



## REQUEST FOR PROPOSALS

Title	Port Valdez Metocean Buoy Project Support
LRFP Number	6531.20.01
Project Manager	Alan Sorum
Submittal Deadline	March 27, 2020
Award Announcement	April 3, 2020

Submit Proposals to:

Alan Sorum - PWSRCAC Project Manager  
Prince William Sound Regional Citizens' Advisory Council  
Post Office Box 3089  
130 South Meals, Suite 202  
Valdez, Alaska 99686

or

via email at the following address:

[alan.sorum@pwsrcac.org](mailto:alan.sorum@pwsrcac.org)

To verify receipt of proposal, proposer must contact Alan Sorum before the submittal deadline.

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*Citizens promoting environmentally safe operation of the Alyeska terminal and associated tankers*

**RFP#6531.20.01**

Form revised 3/2010

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**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 Prince William Sound Regional Citizens' Advisory Council (PWSRCAC) by the deadline. Proposals received after the deadline may be considered but only if they can be accommodated by PWSRCAC's review process. Additional information provided after the deadline may also be considered but only if such information can be accommodated by the review process.

Inquiries regarding this request for proposals shall be directed to the project manager named above via email.

**REQUEST FOR PROPOSALS**

The Prince William Sound Regional Citizens' Advisory Council (PWSRCAC) is inviting proposals from a contractor to provide support services for its two weather/metocean buoys currently installed and operating in Port Valdez, Alaska.

**ABOUT PWSRCAC**

**MISSION STATEMENT:** Citizens promoting environmentally safe operation of the Alyeska terminal and associated tankers.

PWSRCAC was formed following the Exxon Valdez oil spill to advise Alyeska Pipeline Service Company and the public on issues related to oil spill prevention and response and mitigating the environmental impacts of terminal and tanker operations. PWSRCAC also advises oil shippers, regulatory agencies and elected officials on these issues.

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*Citizens promoting environmentally safe operation of the Alyeska terminal and associated tankers*

PWSRCAC's membership comprises communities affected by the Exxon Valdez oil spill and interest groups with a stake in safe oil transportation in the region. PWSRCAC's 18 member organizations are communities and boroughs impacted by the 1989 Exxon Valdez oil spill, as well as Native, commercial fishing, aquaculture, recreation, tourism and environmental representatives.

PWSRCAC was chartered as a non-profit corporation by the State of Alaska on December 26, 1989. PWSRCAC is funded under a contract with Alyeska and is certified as the alternative voluntary advisory group for Prince William Sound under the Oil Pollution Act of 1990 (OPA90).

*Please note: All of PWSRCAC'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. PWSRCAC will not knowingly reveal the contents of a proposal that is not subsequently accepted for contract; however, PWSRCAC accepts no liability should such contents inadvertently be revealed to third parties.*

## **1. PROJECT**

### **INTRODUCTION**

The PWSRCAC has assembled and installed two buoys capable of measuring ocean currents and common weather parameters in Port Valdez, Alaska. The first buoy is located near Jackson Point, adjacent to the Valdez Marine Terminal (VMT) [61.0910°N 146.3811°W]. The second buoy is located at the edge of the Valdez Duck Flats, near the Valdez Container Terminal [61.1201°N | 146.2914°W]. Data collected from the buoys is used in part to verify current movement seen in front of the Valdez Marine Terminal and at the Valdez Duck Flats. The Prince William Sound Science Center (PWSSC) has partnered with the Council to facilitate this project.

The Council is using two, fully equipped DART (Deep-ocean Assessment and Reporting of Tsunamis) style buoys. The DART buoys underwent a complete rebuild in 2012, which encompassed tower modifications, new internal electronics and battery mounting frame, and replacement of all electrical and electronic components. The DART buoy hulls are 103 inches (2.6 meters [m]) in diameter and 42 inches (1.1 m) high. The buoy hulls are fiberglass and foam filled. The tower, on which most of the instruments are mounted, is an aluminum pipe structure, 6 feet (1.8 m) high (8.5 feet above water surface). The highest component, the wind sensor, is 12.75 feet (3.89 m) above the water surface.

The data collected are summarized below. Data are transmitted via cellular modem.

- a. Mechanical anemometer
- b. Relative humidity
- c. Barometer
- d. Air temperature
- e. Water temperature
- f. Pyranometer
- g. Compass and buoy tilt
- h. GPS position
- i. Current profile (direction and speed)
- j. Wave profile (height, period and direction)

## **GOALS and DELIVERABLES**

The contractor selected for this project will successfully maintain and support the operation of these two buoys for the life of the contract (approximately four years).

