or condition(s) will be considered null and void. After award of contract:

if conflict arises between a supplemental term or condition included in the proposal and a term or condition of the RFP, the term or condition of the RFP will prevail; and

if the state's rights would be diminished as a result of application of a supplemental term or condition included in the proposal, the supplemental term or condition will be considered null and void.

SEC. 7.13 CONTRACT INVALIDATION

If any provision of this contract is found to be invalid, such invalidation will not be construed to invalidate the entire contract.

SEC. 7.14 SOLICITATION ADVERTISING

Public notice has been provided in accordance with 2 AAC 12.220.

SEC. 7.15 FEDERALLY IMPOSED TARIFFS

Changes in price (increase or decrease) resulting directly from a new or updated federal tariff, excise tax, or duty, imposed after contract award may be adjusted during the contract period or before delivery into the United States via contract amendment.

- Notification of Changes: The contractor must promptly notify the procurement officer in writing of any new, increased, or decreased Federal excise tax or duty that may result in either an increase or decrease in the contact price and shall take appropriate action as directed by the procurement officer.
- After-imposed or Increased Taxes and Duties: Any federal excise tax or duty for goods or services covered by this contract that was exempted or excluded on the contract award date but later imposed on the contractor during the contract period, as the result of legislative, judicial, or administrative action may result in a price increase provided:
 - a) The tax or duty takes effect after the contract award date and isn't otherwise addressed by the contract;
 - b) The contractor warrants, in writing, that no amount of the newly imposed federal excise tax or duty or rate increase was included in the contract price, as a contingency or otherwise.
- After-relieved or Decreased Taxes and Duties: The contract price shall be decreased by the amount of any decrease in federal excise tax or duty for goods or services under the contract, except social security or other employment taxes, that the contractor is required to pay or bear, or does not obtain a refund of, through the contractor's fault, negligence, or failure to follow instructions of the procurement officer.
- State's Ability to Make Changes: The state reserves the right to request verification of Federal excise tax or duty amounts on goods or services covered by this contract and increase or decrease the contract price accordingly.
- Price Change Threshold: No adjustment shall be made in the contract price under this clause unless the amount of the adjustment exceeds \$250.

SECTION 8. ATTACHMENTS

SEC. 8.01 ATTACHMENTS

Attachments:

- 1) Proposal Evaluation Form
- 2) Cost Proposal Form
- 3) Standard Contract Form & Appendix A
- 4) Appendix B1 Indemnity and Insurance
- 5) Notice of Intent to Award
- 6) Equipment List for LOT #1 Standard Ferry Vessels Parts and Service for the Navigation/Control Equipment, & LOT #2 Standard Ferry Vessels Parts and Service for the Communications Equipment
- 7) Alaska Bidder Preference Certifications Form
- 8) RFP Submittal Checklist

ATTACHMENT 1: PROPOSAL EVALUATION FORM

All proposals will be reviewed for responsiveness and then evaluated using the criteria set out herein.

Offeror Name: _____
 Evaluator Name: _____
 Date of Review: _____
 RFP Number: 2523S059

EVALUATION CRITERIA AND SCORING

THE TOTAL NUMBER OF POINTS USED TO SCORE THIS PROPOSAL IS 100

5.01 Management Plan for the Project—20 Percent

Maximum Point Value for this Section - 20 Points

100 Points x 20 Percent = 20 Points

Proposals will be evaluated against the questions set out below.

- 1) How well does the management plan support all of the project requirements and logically lead to the deliverables required in the RFP?

NOTES: _____

- 2) How well does the management plan illustrate the lines of authority and communication?

NOTES: _____

- 3) Is the organization of the project team clear?

NOTES: _____

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- 4) Did the offeror address their willingness and experience in responding to emergency telephone consultations with the vessels?

NOTES: _____

EVALUATOR'S POINT TOTAL FOR 5.01: _____

5.02 Experience and Qualifications—30 Percent

Maximum Point Value for this Section - 30 Points

100 Points x 30 Percent = 30 Points

Proposals will be evaluated against the questions set out below.

1) Questions regarding the personnel.

- a) Do the individuals assigned to the project have experience on similar projects?

NOTES: _____

- b) Does the offeror have the staff experienced in researching parts?

NOTES: _____

- c) Did the proposal demonstrate experienced staff capable of performing the work described in this RFP?

NOTES: _____

- d) Did the proposal demonstrate experience in working on and installing equipment and systems similar to that used by the AMHS?

NOTES: _____

- e) Did the proposal demonstrate experienced staff capable of performing the work described in this RFP?

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

NOTES: _____

Questions regarding the firm.

- a) Has the firm demonstrated they have worked on systems similar to those on the AMHS vessels?
Has the offeror has supported the AMHS in the past address previous work?

