



# Southeast Conference

## REQUEST FOR PROPOSALS

RFP: 2025-05

Title: Low-No Emissions Marine Vessel Integration Blueprint  
Project Manager: Kaitlyn Jared  
Submittal Deadline: April 2<sup>nd</sup>, 2025  
Award Announcement: April 18<sup>th</sup>, 2025  
Contract Award: April 30<sup>th</sup>, 2025

### Submit Proposals to:

Kaitlyn Jared  
Special Projects Manager  
Southeast Conference  
9360 Glacier Hwy #201  
Juneau, AK 99801

or

via email at the following addresses: [kaitlyn@seconference.org](mailto:kaitlyn@seconference.org),  
Cc: [office@seconference.org](mailto:office@seconference.org)

To verify receipt of proposal, proposer must contact the Project Manager before the submittal deadline.

Proposal submission requirements:

- a. Proposals shall be submitted in electronic form in Adobe Portable Document form (PDF) (Acrobat 7.0 or later). The PDF file for the proposal itself shall be created directly from the authoring application. It is permissible but not preferred for appendices and other attachments to the proposal to be submitted in scanned PDF format.
- b. To assure consideration, proposals must be received by Southeast Conference (SEC) by the deadline. Proposals received after the deadline will not be considered. Additional information provided after the deadline will not be considered.

Inquiries and questions regarding this request for proposals shall be directed to the Project Manager named above via email. Inquiries will not be accepted later than ten days preceding the submittal deadline. All questions provided to the Project Manager will be answered within five (5) business days. Each submitted question and SEC's response will be emailed to all registered parties and posted to the Opportunities Page of the SEC website.

**Interested parties:** Contractors and potential subcontractors are recommended to register with SEC by emailing the Project Manager listed. The Project Manager will provide direct updates regarding the RFP or Low-No Project to registered entities. The Project Manager will share registered subcontractor contact information with registered contractors.

### **REQUEST FOR PROPOSALS**

The State of Alaska Department of Transportation and Public Facilities (DOT&PF), in collaboration with Southeast Conference (SEC), have entered into a Memorandum of Agreement to pursue the implementation of the Low-No Emission Ferry Pilot Program (Low-No Project). SEC, in collaboration with DOT&PF, invites proposals to work with the project team and community stakeholders to understand each of the candidate community's potential in hosting a Low-No vessel and help inform shoreside and vessel needs. The selected contractor will provide critical research, evaluation and modeling to support SEC and AMHS's efforts to identify optimal shore power and infrastructure to support an electric ferry that would be owned and operated by the Alaska DOT&PF. The Low-No vessel would serve one of two potential routes which communities

make up the candidate communities – Ketchikan/Saxman to Metlakatla and Haines to Skagway. Work will include community engagement, literature review on local power systems, infrastructure assessment, systems modeling, high level design of a notional vessel, and development of detailed recommendations for shore power infrastructure needed to support an electric ferry.

### **ABOUT SOUTHEAST CONFERENCE**

As the state and federally designated regional economic development organization for Southeast Alaska, Southeast Conference serves as the collective voice for advancing the region's economy. SEC has 240 member organizations, representing governments and businesses from the region's 35 communities and 19 Tribes. The mission of Southeast Conference is to undertake and support activities that promote strong economies, healthy communities and a quality environment in Southeast Alaska. Southeast Conference formed in 1958 with a group of people supporting the establishment of a regional transportation system in Southeast Alaska, which led to the formation of the Alaska Marine Highway System (AMHS). After that success, Southeast Conference stayed together through more than a half-century to focus on concerns unique to the region, including transportation, maritime, tourism, timber, seafood, mining, health care, government, and overall quality of life.

