



Request for Fee Proposal Feasibility Study For Multi-Use Terminal Concept Design

Released – December 20, 2017
Responses Due February 1, 2018 – 2:00 pm Pacific Standard Time

Project Description / Background:

The Oregon International Port of Coos Bay (Port) is evaluating the feasibility of a multi-use terminal on Coos Bay's North Spit capable of supporting a variety of cargo, including bulk cargo (liquid bulk, break bulk, ro/ro, project cargo etc.) and container traffic. The terminal will serve local industry and allow for the region to further access global markets. The objective of the study is to research the feasibility to establish a transportation hub and improvements in the handling of goods by truck, ship, and rail for the state of Oregon.

The Port is requesting Time and Materials, Not to Exceed fee proposals from qualified firms to develop a feasibility study (hereafter identified as "study") identifying what infrastructure improvements, utilities, equipment, permits, and mitigation are conceptually required to establish such a terminal and its associated costs. The project will be funded through a grant from the Oregon Infrastructure Finance Authority with matching funds from the Oregon International Port of Coos Bay. Total cost for the project is not to exceed \$75,000. Preference will be given to disadvantaged business enterprises.

Project Details

The Port has identified three potential sites for a multi-use terminal on Coos Bay that can support the movement of various products and required infrastructure. Multi-use facilities within the Port may include the development of ship/barge berthing facilities, berth product conveyance systems-ship to storage, tank storage, pipeline to transfer product from the berth to the terminal, truck loading and unloading racks, rail loading and unloading racks, ship cleaning facilities, utility upgrades and extensions, storage (warehousing and refrigerated capacity) and support/administrative facilities (office space with parking and Maintenance and Repair shop).

The Port is seeking to develop preliminary site layout plan(s), an order of magnitude cost summary (+/- 30%), site(s) descriptions, construction durations, and preliminary permitting strategy to support the Port's investment decision and promotion of developing one or more multi-use terminals.

The awarded firm will also analyze critical engineering, planning, environmental issues that may influence project siting, permitting, environmental mitigation, other costs

associated with construction of a terminal, including (but not limited to): flight path restrictions, parking and staging, equipment necessary for terminals and handling of cargo, and storage and stacking of containers and refrigerated containers. The Port seeks to develop a state of the art terminal by leveraging the latest technology for quick turnaround and clean movement of cargo.

Parcels to be evaluated through this feasibility study will include:

Parcel	Acres
A	7
B	160.23
C	44.64
D	373.82

Note: Parcels are located on the N. Spit and in close proximity of each other.

Additional Information:

The Port will require the final study be provided in current version PDF and Word document format. The final study and all intellectual property will be entirely owned by the Port, and suitable for guidance in progressing the project. The documents shall be prepared in accordance with industry standards. The Contractor shall prepare and submit high quality and technically defensible Internal Draft, Draft, and Final Reports. Figures and appropriate appendices shall be included in each version.

It is expected that confidential client information will be made available to the selected consultant during execution of the planned work. The selected consultant will be expected to execute an Oregon International Port of Coos Bay standard Non-Disclosure Agreement (NDA) to cover this work, and may be required to execute a client specific NDA. Eligible consultants will be certified, licensed, or registered in the State of Oregon as appropriate for their area of specialty.

This request for fee proposal in no way obligates the Oregon International Port of Coos Bay to enter into a contract for service or otherwise engage any responders to this request. The Port reserves the right to accept or reject any or all proposals, waive irregularities, to accept any part of a proposal, to withhold the award, and to make no award as is deemed to be in the best interests of the Port. If the Port does award a contract to perform the identified services, the consultant will be expected to execute a standard Port Professional Services Agreement in a timely manner (10 to 14 business days) with little or no revision.

The requested fee proposal shall include:

- Project Description,

- Detailed Scope of Work/ Scope of Services, including a list of deliverables, a list of assumptions, and a list of exclusions, if necessary,
- Client Responsibility statement indicating any expected actions, deliverables, or responsibilities necessary to be performed by the Port during the completion of the task,
- Compensation statement, including a summary of the total fee expected for completion of the task with language indicating that the fee will not be exceeded without written agreement,
- Staffing description indicating how the contractor intends to staff the project,
- Spreadsheet or tabular format Fee Budget listing planned activities and expenses, and the estimated fee for each, and
- Project Schedule (please allow 2 weeks for each version to be reviewed by the Port)

Bids shall be summarized in the attached bid form.

Meetings

The contractor should plan on attending three meetings (Project Kickoff and two additional meetings) with the Port in their Coos Bay Administrative office. The Contractor shall be represented at the meetings by appropriate technical project personnel (maximum of two attendees) and shall prepare the meeting agenda any other required meeting materials including figures, data, schedule, and provide copies to all the participants two (2) business days in advance. The Contractor shall provide a meeting summary with action items and decisions made to the Port within two (2) business days following the meeting date. An initial project kickoff meeting shall be conducted within 21 days of contract award.

Period of Performance

The duration of work under this contract shall not exceed 9 months from the award date.

Questions

Deadline for questions related to this request for proposal will be Tuesday, January 16, 2018 by 5:00 PM Pacific Standard Time. Please submit questions via e-mail to:

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Submit Proposals

Deadline for submission of proposals will be Thursday February 1, 2018 by 3:00 pm Pacific Standard Time. Proposals shall be submitted electronically in PDF format to solicitations@portofcoosbay.com, with “Proposal – Feasibility Study for Multi-Use Terminal Concept Design” in the subject line.