NOTES: _____

- b) Did the proposal identify product lines and equipment they can provide and service?

NOTES: _____

- c) Did the firm demonstrate experience with marine systems? Has the offeror has supported the AMHS in the past?

NOTES: _____

EVALUATOR'S POINT TOTAL FOR 5.02: _____

EVALUATOR'S COMBINED POINT TOTAL FOR ALL EVALUATED SECTIONS: _____

5.03 Contract Cost — 40 Percent

Maximum Point Value for this Section — 40 Points

100 Points x 40 Percent = 40 Points

Overall, a minimum of 40 percent of the total evaluation points will be assigned to cost. The cost amount used for evaluation may be affected by one or more of the preferences referenced under SECTION 6.11.

Converting Cost to Points

The lowest cost proposal will receive the maximum number of points allocated to cost. The point allocations for cost on the other proposals will be determined through the method set out in SECTION 6.15.

5.04 Alaska Offeror Preference — 10 Percent

Point Value for this Section — 10 Points

100 Points x 10 Percent = 10 Points

If an offeror qualifies for the Alaska Bidder Preference, the offeror will receive an Alaska Offeror Preference. The preference will be 10 percent of the total available points. This amount will be added to the overall evaluation score of each Alaskan offeror.

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

ATTACHMENT #2 COST PROPOSAL FORM

Offerors will complete the cost proposal only for the Lot or Lots submitted for the State’s consideration.

LOT #1 Standard Ferry Vessels Parts and Service for the Navigation/Control Equipment Cost Proposal

Labor Categories	Unit	Estimated Number of hours	Unit Rate	Extended Cost
Technician, Straight Time	Per Hour	200	\$	\$
Technician, Overtime	Per Hour	50	\$	\$
Technician, Holiday Time	Per Hour	50	\$	\$
Travel Time	Per Hour	50	\$	\$
Telephone Consultation	Per Hour	40	\$	\$

LOT # 1 Total Cost Labor Categories \$ _____

Estimated Parts Cost	Percentage of Parts Markup	Total Parts cost
\$75,000.00	% _____	\$ _____

LOT #1 Total Cost Labor & Parts \$ _____

LOT #2 Standard Ferry Vessels Parts and Service for the Communications Equipment Cost Proposal

Labor Categories	Unit	of hours	Unit Rate	Extended Cost
Technician, Straight Time	Per Hour	200	\$	\$
Technician, Overtime	Per Hour	50	\$	\$
Technician, Holiday Time	Per Hour	50	\$	\$
Travel Time	Per Hour	50	\$	\$
Telephone Consultation	Per Hour	40	\$	\$

LOT # 2 Total Cost Labor Categories \$ _____

Estimated Parts Cost	Percentage of Parts Markup	Total Parts cost
\$75,000.00	% _____	\$ _____

LOT #2 Total Cost Labor & Parts \$ _____

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

ATTACHMENT # 3 STANDARD CONTRACT FORM & APPENDIX A

STANDARD CONTRACT FORM Goods and Non-Professional Services

The parties' contract comprises this Standard Contract Form, as well as its referenced Articles and their associated Appendices

1. Agency Contract Number ■	2. Contract Title ■	3. Agency Fund Code ■	4. Agency Appropriation Code ■
5. Vendor Number ■	6. IRIS GAE Number (if used) ■	7. Alaska Business License Number ■	
This contract is between the State of Alaska,			
8. Department of ■	Division ■	hereafter the State, and	
9. Contractor ■			hereafter the Contractor
Mailing Address ■	Street or P.O. Box ■	City ■	State ■
			ZIP+4 ■

10.	
<p>ARTICLE 1. Appendices: Appendices referred to in this contract and attached to it are considered part of it.</p> <p>ARTICLE 2. Performance of Contract:</p> <p>2.1 Appendix A (General Conditions), Items 1 through 18, govern contract performance.</p> <p>2.2 Appendix B sets forth the liability and insurance provisions of this contract.</p> <p>2.3 Appendix C sets forth the scope of work/services to be performed by the contractor.</p> <p>ARTICLE 3. Period of Performance: The period of performance for this contract begins ■, and ends, ■.</p> <p>ARTICLE 4. Considerations:</p> <p>4.1 In full consideration of the contractor's performance under this contract, the State shall pay the contractor a sum not to exceed \$■ in accordance with the provisions of Appendix D.</p> <p>4.2 When billing the State, the contractor shall refer to the Agency Contract Number and send the billing to:</p>	
11. Department of ■	Attention: Division of ■
Mailing Address ■	Attention: ■