*Please note: All of SEC's products and the products resulting from contracts are considered public information. Proposals and work plans may be distributed throughout the organization for review and comment. Proprietary information should not be submitted in any proposal. SEC will not knowingly reveal the contents of a proposal that is not subsequently accepted for contract; however, SEC accepts no liability should such contents inadvertently be revealed to third parties.*

### **ABOUT ALASKA DEPARTMENT OF TRANSPORTATION & PUBLIC FACILITIES**

The Alaska Department of Transportation and Public Facilities (DOT&PF) designs, constructs, operates and maintains the state's transportation infrastructure systems, buildings, and other facilities used by Alaskans and visitors. These include more than 5,600 miles of paved and gravel

highways; 237 airports; 839 bridges; over 800 public facilities; 16 harbors; and a ferry system covering 3,500 nautical miles serving 33 coastal communities. The Southcoast Region, headquartered in Juneau, serves the coastal communities of Alaska encompassing a population of 98,000. Currently, only five Southcoast communities are connected to the continental highway system – Skagway, Haines, Hyder, Klukwan and Valdez. The Alaska Marine Highway System (AMHS) is headquartered in Ketchikan. From there, AMHS management directs the operation and maintenance of its fleet of nine vessels, ranging in size from the 181 ft. M/V Lituya to the 418 ft. M/V Columbia.

## **1. PROJECT**

### **INTRODUCTION**

Southeast Conference, a state and federally recognized economic development organization for Southeast Alaska, and the State of Alaska Department of Transportation and Public Facilities, a public authority, seek to carry out a pilot project (Low-No Project) for the purchase and operation of hybrid-electric, or low-emitting, ferries and the electrification of, or other reduction of emissions from, existing ferries. The Low-No Project seeks to facilitate change, modernization, and implementation through SEC's Low-No Emissions Marine Vessel Integration Blueprint, community outreach, and shoreside dock infrastructure efforts in coordination with DOT&PF's efforts to design and construct a hybrid-electric ferry vessel.

The purpose of the Low-No Emissions Marine Vessel Integration Blueprint is to support research, community feedback and shoreside needs for the implementation of an electric ferry that would be owned and operated by the DOT&PF Alaska Marine Highway System (AMHS) division. The vessel would initially serve one of two potential routes – Ketchikan/Saxman to Metlakatla and Haines to Skagway. These five communities make up the Low-No candidate communities. Work under this RFP will support SEC and AMHS in implementing a low-no ferry vessel on an AMHS run and increase successful adoption of low-no emission transportation systems in communities for a multi-modal system.

## **SOUTHEAST ALASKA**

The Southeast Region of the State of Alaska runs along the western border of Canada and extends 500 miles along the coast from the community of Metlakatla Indian Community (South) to Yakutat (North), encompassing approximately 33,500 square miles of land and water. The region is made up of more than 1,000 islands with 35 communities, 18 designated Alaska Native Villages and one American Indian Reserve scattered throughout. Only four communities are connected to the road system, leaving most other communities only accessible by boat or plane. Nearly every community in the region is designated rural by federal standard.

## **CANDIDATE COMMUNITIES**

The Low-No vessel would serve one of two potential routes which communities make up the 'candidate communities' – Ketchikan/Saxman to Metlakatla and Haines to Skagway. Identification and selection of these runs as ideal pilot routes is outlined in the 2023 report, *Alaska Low Emission / Electric Ferry Research Analysis*. For this RFP, work within communities is limited to the five candidate communities.

## **2. DESCRIPTION OF REQUESTED WORK**

**Scope of Work.** The proposal for the Low-No Emissions Marine Vessel Integration Blueprint will address the ability of the consultant and their team to carry out the following tasks in preparation to put a hybrid electric ferry into service with DOT&PF. Consultants are encouraged to submit any additional recommendations that would benefit the project. Tasks shall include, but are not limited to the following:

### Project tasks

1. Task 1 - Compile and review current and relevant past studies and data collection efforts related to the local/regional power and transportation systems. Anticipated activities to complete this task include a thorough review of existing research and key informant interviews with stakeholders.