## **DESCRIPTION of REQUESTED WORK**

**Scope of Work.** Proposals will address the ability of the contractor to carry out the following tasks, along with any recommendation that could benefit the project:

- A. Evaluation and criteria for anchor design and annual anchor maintenance that may be required for each buoy. If changes are recommended in anchoring systems currently in use, the Contractor will develop an anchor design, bid documents and bid estimates as needed to meet their recommendations.
- B. Contractor will propose a plan for regular continuing maintenance of the buoys and their anchors for the life of the project contract and will provide this required maintenance work.
- C. Contractor will provide a plan for rescue and emergency repair of the buoys and have the resources in place to accomplish this work.
- D. Contractor will be able to calibrate buoy instrumentation to NOAA standards, develop a plan to ensure sensors remain in calibration and conduct this work as needed.
- E. Contractor will coordinate maintenance activities, with the United States Coast Guard and Alyeska Pipeline Service Company, for entry into the security zone that buffers the VMT.
- F. Contractor will review permits in place from the Alaska Department of Natural Resources, United States Army Corps of Engineers and United States Coast Guard and ensure their terms are kept current and maintained.
- G. Consultant will provide the professional services of their staff to directly support operation of the weather buoys. The Consultant will monitor and record data telemetry and instrument status of the buoys, provide this data to project partners and host a website where buoy data can be viewed by the public.

**Award Announcement: April 3, 2020**

## **2. GENERAL REQUIREMENTS**

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

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

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

### 3. REQUIRED PROPOSAL CONTENTS

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

#### **Cover Sheet**

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

**Table of Contents.** May include a list of Tables and Figures if appropriate.

**Introduction.** This section shall include the RFP title and number, brief general discussion of the problem and the proposed project. Scientific and technical terms shall be clearly defined, and a list of pertinent enclosures included.

**Goals and Deliverables.** Describe how the proposer intends to address the specific goals and provide the deliverables of the work requested, as listed above.

**Materials and Methods.** Describe in detail the methods to be used and how they will produce the deliverables. Cite references and provide background information where applicable and as needed.

**Work Schedule.** Describe the schedule in which the proposed work will be conducted. Include specific milestones and work phase timing. Indicate what will be achieved by each milestone or phase of work.

**Management Scheme.** Clearly describe how the work will be managed including the role of each key individual expected to be involved in the work. Provide names and resumes of each. This section should also include information on how the scope, time and costs of the project will be controlled.

**Budget.** Include information about the total costs (cited in U.S. Dollars), professional fees, expenses and contingencies. In case of overhead rates or administrative fees, give percent of direct personnel cost. Provide a breakdown of hours per individual and rates per individual. If subcontractors are used, indicate the percentage of work to be performed by each subcontractor with respect to the entire proposed scope of work.

**Consultant/Contractual Services.** Indicate if, how, and why a subcontractor will be used for any portion of the work.

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

**Statement of Qualifications.** Describe, relevant to the proposed work, previous work experience, related technical accomplishments and educational background of each of the principal investigators and subcontractors if used. If multiple investigators are involved, describe the role of each individual.

**References.** The names, contact persons, and telephone numbers of firms for which the respondent recently performed services shall be included. A minimum of three such references is suggested.

**Conflict of Interest.** Describe all financial, business or personal ties contractor has to Alyeska Pipeline Service Company or members of the Alyeska consortium, excluding normal commercial purchases of petroleum products.

#### 4. SUBMITTAL AND EVALUATION PROCESS

**A. Evaluation Criteria.** Proposals will be evaluated based on, but not limited to, the following:

- 1) **Proposal Format.** Does the proposal follow the requested format?
- 2) **Proposed Scope of Work.** Does the proposal clearly address the requested scope of work?
- 3) **Technical Approach.** Is the proposed approach to the scope of work technically feasible?
- 4) **Qualifications.** Does the principal investigator possess expertise and experience to assure successful completion of the scope of work?
- 5) **Management Scheme.** Will the proposed management scheme reasonably lead to successful development of the deliverables?
- 6) **Schedule.** Is the proposed schedule for completion of the scope of work in accordance with the requested project duration and schedule?
- 7) **References and Conflicts of Interest.** Does a reference check indicate proposer has the potential to successfully complete the proposed scope of work? If conflicts of interest are stated, are they sufficiently relevant to preclude an offer to perform the work for PWSRCAC?
- 8) **Budget and Cost Justification.** Is the budget reasonable and adequate for the work proposed? Does the budget provide good value for the funds requested?



**B. Contract Award.** The successful proposal will be the one that, in PWSRCAC sole opinion, best meets the needs as outlined in this RFP. In the event that PWSRCAC determines that no proposal completely meets all of the needs as outlined in the RFP, PWSRCAC shall have the option not to accept any proposal or enter into any contract whatsoever. In the alternative, PWSRCAC 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 contractor to refine the proposal to achieve a contract that fully satisfies PWSRCAC needs.

**C. Professional Services Contract.** A copy of PWSRCAC's standard professional services contract form can be found at [http://www.pwsrcac.org/wp-content/uploads/filebase/newsroom/rfps/professional\\_services\\_agreement.pdf](http://www.pwsrcac.org/wp-content/uploads/filebase/newsroom/rfps/professional_services_agreement.pdf) or can be made available upon request.

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

PWSRCAC/Alyeska Contract

PWSRCAC Bylaws

PWSRCAC Observer Newsletter

PWSRCAC Brochure

PWSRCAC Annual Report