12. CONTRACTOR	13. CONTRACTING AGENCY
Name of Firm ■	Department/Division ■
Signature of Authorized Representative ■	Signature of Procurement Officer ■
Typed or Printed Name of Authorized Representative ■	Typed or Printed Name of Procurement Officer ■
Date ■	Date ■

SCF.DOC (Rev. 04/14)

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

APPENDIX A

GENERAL CONDITIONS

1. **Inspections and Reports:**
The department may inspect, in the manner and at reasonable times it considers appropriate, all of the contractor's facilities and activities under this contract. The contractor shall make progress and other reports in the manner and at the times the department reasonably requires.
2. **Suitable Materials, Etc.:**
Unless otherwise specified, all materials, supplies or equipment offered by the contractor shall be new, unused, and of the latest edition, version, model or crop and of recent manufacture.
3. **Disputes:**
If the contractor has a claim arising in connection with the contract that it cannot resolve with the State by mutual agreement, it shall pursue the claim, if at all, in accordance with the provisions of AS 36.30.620-AS 36.30.632
4. **Default:**
In case of default by the contractor, for any reason whatsoever, the State of Alaska may procure the goods or services from another source and hold the contractor responsible for any resulting excess cost and may seek other remedies under law or equity.
5. **No Assignment or Delegation:**
The contractor may not assign or delegate this contract, or any part of it, or any right to any of the money to be paid under it, except with the written consent of the Procurement Officer.
6. **No Additional Work or Material:**
No claim for additional supplies or services, not specifically provided in this contract, performed or furnished by the contractor, will be allowed, nor may the contractor do any work or furnish any material not covered by the contract unless the work or material is ordered in writing by the Procurement Officer.
7. **Independent Contractor:**
The contractor and any agents and employees of the contractor act in an independent capacity and are not officers or employees or agents of the State in the performance of this contract.
8. **Payment of Taxes:**
As a condition of performance of this contract, the contractor shall pay all federal, State, and local taxes incurred by the contractor and shall require their payment by any subcontractor or any other persons in the performance of this contract. Satisfactory performance of this paragraph is a condition precedent to payment by the State under this contract.
9. **Compliance:**
In the performance of this contract, the contractor must comply with all applicable federal, state, and borough regulations, codes, and laws, and be liable for all required insurance, licenses, permits and bonds.
10. **Conflicting Provisions:**
Unless specifically amended and approved by the Department of Law, the terms of this contract supersede any provisions the contractor may seek to add. The contractor may not add additional or different terms to this contract; AS 45.02.207(b)(1). The contractor specifically acknowledges and agrees that, among other things, provisions in any documents it sees to append hereto that purport to (1) waive the State of Alaska's sovereign immunity, (2) impose indemnification obligations on the State of Alaska, or (3) seek to limit liability of the contractor for acts of contractor negligence, are expressly superseded by this contract and are void.
11. **Officials Not to Benefit:**
Contractor must comply with all applicable federal or State laws regulating ethical conduct of public officers and employees.
12. **Contract Prices:**
Contract prices for commodities must be in U.S. funds and include applicable federal duty, brokerage fees, packaging, and transportation cost to the FOB point so that upon transfer of title the commodity can be utilized without further cost. Prices for services must be in U.S. funds and include applicable federal duty, brokerage fee, packaging, and transportation cost so that the services can be provided without further cost.
13. **Contract Funding:**
Contractors are advised that funds are available for the initial purchase and/or the first term of the contract. Payment and performance obligations for succeeding purchases and/or additional terms of the contract are subject to the availability and appropriation of funds.
14. **Force Majeure:**
The parties to this contract are not liable for the consequences of any failure to perform, or default in performing, any of their obligations under this Agreement, if that failure or default is caused by any unforeseeable Force Majeure, beyond the control of, and without the fault or negligence of, the respective party. For the purposes of this Agreement, Force Majeure will mean war (whether declared or not); revolution; invasion; insurrection; riot; civil commotion; sabotage; military or usurped power; lightning; explosion; fire; storm; drought; flood; earthquake; epidemic; quarantine; strikes; acts or restraints of governmental authorities affecting the project or directly or indirectly prohibiting or restricting the furnishing or use of materials or labor required; inability to secure materials, machinery, equipment or labor because of priority, allocation or other regulations of any governmental authorities.
15. **Contract Extension:**
Unless otherwise provided, the State and the contractor agree: (1) that any holding over of the contract excluding any exercised renewal options, will be considered as a month-to-month extension, and all other terms and conditions shall remain in full force and effect, and (2) to provide written notice to the other party of the intent to cancel such month-to-month extension at least thirty (30) days before the desired date of cancellation.
16. **Severability:**
If any provision of the contract is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected; and, the rights and obligations of the parties will be construed and enforced as if the contract did not contain the particular provision held to be invalid.
17. **Continuing Obligation of Contractor:**
Notwithstanding the expiration date of this contract, the contractor is obligated to fulfill its responsibilities until warranty, guarantee, maintenance and parts availability requirements have completely expired.
18. **Governing Law; Forum Selection**
This contract is governed by the laws of the State of Alaska. To the extent not otherwise governed by Article 3 of this Appendix, any claim concerning this contract shall be brought only in the Superior Court of the State of Alaska and not elsewhere.