Existing studies to review shall include, at a minimum:

1. Alaska DOT long range plan
2. Alaska Low Emission / Electric Ferry Research Analysis, June 2023

3. High level terminal assessment performed by KPFF Engineers in service of the long-range plan
4. Ketchikan Public Utilities (KPU) 2024-2028 Capital Improvement Program
5. Southeast Alaska Power Agency (SEAPA) load growth study
6. Goat Lake expansion feasibility
7. Connelly Lake Hydro Aquatic Studies Report for 2012
8. Data and reports generated and made available through the DOE funded Energy Shed project, for communities of Metlakatla and Haines - est. availability fall/winter 2025
9. Relevant data and reports generated and made available through the Green Corridor Initiative

Stakeholders will include, at a minimum:

1. Alaska Power and Telephone
  2. Metlakatla Power and Light
  3. Ketchikan Public Utilities
  4. Southeast Alaska Power Agency
  5. Inside Passage Electric Co-Op
  6. Alaska Department of Transportation staff
  7. Southeast Conference energy staff
- Deliverable – Gap analysis that identifies information gaps that need to be filled to complete full design of a port electrification plan in each candidate community.
  - Deliverable– Summary of literature review and key informant interview findings.
  - Deliverable- Model of baseline power generation systems for each candidate community including existing generation, transmission, distribution and storage capacity.
2. Task 2 - Engage with cruise industry, fishing industry and other port users to understand current and projected energy needs. All local engagement will be closely coordinated with the Southeast Conference and the engagement plan for the project. Work is likely to include attending community meetings and attending virtual group or individual meetings. Consultants would participate in the design of meetings, content creation and facilitation.
    - Deliverable – Baseline energy usage for existing port users including utility provided shore power and self-generated power.
    - Deliverable - Projected future energy usage scenarios and infrastructure needs for each port user group.
  3. Task 3 - Engage with the community and utility to understand current and projected energy needs including land-based transportation energy use and to identify and evaluate other potential beneficial electrification in the community. Engage with utility and

community to identify and characterize potential demand side management efforts that could provide both community and power system benefit(s). Engagement will be coordinated with the SEC engagement plan and will include assessment of community interest, opportunities and barriers related to land-based transportation electrification, other beneficial electrification and demand side management opportunities.

- Deliverable – Community survey design consultation. SEC will administer the survey but requires design assistance from content area experts to help SEC understand community-desired ferry parameters and future energy needs.
  - Deliverable – Memo detailing current land-based electric transportation, other beneficial electrification opportunities, and demand side management opportunities in the community with assessment of community interest and ability to increase adoption. Low, mid and high adoption scenarios will be integrated into community energy models.
  - Deliverable – Modeling of land-based transportation energy use.
  - Deliverable- Memo characterizing community’s current and projected energy needs.
  - Deliverable- Memo on potential demand side management efforts that could benefit the overall community power system as it currently exists and within one of the modeled scenarios with assessment of community interest and ability to increase adoption. Low, mid and high adoption scenarios will be integrated into community energy models.
4. Task 4 - Perform infrastructure assessment at each candidate port: Ketchikan, Saxman, Metlakatla, Haines and Skagway. Engage port owners and operators and build on KPFF Engineers’ infrastructure assessment completed as part of the DOT long-range plan to ensure a thorough and accurate assessment of land-based infrastructure.
- Deliverable – Memo detailing current conditions of port infrastructure at each candidate location and identifying potential locations for development to support AMHS electric ferry.
5. Task 5 - Model current base case, and future potential, power generation, transmission and storage scenarios to support AMHS electric ferry, other port users and community beneficial electrification. Model scenarios should prioritize renewable energy and include consideration of distributed and regional energy solutions.
- Deliverable – Energy model with current and accurate base case in addition to reasonably economic potential future scenarios.

**Note: Tasks 5, 6 and 7 are interrelated and their development must be coordinated and iterative.**

6. Task 6 - Build on the Alaska Low Emission/Electric Ferry Research Analysis, work collaboratively with SEC to summarize community conditions and needs to help inform the AKDOT&PF contracted Design Consultant on the notional vessel design that complies

with AMHS criteria and public service demands. Coordinate closely with SEC and DOT&PF, including AMHS, teams to ensure full understanding of functional design requirements and limitations. Functional requirements will include, at a minimum, the following:

- Required crossing energy and/or fuel consumption for each operating mode
  - Estimated charging times and energy consumption demands
  - Load impact and available energy levels
  - Required charging voltage
  - Charging system requirements
  - High-level information technology software, hardware, and infrastructure investments needed to support electrification.
- Deliverable – A memo recommending functional design requirements, this “notional vessel” will be used for modelling energy and infrastructure needs.

