



**REQUEST FOR QUALIFICATIONS
BARGE COMPLEX SHORE POWER DEPLOYMENT**



Issued by Port of Benton | 3250 Port of Benton Blvd | Richland, WA 99354

RFQ INFORMATION	
Contact:	Sheri Collins, Contract Specialist
Email Addresses	Procurement@portofbenton.com
Phone	509-375-3060
RFQ Issued	February 10, 2025
RFQ Submittal Date	February 24, 2025 / 1:00 P.M. PST

Submit all questions and proposals via the procurement email or in person at 3250 Port of Benton Blvd, Richland, WA 99354. Use the project name for the title of the email.



PURPOSE

The Port of Benton (Port) is seeking Letters of Interest and Statements of Qualifications (SOQ) from qualified professional engineering firms interested in providing design and construction management services for the deployment of shore power services at the Port's Barge Complex.

It is the intent of the Port to select a consultant based on qualifications, past performance, ability to perform the necessary work, and the ability to complete the project within the specified timeframe. The Port engineering and development team will be responsible for reviewing and selecting the most qualified consultant based on the submitted SOQs

PORT BACKGROUND

The Port, designated as a Nuclear Port in 1965, plays a crucial role in handling nuclear naval compartments and other waste materials transported via various modes. In 1972, the Barge Unloading Facility was completed, enhancing the Port's capabilities. The Port's dock and barge facility, currently leased to the U.S. Navy but available to industrial and commercial users (river cruise) supports the offloading and onloading of decommissioned reactor compartments and other water-borne cargo.

To learn more about the POB, visit www.portofbenton.com





PROJECT SPECIFIC BACKGROUND

The purpose of this project is to provide shore power to the Port's barge complex, which comprises two berths, a high dock, and barge slip (low dock) located at River mile 343 on the Columbia River. This initiative is driven by the growing need for sustainable port operations and the increasing demand for clean energy solutions in maritime activities. The current lack of shore power infrastructure limits the Port's ability to serve modern vessels and tugs equipped with shore power capabilities, potentially leading to missed economic opportunities and continued reliance on vessel-generated power, which contributes to higher emissions and environmental impact.

SCOPE OF SERVICES

The Engineering Consultant scope of services will include but are not limited to assisting the Port in developing the scope and deployment for shore power at both the High Dock and Barge Slip (only one (1) unit will be deployed, but the design will cover both docks). The consultant will develop the project design, including concepts, stamped plans, specifications, cost estimates, schedule, permits, construction contract, bid documents and support the project during the bidding process, and from design and construction closeout. The selected consultant will be expected to include structural, environmental, geotechnical, electrical and civil capabilities in their team qualifications (subconsultants or organizational).

Determining Scope Stage

The Consultant will review the existing Barge Complex facilities, infrastructure and assessment reports to develop valued engineering options for deploying shore power at both the High Dock and Barge Slip, which includes but not limited to security, safety, and site grading upgrades.

Design Stage

The Consultant's scope of services during the design stage will include but are not limited to completing field investigations as necessary; project coordination, refining the project schedule, cost estimates and preparing draft and final bid documents, including stamped construction drawings.

Bidding Stage

The Consultant will be expected to provide support services during bidding including review and responses to questions, preparation of addendums, and attending the pre- bid meeting.



Construction Stage

During construction the Consultant will provide support services including but not limited to RFIs, submittal and change order proposal reviews and responses, cost estimating, issue resolutions, site observations, inspection services, administrative support and preparation of record drawings.

Grant Application and Reporting Support

The POB received a WSDOT electrification grant for the development of shore power. The consultant will support the Port with the grant reporting as needed to stay compliant with the grant requirements.

DELIVERABLES

Scope Determination:

The Consultant will help the POB determine which design and development option would benefit the Port and customers. In addition, the consultant will determine what other infrastructure repairs and improvements are required to ensure the safety, security and structural stability of the shore power system.

The following are expectations of deliverables.

- Preliminary design documents consisting of:
 - Field/site investigation reports detailing site conditions and assessments.
 - A Basis of Design report that outlines the refined scope, objectives, and project schedule.
 - 2 or 3 design concepts.
- Detailed design and bid documents consisting of:
 - Permit documents for all local, State, and Federal requirements.
 - Electrical power system analysis.
 - A project schedule that includes design, permitting, bidding, and construction phases, with updates reflecting any schedule revisions.
 - Construction drawings, technical specifications, and cost estimates at 30%, 90%, and 100% completion milestones.
- Bid and Construction Support Services to include:
 - RFI responses, submittal responses, and cost estimates.
 - Construction inspections
 - Record drawings
 - All closeout documentation, including testing reports



- Any other professional support or management required to meet the project's goals and intent.