ATTACHMENT #4 APPENDIX B1 INDEMNITY AND INSURANCE

APPENDIX B¹ INDEMNITY AND INSURANCE

Article 1. Indemnification

The Contractor shall indemnify, hold harmless, and defend the contracting agency from and against any claim of, or liability for error, omission or negligent act of the Contractor under this agreement. The Contractor shall not be required to indemnify the contracting agency for a claim of, or liability for, the independent negligence of the contracting agency. If there is a claim of, or liability for, the joint negligent error or omission of the Contractor and the independent negligence of the Contracting agency, the indemnification and hold harmless obligation shall be apportioned on a comparative fault basis. "Contractor" and "Contracting agency", as used within this and the following article, include the employees, agents and other contractors who are directly responsible, respectively, to each. The term "independent negligence" is negligence other than in the Contracting agency's selection, administration, monitoring, or controlling of the Contractor and in approving or accepting the Contractor's work.

Article 2. Insurance

Without limiting contractor's indemnification, it is agreed that 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 contracting officer prior to beginning work 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.

2.1 Workers' Compensation Insurance: The Contractor shall provide and maintain, for all employees engaged in work under this contract, coverage as required by AS 23.30.045, and; where applicable, any other statutory obligations including but not limited to Federal U.S.L. & H. and Jones Act requirements. The policy must waive subrogation against the State.

2.2 Commercial General Liability Insurance: covering all business premises and operations used by the Contractor in the performance of services under this agreement with minimum coverage limits of \$300,000 combined single limit per claim.

2.3 Commercial Automobile Liability Insurance: covering all vehicles used by the Contractor in the performance of services under this agreement with minimum coverage limits of \$300,000 combined single limit per claim.

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

ATTACHMENT # 5 NOTICE OF INTENT TO AWARD



Department of Administration
 Division of General Services
 Seventh Floor - State Office Bldg.
 333 Willoughby Street
 P.O. Box 110210
 Juneau, Alaska 99811-0210

THIS IS NOT AN ORDER

DATE ISSUED:

TBD

RFP NO.: 2523S059

RFP DEADLINE:

TBD

RFP SUBJECT: Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

CONTRACTING OFFICER: Chris Hunt SIGNATURE: _____

This is notice of the state's intent to award a contract. The figures shown here are a tabulation of the offers received. The responsible and responsive offeror whose proposal was determined in writing to be the most advantageous is indicated. An offeror who wishes to protest this Notice of Intent must file the protest within ten calendar days following the date this notice is issued. If the tenth day falls on a weekend or holiday, the last day of the protest period is the first working day following the tenth day. **The offeror identified here as submitting the most advantageous proposal is instructed not to proceed until a contract, or other form of notice is given by the contracting officer.** A company or person who proceeds prior to receiving a contract, Contract Award, or other form of notice of Award does so without a contract and at their own risk. AS 36.30.365.

PRICE	AWARD	RESPONSIVE YES / NO / ?	BIDDER
\$	@		Company Name #1
\$	@		Company Name #2
\$			Company Name #3

LEGEND: @ - AWARD TO BIDDER

SUMMARY

Multiple contracts will be awarded as addressed in Purpose of the RFP, page ___ of the RFP.

This is the State's Notice of Intent to Award contracts as follows:

Company
 Company Address
 City, State, Zip Code

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

ATTACHMENT #6 EQUIPMENT LIST FOR LOT #1 STANDARD FERRY VESSELS PARTS AND SERVICE FOR THE NAVIGATION/CONTROL EQUIPMENT, & LOT #2 STANDARD FERRY VESSELS PARTS AND SERVICE FOR THE COMMUNICATIONS EQUIPMENT

Instructions:

Offers shall complete and submit this Equipment List for the Lot or Lots submitted for the State’s consideration. In the Prior Experience boxes for each equipment type, mark either **YES** demonstrating that your company **does** meet the minimum Prior Experience requirements and acceptable evidence of the Service Technician’s Competence **has been provided** with the proposal, or **NO** demonstrating that your company **does not** meet the minimum Prior Experience requirement and acceptable evidence of the Service Technician’s Competence **have not been provided** with the proposal, depending on your company’s Prior Experience and Service Technician’s Competence for the equipment listed.