**Note: It is important to note that the above functional requirements are interdependent. The contractor will identify and present tradeoff decisions necessary to define the above functional requirements. Also note that tasks 5, 6 and 7 are interrelated and their development must be coordinated and iterative.**

7. Task 7 - Assess options and provide detailed recommendations for shore power – energy use and port charging infrastructure design specifications - based on the existing and future potential modelled scenarios identified as part of this project and using AKDOT&PF’s notional vessel design. Analysis should include detailed power requirements, upland system design, cost estimates, ownership models, estimated rate impacts and potential carbon reduction. Evaluation of shore power options will consider, at a minimum, the following.
- Requirements of electric ferry based on notional design completed By AKDOT&PF.
  - Power demand - existing and future modelled scenarios informed by notional vessel, and community, utility and industry engagement.
  - Time available for charging informed by AMHS long range plan and required and desired service levels at candidate ports.
  - Utility improvement and right of way requirements
  - Existing and potential port infrastructure
  - Terminal power conversion requirements
  - Terminal energy storage requirements
  - Environmental factors such as shoreline geology
  - Port space considerations
  - Workforce requirements, and training needs.
  - Serviceability - O&M, R&R requirements
  - High-level information technology software, hardware, and infrastructure investments needed to support electrification.



- Benefit to customers including land-based transportation/beneficial electrification efforts, and local/regional power system.
- Carbon reduction
- Deliverable – Report with detailed recommendations for shore power – energy use and port charging infrastructure design specifications - based on the existing and future potential modelled scenarios. Analysis should include detailed power requirements, upland system design, cost estimates, ownership models, estimated rate impacts and potential carbon reduction and analysis of energy availability and energy needs to serve the AMHS Low-No Ferry.

**Note: Tasks 5, 6 and 7 are interrelated and their development must be coordinated and iterative.**

### **Experience and Qualifications.**

The successful proposal will include a team that demonstrates the ability to complete the work described in the above scope of work. Experience working in rural and geographically remote communities similar to those found in Southeast Alaska is preferred. Partnerships and subcontractors are encouraged. The project team are expected to have staff, resources and expertise in the following relevant fields.

#### *Planning, permitting and environmental*

- Route-specific and system-wide service, capital, and financial planning
- Environmental review (Including but not limited to NEPA)
- Feasibility studies
- Issue-specific planning such as intermodal service delivery, facilities planning, station access planning and parking management
- Surveys and data collection
- Project and construction management

#### *Energy & Power Systems Engineer*

- Power system modelling and optimization
- Power system design and integration
- Renewable energy technologies
- Energy storage system design
- Utility control systems and smart grid technologies
- Techno-economic analysis
- Regulatory compliance
- Data analytics and forecasting

#### *Marine Architect*

- Vessel and facility configurations
- Vessel and facility inspection services
- Related systems and equipment
- Preventative maintenance and repairs
- Vendor maintenance and repair oversight
- Environmental and regulatory compliance
- Life-cycle costing and value engineering
- Facility maintenance and repair protocols and procedures
- Hazardous materials management and spill prevention

*Systems Integrator*

- Designing, integrating, and managing all the electrical systems on board a ferry
- Designing, integrating, and managing all shoreside electrical systems for a ferry

**Candidate Communities.** Work will encompass conditions and opportunities in the five candidate communities: Metlakatla Indian Community, Ketchikan, Saxman, Haines and Skagway.

**Travel.** A mix of in-person and virtual meetings is expected. In person site visits will be needed to accommodate infrastructure assessment and may be requested for community engagement. Travel must account for a minimum of two in person visits to each candidate community and a line-item cost for additional trips if requested.