SOQ ELEMENTS & EVALUATION CRITERIA

SOQs should present information in a straightforward and concise manner, while ensuring complete and detailed descriptions of the Vendor (to include the prime, key team members, and major sub-consultants) and the team's ability to meet the requirements and provide the requested services of this RFQ. Emphasis will be on completeness of content. The written SOQs should be prepared in the same sequential order as outlined below.

SOQs are limited to 10 numbered pages (8 ½ by 11 inch) excluding the cover letter and all appendices. All pages shall be in portrait orientation with 1-inch (1") margins. Font size shall be 10 point or larger. SOQs that do not follow this format may be rejected. Submittals need to be limited to 14 MB in total size.

The cover letter shall include the RFQ Title in the subject line, and the Name, Title, Email Address, Phone Number, and current Address of the submitting team. SOQ's that do not follow this format may be rejected. The cover letter shall include the following information (even if the answer is None):

- Describe any claim submitted by any client against the prime firm within the past two (2) years related to the professional services provided by the firm or its key personnel. For the purposes of this request, claim means a sum of money in dispute in excess of 10% of the firm's fee for the services provided.
- Any real or perceived conflicts of interest for team members, inclusive of the prime, sub-consultants, and key team members.
- A statement indicating acceptance of the Port Terms and Conditions and acknowledgement of any addenda issued.

BASIS OF SELECTION

Experience and Qualifications: (20 MAX)

Qualifications:

- Provide a brief overview of the company, including years in business, ownership structure, organizational structure, etc.
- Provide a description of your company's experience in environmental compliance, permitting, design, bid documentation (PS&E) related to the design and construction of



shore power, dock improvements, permitting, inspection and project closeout documentation in accordance with City, State and Federal guidelines.

- Identify any local and regional experience and description of those projects.
- Identify and describe the relevant experience and qualifications of the individuals who would serve as key team members for this project.
- Identify availability of key team members to work on this project.
- Identify key subconsultants that will work on this project and their relevant experience. Sub-consultants may also be required to provide three (3) references, if requested
- The contract documents must be stamped by a Registered Professional Engineer in the State of Washington.

References:

- Provide a minimum of three (3) but no more than six (6) references for comparable projects. This should include the project description, entity name, and contact person with a telephone number and/or email address. Please include with each referenced project any of the key team members who will be working on the project.

PROJECT UNDERSTANDING AND APPROACH: (20 POINTS MAX)

Project Understanding:

- Describe your understanding of the scope of work as provided as well as your approach, strategies, project management methodologies, techniques and tools used to advance similar projects effectively while minimizing risk.

Description of Approach:

- Provide a work plan with a schedule to demonstrate delivery of the project including the timing of key tasks and deliverables.

Quality Control:

- Describe how your company addresses concerns in quality control and give a specific example to provide useful and constructible contract documents, including meeting the RFQ/SOQ formatting requirements.



PRESENTATION, ORGANIZATION & CLARITY OF SOQ SUBMITTAL: (10 POINTS MAX)

Formatting and Document Clarity:

- The SOQ shall follow formatting requirements as set forth in the RFQ. Organization of the SOQ, and the presentation of material, should promote the Consultant’s ability to assemble clear and concise documentation.

SELECTION CRITERIA.

The following criteria will be used to evaluate and rank the applicants.

Qualification and Experience	Maximum Point allowed
Experience and Qualification	20
Project Understanding and Approach	20
Presentation, Organization and Clarity of SOQ	10
TOTAL	50

TERMS AND CONDITIONS.

- The Port of Benton reserves the right to reject any and all SOQs.
- The Port of Benton reserves the right to request clarification of information submitted, and to request additional information from any firm.
- The Port of Benton reserves the right to award any contract to the next most qualified firm, if an agreement is not reached.
- The contract resulting from acceptance of a proposal by the Port shall be in a form supplied or approved by the Port and shall reflect the specifications in this SOQ. The Port reserves the right to reject any proposed agreement or contract that does not conform to the specifications contained in this SOQ, and/or is not approved by the Port Attorney and Executive Director.
- The Port of Benton shall not be responsible for any costs incurred by the firm in preparing, submitting or presenting its response to the SOQ.

Attachments.

- Port of Benton consulting contract