LOT #1 Standard Ferry Vessels Parts and Service for the Navigation/Control Equipment

The equipment listed in this Scope of Work is not an all-inclusive list of Navigation and Control equipment AMHS has in operation. Work provided under this Scope of Work includes, but is not limited to the equipment listed below.

	1.06 Prior Experience Minimum of three (3) years’ experience servicing Navigation/Control Equipment		1.06 Prior Experience Acceptable evidence of the Service Technician’s competence Provided with Proposal	
	Yes	No	Yes	No
Standard Ferry Sperry Radar Equipment				
Item 1	Sperry VisionMaster 250 Tabletop			
Item 2	Sperry VisionMaster 250 Kit			
Item 3	Sperry VisionMaster 340 ARPA Concole			
Item 4	Sperry BME 10kw X-band (2)			
Item 5	Sperry BME 30kw S-Band			
Item 6	Sperry Marine Interswitch 2x4			
Item 7	Sperry Marine Interswitch 4 x 6			
Standard Ferry Furuno Radar Equipment				
Item 1	Furuno Series 1800		Yes	No
Standard Ferry SAAB Nav System R4 (DGPS) Equipment				
Item 1	SAAB Nav System R4 (DGPS)		Yes	No
Standard Ferry Transas NaviSailor Global Positioning System (GPS) Equipment				
Item 1	Transas NaviSailor 4000		Yes	No
Item 2	Transas NaviSailor 4000 (Slave)			
Item 3	Transas NaviSailor 4000 ECS			
Item 4	Transas NaviSailor 4000 ECS (Slave)			
Item 5	Transas NaviSailor 4000 ECDIS			
Item 6	Transas NaviSailor 3000i			
Item 7	Transas NaviSailor 3000i Slave			

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

Standard Ferry Pacific Radar Tracking Equipment		Yes	No	Yes	No
Item 1	Pacific Radar TRK-EKI 1522 ADV				
Item 2	Pacific Radar TRK-EKI1 1552 ADV				
Standard Ferry SAAB AIS Equipment		Yes	No	Yes	No
Item 1	SAAB Nav System R5 (AIS)				
Item 2	SAAB AIS System R4 (AIS)				
Item 3	SAAB AIS System AIS				
Standard Ferry Anschutz/Raytheon Gyro Compass Equipment		Yes	No	Yes	No
Item 1	Anschutz/Raytheon Compilot 20				
Standard Ferry Sperry Gyro Compass Equipment		Yes	No	Yes	No
Item 1	Sperry Navigate X Mk 1 HMS				
Item 2	Sperry Marine MK 37 Mk VT				
Item 3	Sperry Marine Navigat X Mk 1				
Item 4	Sperry Naviat X Mk 1				
Standard Ferry Ross Depth Sounder Equipment		Yes	No	Yes	No
Item 1	Ross digital depth sounder D 600F				
Item 2	Ross Lab D 600E				
Item 3	Ross digital depth sounder				
Item 4	Ross Laboratories D 600E				
Standard Ferry Raytheon Depth Sounder Equipment		Yes	No	Yes	No
Item 1	Raytheon DE-714A fathometer (with graph recorder)				
Standard Ferry Sperry Depth Sounder Equipment		Yes	No	Yes	No
Item 1	Sperry ES 5000 depth sounder				
Standard Ferry Furuno Depth Sounder Equipment		Yes	No	Yes	No
Item 1	Furuno ACQ				
Item 2	Furuno FE-700				
Item 3	Furuno model FE-700				
Standard Ferry Weather System Equipment		Yes	No	Yes	No
Item 1	RM Young Wind Tracker System				
Standard Ferry AXIS CCTV Equipment		Yes	No	Yes	No
Item 1	AXIS CCTV				
Standard Ferry QSEE CCTV Equipment		Yes	No	Yes	No
Item 1	QSEE CCTV				
Standard Ferry PELCO CCTV Equipment		Yes	No	Yes	No
Item 1	PELCO CCTV				
Standard Ferry CamCentral CCTV Equipment		Yes	No	Yes	No
Item 1	CamCentral CCTV				
Standard Ferry Panasonic CCTV Equipment		Yes	No	Yes	No
Item 1	Panasonic CCTV				