**Project Deliverables.** Work will lead to the following list of deliverables. It is expected that deliverables will include details and information gained through activities and subtasks.

Task	Deliverables
1. Compile and review current and relevant past studies and data collection efforts related to the local/regional power and transportation systems.	<b>1.a.</b> Gap analysis that identifies information gaps that need to be filled to complete the full design of a port electrification plan in each candidate community. <b>1.b.</b> Summary of literature review and key informant interview findings. <b>1.c.</b> Model of baseline power generation systems for each candidate community including existing generation, transmission, distribution and storage capacity.
2. Engage with the community, utility, cruise industry, fishing industry and other port users to understand current and projected energy needs.	<b>2.a.</b> Baseline energy usage for existing port users including utility provided shore power and self-generated power. <b>2.b.</b> Projected future energy usage scenarios and infrastructure needs for each port user group.

<p>3. Engage with the community to model existing land-based transportation energy use and to identify and evaluate other potential beneficial electrification in the community. Engage with utility and community to identify and characterize potential demand side management efforts.</p>	<p><b>3.a.</b> Community survey design consultation. SEC will administer the survey but requires design assistance from content area experts.  <b>3.b.</b> Memo detailing current land-based electric transportation, other beneficial electrification opportunities in the community with assessment of community interest and ability to increase adoption. Low, mid and high adoption scenarios will be integrated into community energy models.  <b>3.c.</b> Modeling of land-based transportation energy use.  <b>3.d.</b> Memo characterizing community’s current and projected energy needs.  <b>3.e.</b> Memo on potential demand side management efforts that could benefit the overall community power system as it currently exists and within one of the modeled scenarios. with assessment of community interest and ability to increase adoption. Low, mid and high adoption scenarios will be integrated into community energy models.</p>
<p>4. Perform infrastructure assessment at each candidate port.</p>	<p><b>4.a.</b> Memo detailing current conditions of port infrastructure at each candidate location and identifying potential locations for development to support AMHS electric ferry.</p>
<p>5. Model current base case, and future potential, power generation, transmission and storage scenarios to support AMHS electric ferry, other port users and community beneficial electrification.</p>	<p><b>5.a.</b> Energy model with current and accurate base case in addition to reasonably economic potential future scenarios.</p>
<p>6. Build on the Alaska Low Emission/Electric Ferry Research Analysis to create a notional vessel design that complies with AMHS criteria and public service demands.</p>	<p><b>6.a.</b> A memo recommending functional vessel design requirements, this “notional vessel” will be used for modelling energy and infrastructure needs.</p>
<p>7. Assess options and provide detailed recommendations for shore power – energy use and port charging infrastructure design specifications - based on the existing and future potential modelled scenarios.</p>	<p><b>7.a.</b> Report with detailed recommendations for shore power – energy use and port charging infrastructure design specifications - based on the existing and future potential modelled scenarios. Analysis should include detailed power requirements, upland system design, cost estimates, ownership models, estimated rate impacts, potential carbon reduction and analysis of energy availability and energy needs to serve the AMHS Low-No Ferry.</p>

**Period of Performance.** The period of performance for this contract begins on **May 1, 2025** (or when subaward paperwork is complete) and must be completed by **February 1, 2027**.

**Contract Payment.** The contract under this RFP will be for a lump sum that includes all actual and reasonable expenses, made to the vendor in monthly payments over the course of the work, that will be detailed in the final contract.

### **3. GENERAL REQUIREMENTS**

**SEC Costs.** SEC is not liable for any costs incurred by the proposer during the proposal preparation.

**Single Point of Contact.** The consultant will designate one person as the project manager and point of contact with SEC. In the case of multiple investigators, one shall be designated as the lead to serve as the project manager and point of contact.

**Disbarment.** Applicants must have or acquire a SAM.gov account and have an active UEI number prior to finalization of the award. Applicants will be checked to see if they are disbarred from receiving federal funds.