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

Standard Ferry Pelco CCTV Equipment	Yes	No	Yes	No
Item 1 Pelco DVR-32 DX81322000 CCTV				
Standard Ferry Rose Point Software Public Information Display System Equipment	Yes	No	Yes	No
Item 1 Rose Point Software				
Standard Ferry Transas Software Public Information Display System Equipment	Yes	No	Yes	No
Item 1 Transas Software				
Standard Ferry Unique Software Public Information Display System Equipment	Yes	No	Yes	No
Item 1 Unique Software				
Standard Ferry Sperry Marine Speed Log Equipment	Yes	No	Yes	No
Item 1 Sperry Marine SRD 421/S speed log system				
Standard Ferry Consilium Speed Log Equipment	Yes	No	Yes	No
Item 1 Consilium Sal R1A				
Standard Ferry Simrad Auto Pilot Equipment	Yes	No	Yes	No
Item 1 Simrad AP 50				
Standard Ferry Sperry Marine VDR Equipment	Yes	No	Yes	No
Item 1 Sperry Marine Voyagemaster VDR				
Item 2 Sperry Mainer Voyagemaster Playback Station				
Standard Ferry JRC VDR Equipment	Yes	No	Yes	No
Item 1 JRC JCY-1900				
Item 2 JRC JLR-20				
Standard Ferry Furuno Bridge Nav Watch Alarm System Equipment	Yes	No	Yes	No
Item 1 Furuno BR 500 (BNWAS)				
Standard Ferry JRC GPS Compass Equipment	Yes	No	Yes	No
Item 1 JRC JLR 20				

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

LOT #2 Standard Ferry Vessels Parts and Service for the Communications Equipment

The equipment listed in this Scope of Work is not an all-inclusive list of Navigation and Control equipment AMHS has in operation. Work provided under this Scope of Work includes, but is not limited to the equipment listed below.

	1.06 Prior Experience Minimum of three (3) years' experience servicing Communication equipment		1.06 Prior Experience Acceptable evidence of the service technician's competence	
	Yes	No	Yes	No
Standard Ferry ICOM Radio Equipment				
Item 1	VHF radio (ICOM)			
Item 2	ICOM IC-M125 VHF radio			
Item 3	ICOM IC-M126DSC VHF-DSC radio			
Item 4	ICOM IC-M127 VHF			
Item 5	ICOM IC-M700 HF/SSB radio			
Item 6	HF SSB (Icom M700) radios			
Standard Ferry II Morrow Apollo Radio Equipment				
Item 1	Yes	No	Yes	No
II Morrow Apollo SL40 aircraft scanner				
Item 2	Yes	No	Yes	No
II Morrow Apollo SL40 aircraft transceiver				
Item 3	Yes	No	Yes	No
II Morrow Apollo SL40 operating at 2182MHz				
Standard Ferry Furuno Radio Equipment				
Item 1	Yes	No	Yes	No
Furuno RC1815 GMDSS Console				
- two VHF radios				
- two MF/HF radios				
- Navtex receiver				
- Inmarsat-C terminal				
- MF/HF telex receiver				
- one EPIRB				
- two SARTs				
- three portable VHF radios.				
Item 2	Yes	No	Yes	No
Furuno RC1815 GMDSS Console				
- two VHF radios				
- two MF/HF radios				
- Navtex receiver				
- Inmarsat-C terminal				
- MF/HF telex receiver				
- one EPIRB				
- two SARTs				
Item 3	Yes	No	Yes	No
Furuno Navtex receiver and weatherfax				
Item 4	Yes	No	Yes	No
Furuno RC1815 GMDSS Console				
Standard Ferry Simrad Radio Equipment				
Item 1	Yes	No	Yes	No
Simrad RWI05 watch receiver				
Item 2	Yes	No	Yes	No
Simrad RW105 receiver				
Standard Ferry Yaesu Musen Radio Equipment				
Item 1	Yes	No	Yes	No
Yaesu Musen mdl FRG-7, 500 kHz-29 MHz high-frequency radio receiver				

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

Standard Ferry SEA156 Radio Equipment

Yes	No
-----	----

Yes	No
-----	----

Item 1 SEA156 VHF radio

Standard Ferry Sailor Radio Equipment

Yes	No
-----	----

Yes	No
-----	----

Item 1 VHF (Sailor RT144AC)

Standard Ferry GMDSS Area 3 suite Radio Equipment

Yes	No
-----	----

Yes	No
-----	----

Item 1 GMDSS Area 3 suite

Standard Ferry Installed VHF Radio Equipment

Yes	No
-----	----

Yes	No
-----	----

Item 1 Installed VHF radios

Standard Ferry Standard Horizon VHF Radio Equipment

Yes	No
-----	----

Yes	No
-----	----

Item 1 Standard Horizon VHF radios

Standard Ferry AM/FM receiver Radio Equipment

Yes	No
-----	----

Yes	No
-----	----

Item 1 AM/FM receiver

Standard Ferry Furuno Navtex Equipment

Yes	No
-----	----

Yes	No
-----	----

Item 1 Furuno Nx 700

Item 2 Furuno NX700P

Item 3 Furuno NX500

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)



ATTACHMENT #7 ALASKA BIDDER PREFERENCE CERTIFICATION FORM

AS 36.30.321(A) / AS 36.30.990(2)

BUSINESS NAME:

Alaska Bidder Preference: Do you believe that your firm qualifies for the Alaska Bidder Preference?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Alaska Veteran Preference: Do you believe that your firm qualifies for the Alaska Veteran Preference?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Please list any additional Alaska Preferences below that you believe your firm qualifies for.	
1.	2.
3.	4.
5.	6.

To qualify for and claim the Alaska Bidder Preference you must answer **YES** to all questions below in the Alaska Bidder Preference Questions section. To qualify for and claim the Alaska Veteran Preference, you must answer **YES** to these questions as well as answer **YES** to all the questions in the Alaska Veteran Preference section. A signed copy of this form must be included with your bid no later than the deadline set for receipt of bids.

If you are submitting a bid as a **JOINT VENTURE**, all members of the joint venture must complete and submit this form before the deadline set for receipt of bids. [AS 36.30.990\(2\)\(E\)](#)

If the procuring agency is unable to verify a response, the preference may not be applied. Knowingly or intentionally making false or misleading statements on this form, whether it succeeds in deceiving or misleading, constitutes misrepresentation per [AS 36.30.687](#) and may result in criminal penalties.

Alaska Bidder Preference Questions:

1) Does your business hold a current Alaska business license per [AS 36.30.990\(2\)\(A\)](#)?

YES NO

If YES, enter your current **Alaska business license number**: [Click or tap here to enter text.](#)

2) Is your business submitting a bid under the name appearing on the Alaska business license noted in **Question 1** per [AS 36.30.990\(2\)\(B\)](#)?

YES NO

3) Has your business maintained a **place of business** within the state **staffed by the bidder or offeror** or an employee of the bidder or offeror for a period of six months immediately preceding the date of the bid per [AS 36.30.990\(2\)\(C\)](#)?

YES NO

If YES, please complete the following information:

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

A. Place of Business

Street Address: _____

City: _____

ZIP: _____

“**Place of business**” is defined as a location at which normal business activities are conducted, services are rendered, or goods are made, stored, or processed; a post office box, mail drop, telephone, or answering service does not, by itself, constitute a place of business per [2 AAC 12.990\(b\)\(3\)](#).

Do you certify that the **Place of Business** described in **Question 3A** meets this definition?

YES **NO**

B. The bidder or offeror, or at least one employee of the bidder or offeror, must be a resident of the state under [AS 16.05.415\(a\)](#) per [2 AAC 12.990\(b\)\(7\)](#).

1) Do you certify that the bidder or offeror OR at least one employee of the bidder or offeror is physically present in the state with the intent to remain in Alaska indefinitely and to make a home in the state per [AS 16.05.415\(a\)\(1\)](#)?

YES **NO**

2) Do you certify that that the resident(s) used to meet this requirement has maintained their domicile in Alaska for the 12 consecutive months immediately preceding the deadline set for receipt of bids per [AS 16.05.415\(a\)\(2\)](#)?

YES **NO**

3) Do you certify that the resident(s) used to meet this requirement is claiming residency ONLY in the state of Alaska per [AS 16.05.415\(a\)\(3\)](#)?

YES **NO**

4) Do you certify that the resident(s) used to meet this requirement is NOT obtaining benefits under a claim of residency in another state, territory, or country per [AS 16.05.415\(a\)\(4\)](#)?

YES **NO**

4) Per [AS 36.30.990\(2\)\(D\)](#), is your business (**CHOOSE ONE**):

A. Incorporated or qualified to do business under the laws of the state?

YES **NO**

If **YES**, enter your current **Alaska corporate entity number**: _____

B. A sole proprietorship AND the proprietor is a resident of the state?

YES **NO**

C. A limited liability company organized under AS 10.50 AND all members are residents of the state?

YES **NO**

Please identify each member by name: _____

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

D. A **partnership** under former AS 32.05, AS 32.06, or AS 32.11 **AND** all partners are residents of the state?

YES NO

Please identify each partner by name: _____,
_____, _____,

Alaska Veteran Preference Questions:

1) Per [AS 36.30.321\(F\)](#), is your business (**CHOOSE ONE**):

A. A **sole proprietorship** owned by an Alaska veteran?

YES NO

B. A **partnership** under AS 32.06 or AS 32.11 **AND** a majority of the partners are Alaska veterans?

YES NO

C. A **limited liability company** organized under AS 10.50 **AND** a majority of the members are Alaska veterans?

YES NO

D. A **corporation** that is wholly owned by individuals, **AND** a majority of the individuals are Alaska veterans?

YES NO

Per [AS 36.30.321\(F\)\(3\)](#) “**Alaska veteran**” is defined as an individual who:

(A) Served in the

(i) Armed forces of the United States, including a reserve unit of the United States armed forces; or

(ii) Alaska Territorial Guard, the Alaska Army National Guard, the Alaska Air National Guard, or the Alaska Naval Militia; and

(B) Was separated from service under a condition that was not dishonorable.