**Documents for Successful Proposer.** Prior to contract execution and Notice to Proceed, the successful Proposer shall complete and submit the following documents within seven (7) days following Notice of Intent to Award, as well as any other documents that may be requested by SEC.

- Proof of Insurance
- Copy of State Business Licenses
- UEI Number/ Sam.gov registration

**Subcontracts.** Partnerships are encouraged. Proposers may subcontract portions of the contract. However, the proposer must have the major elements of expertise in house and demonstrate the ability to manage the subcontractor.

**Schedule.** Progress reports and invoices shall be submitted to SEC monthly, detailing completion of items described in the scope of work. At a minimum, progress reports shall include:

- a. An overview of progress to date;
- b. Identification of any difficulties encountered in accomplishing the work;

- c. A schedule for completion of the remaining tasks; and
- d. Specific recommendations concerning the matters addressed.

**Final Payment.** A portion of the total payment to the consultant will be withheld until all requirements are met. No interest will be paid on any withheld payments. Final invoices must be submitted within 30 days of completion.

#### **4. REQUIRED PROPOSAL CONTENTS**

Any submitted proposal shall include the following as appropriate to the requirements of the scope of work:

##### **Cover Sheet (1 page)**

- Name, address, telephone number and facsimile number of proposer.
- RFP Title and Number
- Name(s) of Key Personnel
- Cost of Proposal

**Table of Contents (1 page).** May include a list of Tables and Figures if appropriate.

**Introduction (1 page).** This section shall include the RFP title and number, a clear statement of your understanding of the project's objectives and a brief summary of the work you propose perform under this contract. Scientific and technical terms shall be clearly defined, and a list of pertinent enclosures included.

**Goals and Deliverables (No more than 4 pages).** Describe how the proposer intends to address the specific goals and provide the deliverables of the work requested, as listed above.

##### **Approach and Methodology (No Page Limit).**

Describe in detail the methods to be used and how they will produce the required deliverables. Cite best practices, references and provide background information where applicable and as needed. Describe process for completing the project, from initiation to completion. Outline the project schedule including specific milestones, work phase completion dates and the timing of

progress reports. Indicate what will be achieved by the completion of each milestone or phase of work. Address how project risks will be identified and mitigated.

**Management Methodology (No more than 10 pages).** Clearly describe how the work will be managed. This section should include a description of the role of each key personnel expected to be involved in the work, how subcontractors will be managed and reported on and describe communication, project management and reporting tools and practices that may be used on the project. This section should also include information on how the scope, time and costs of the project will be controlled.

**Budget (No Page Limit).** Include information about the total costs (cited in U.S. Dollars), professional fees, expenses and contingencies. Budget categories should correspond to tasks, milestones and deliverables outlined in this RFP. Additionally, provide a breakdown of estimated hours and rates per individual working on tasks. If subcontractors are used, indicate subcontractor's budget, work to be performed, and the tasks, milestones and deliverables associated with that work.

**Consultant/Contractual Services (No more than 2 pages per subcontractor).** Indicate if, how, and why subcontractor/s will be used for any portion of the work. Provide names, brief bios of subcontractor work, resumes for key individuals or organizations who may act as subcontractors on the project.

**Logistics and On-Site Visits (2 pages).** Describe logistics and schedules for all travel in conjunction with the proposed work.

**Statement of Qualifications (No more than 4 pages for the proposing organization, each key personnel & subcontractor).** Provide, relevant to the proposed work, applicant organizations prior experience including a brief description of the project and the role the applicant played on the project. For individual key personnel name, role they will play on the proposed project, a short bio and previous work experience, related technical accomplishments and educational background (expanded resumes may be included in the appendix and do not count towards page

limit). For subcontractors, if applicable, include a brief organizational bio, the role the organization will play on the proposed project, and past relevant experience.

**References.** The names, contact persons, and telephone numbers of firms for which the respondent recently performed services shall be included. A minimum of three (3) such references are suggested but not more than five (5).