Do you certify that the individual(s) indicated in **Question 1A, 1B, 1C, or 1D** meet this definition and can provide documentation of their service and discharge if necessary?

YES NO

SIGNATURE

By signature below, I certify under penalty of law that I am an authorized representative of _____ and all information on this form is true and correct to the best of my knowledge.

(Business Name)

Printed Name _____

Title _____

Date _____

Signature _____

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

ATTACHMENT #8 RFP SUBMITTAL CHECKLIST

This checklist is an integral part of this RFP and the related proposal. The checklist MUST be included with the proposal. Signature on the checklist indicates that you have read the requirements stipulated by this RFP, and that the required information is submitted with your proposal. Signature of a binding officer of the proposing firm must sign the checklist. This signature will serve as the official signature of the proposal.

Pre-Proposal Activities:

- Register with Procurement Officer
- Request Disability Assistance (if needed) at least 10 days prior to proposal deadline (Section 1.11)
- Submit Written Questions in writing to Procurement Officer (Section 1.08)

Proposal Transmittal (Section A)

- Offerors must submit Five (5) hard copies (one original & four copies) of their proposal, in writing, and TWO Thumb drives containing electronic copies of the entire proposal. One thumb drive will contain the transmittal information and the technical proposal. One thumb drive will contain the cost proposal. The proposal response should be addressed to the procurement officer in a sealed package. The cost proposal included with the package must be sealed separately from the rest of the proposal and must be clearly identified.(Section 1.09 and Section 4.01)
- Proposal Submittal Letter (Section 4.01) (see minimum information below for requirements)
 - Authorized signature (Section 1.10(a))
 - Offeror's Certification A-H (Section 1.10 (b))
 - Vendor Tax ID proof OR Vendor Tax ID number (Section 1.10 (c))
 - Conflict of Interest Disclosure (Section 1.10 (d))
 - Federal Requirements (Section 1.10 (e))
 - Subcontractors Information <if applicable> (Section 3.12)
 - Joint Venture Information <if applicable> (Section 3.13)
 - Review Insurance Requirements (Section 3.20)
 - Valid Business License Proof (Section 6.02)
 - Review & Agree to Standard Contract Provisions (Section 7.01)
 - Disclosure of Proposal Contents <if applicable> (Section 7.08)
 - Alaskan Bidder Preference Certification Form <if applicable> (Attachment #7)
 - RFP Amendments: All amendments issued for this RFP that require acknowledgement must be signed and included with the proposal [enclose only required signed amendments].
 - RFP Submittal Checklist: The checklist is an integral part of the RFP, it must be signed and be included in the Proposal Transmittal Section (Attachment #8).

Proposal Technical Component (Section B)

Overall Technical Proposal –

The technical proposal must include the information outlined in Section 1.06 Prior Experience, Section 4.03 Management Plan for the Project and Section 4.04 Experience and Qualifications of this RFP. All proposals will be evaluated against Section 5 of this RFP. At a minimum, the following sections must be addressed within the Technical Proposal.

- 4.03 – Management Plan for the Project
 - 4.04 – Experience and Qualifications
 - Prior Experience (Section 1.06) **Evidence of Service Technician Competencies** and
 - Completed **Attachment #6** Equipment List for LOT #1 Standard Ferry Vessels Parts and Service for the Navigation/Control Equipment, & LOT #2 Standard Ferry Vessels Parts and Service for the Communications Equipment (Offers shall complete and submit this Equipment List for the Lot or Lots submitted for the State's consideration)
- Title Page
 - Table of Contents
 - Prior Experience Evidence of Service Technician Competencies (Section 1.06)
 - Management Plan for the Project (Section 4.03)
 - Experience and Qualifications (Section 4.04)

Parts and Service for the Navigation and Communication Equipment on the Standard Ferry Vessels of the Alaska Marine Highway System (AMHS)

Cost Proposal (Section C)

Cost Proposal, Attachment 2 (Separate envelope addressed to the Procurement Officer) (Section 1.09 and Section 4.05)

RFP# 2523S059

Title: Parts and Service for the Navigation and Communication Equipment on the Standard Ferry vessels of the Alaska Marine Highway System

Proposal Due Date: February 17, 2023 at 3:00 p.m. [Alaska Time]

Company Name

Printed Name of Binding Official

Signature of Binding Official / Date