**Conflict of Interest.** Describe all financial, business or personal ties consultants have to SEC or AKDOT&PF.

## **5. SUBMITTAL AND EVALUATION PROCESS**

### **A. Proposal Submittal**

**Submit to:**

Kaitlyn Jared  
Special Projects Manager  
Southeast Conference  
9360 Glacier Hwy #201  
Juneau, AK 99801

or

via email at the following addresses: [kaitlyn@seconference.org](mailto:kaitlyn@seconference.org) and [office@seconference.org](mailto:office@seconference.org)

***To verify receipt of proposal, proposer must contact the Project Manager before the submittal deadline.***

### **B. Submission Format:**

1. It is recommended that proposals be single-spaced pages, on letter size pages (8 ½" X 11"), using standard font (e.g., Times New Roman, Calibri, and Arial) and a 12-point font size with 1-inch margins.
2. Proposals shall be submitted in electronic form in Adobe Portable Document form (PDF) (Acrobat 7.0 or later). The PDF file for the proposal itself shall be created directly from the authoring application. It is permissible but not preferred for appendices and other attachments to the proposal to be submitted in scanned PDF format.

- c. To assure consideration, proposals must be received by Southeast Conference (SEC) by the deadline. Proposals received after the deadline will not be considered. Additional information provided after the deadline will not be considered.

### **C. Evaluation Criteria.**

Proposals will be evaluated and scored, using the criteria in the Evaluation Criteria, SECTION 4, of this RFP in order to ascertain which proposal best meets the needs of SEC and DOT&PF. SEC may request additional information or an interview with proposers before selection to assist in the evaluation process.

### **D. Evaluation Criteria**

The evaluation discussed below is presented in an effort to delineate how proposals will be scored. Please do not include a separate section in your proposal for Evaluation Criteria. Much of the information discussed and requested below should be included in the proposal as part of the Proposal Content Requirements discussed in SECTION 3 of this RFP.

- i. Proposed Method to Accomplish the Project (30%)
  - a. Proposer exhibits a complete understanding of the project and requested deliverables.
  - b. Proposer clearly addresses the requested scope of work.
  - c. The approach is feasible within the proposed budget and project deadline requirements.
  - d. Proposed staffing strategy is sufficient, supplies appropriate level of expertise, and identifies efficiencies to minimize impacts on project budget.
- ii. Organization, Capacity of Firm and Personnel Qualifications (20%)
  - a. Evaluation will be made of the proposer's ability to perform the desired services within the established schedule.
  - b. Proposed schedule for completion of work is in accordance with the requested project duration and schedule.
  - c. Proposed deliverables are in accordance with the deliverables requested in the scope of work.
  - d. Proposer, key personnel, and subcontractors have relevant qualifications and experience.
  - e. Evaluation will be made on whether or not experiences, technology and successes cited are applicable to the geographic northern climate and sparse economies of scale found in Southeast Alaska.



- iii. Relevant Experience and Past Record of Performance (30%)
  - a. Proposed team and key personnel qualifications.
  - b. Proposed team's past record of performance and experience.
  - c. Proposed team expertise in maritime and energy industries.
  - d. Proposed team experience and knowledge of coastal Alaska markets and communities.
- iv. Proposer's Budget (15%)
  - a. The budget is reasonable and adequate for the work proposed.
  - b. The budget provides good value for the funds requested
- v. Quality of the Proposal (5%)
  - a. Proposal clarity, concision, professionalism, and responsiveness to the project needs.

**E. Contract Award.** The successful proposal will be the one that, in SEC one opinion, best meets the needs as outlined in this RFP. In the event that SEC determines that no proposal completely meets all of the needs as outlined in the RFP, SEC shall have the option not to accept any proposal or enter into any contract whatsoever. In the alternative, SEC may select the proposal or proposals that, in its sole view, most nearly conform to its needs as outlined in this RFP; and then negotiate directly with that consultant to refine the proposal to achieve a contract that fully satisfies SEC needs.

**F. SEC Information.** The following information about SEC is available upon request to the project manager:

- SEC Bylaws
  - SEC Newsletter
  - SEC Brochure
  - SEC Annual Report
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END OF REQUEST FOR PROPOSAL