

NORTHEAST STATES FOR COORDINATED AIR USE MANAGEMENT

Request for Proposals

The Northeast States for Coordinated Air Use Management (NESCAUM) solicits proposals from qualified firms and individuals (hereinafter referred to as “firm”) to act as technical consultant on NESCAUM’s behalf, overseeing replacement of main propulsion and auxiliary engines on marine vessels operating in coastal waters and lakes in the states of Maine, Vermont, New Hampshire, New York, New Jersey, and the Commonwealth of Puerto Rico.

1. Background

On March 19, 2009, the U.S. Environmental Protection Agency (EPA) published a request for applications (EPA-ARRA-OAR-OTAQ-09-06) as part of the National Clean Diesel Funding Assistance Program, authorized under the Energy Policy Act of 2005 (Public Law 109-58) and the American Reinvestment and Recovery Act (Public Law 111-05), offering funding assistance for projects designed to reduce diesel emissions and promote the preservation and/or creation of jobs and economic recovery.

Partnering with nine owners, involving a total of 13 marine vessels, NESCAUM submitted grant applications to EPA, proposing to replace 35 existing pre-regulation “Tier 0” auxiliary and main propulsion marine engines with new, comparably sized EPA Tier 2 and Tier 3 certified engines.¹ The original grant applications are listed below, along with web addresses from which to access the applications. Because of formatting issues, it may be necessary to manually type in each web address to a web browser, as opposed to simply clicking on the address as a link.

Project Name	Application Web Link
Region 2 Marine Ferry Repower	http://filesharing.nescaum.org/download.php?file=2702009_DERA_Region2_Ferry_27apr09_v2%20FINAL_SUBMISSION.pdf
McAllister Sisters Marine Tug Repower	http://filesharing.nescaum.org/download.php?file=6362009_DERA_McAllister_27apr09_FINAL_SUBMISSION.pdf
Northern New England Marine Repower	http://filesharing.nescaum.org/download.php?file=5972009_DERA_NNE_REPOWER_27apr09_FINAL%20SUBMISSION.pdf

EPA subsequently approved the three grant applications as submitted and for the grant amounts requested. McAllister Sisters Marine Tug Repower was incorporated into Region 2 Marine Ferry Repower Project and renamed NESCAUM – Marine Ferry and Tug Repower Project under Cooperative Agreement 2A-97232201, dated July 9, 2009. Northern New England Marine Engine Repower Project remained a separate project, renamed as Northern New England Ferry Repower, under Cooperative Agreement 2A-96106901, dated June 29, 2009.

¹ The term *Tier 2* as it is used here is the same term as it is used in 40 CFR 94. One project will involve replacement with *Tier 3* certified engines, also defined in 40 CFR 94.

2. Tasks and Deliverables

NESCAUM's preferred approach is to manage repowering the 13 marine vessels to the extent possible, as a single project. Ideally, this approach will include contracting with one technical consultant to oversee all engine replacements. However, based on responses to this RFP, NESCAUM is prepared to award contracts to more than one technical consultant, overseeing discrete portions of the overall work as separate projects. In any case, NESCAUM anticipates that the technical consultant will perform the following tasks and produce the required deliverables, as outlined below. NESCAUM welcomes suggested alternative approaches that may be more effective from responders to this RFP.

- 2.1.** Following signing of a contract with NESCAUM, the technical consultant will become familiar with each vessel, including the setup of the existing engines, issues involved with removal/replacement of the engines, the array and availability of potential replacement engines, availability of potential dry dock space, preferred timing for removing a vessel from service, in-kind services to be provided by the vessel owners, and other pertinent issues. It is assumed that the consultant will gain familiarity with each vessel by a combination of means, including reviewing information in the NESCAUM grant applications, contacting owners by telephone, and making site visits.
- 2.2.** The usual procedure for procurement of equipment and services (in this case engine procurement and installation services) is a competitive procurement process when federal grant funds are involved, and follow the Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and other Non-Profit organizations (40 CFR 30). Working with NESCAUM and the vessel owners, the technical consultant will prepare and publish a request for proposals (RFP) inviting marine engine suppliers and engine installers to submit bids for work on one or more vessels. In preparing the RFP, the technical consultant will identify a set of critical factors by which individual bids will be evaluated, including cost, warranty, location of service for installation and warranty work, and other factors. The technical consultant will review the vendor bids and make recommendations on vendor selection to the vessel owners and to NESCAUM.
- 2.3.** While competitive procurement is the norm, some vessel owners believe that, because of unique circumstances involving the location of their vessels, configuration of the existing engines, and other factors, sole source procurement of engines and/or installation services are appropriate and consistent with federal guidelines. Prior to finalizing the RFP, the technical consultant will review the relevant circumstances for each vessel and make recommendations to NESCAUM regarding pursuing sole source versus competitive procurement processes. NESCAUM will make the final decision as to the appropriate means of procurement for each vessel.
- 2.4.** The technical consultant will oversee installation of the engines on each vessel, ensuring the installation work is done according to the bid and that the engines installed are the ones specified.
- 2.5.** The technical consultant will assist NESCAUM in compiling information necessary to prepare quarterly reports and a final project report to EPA.

3. Proposal Content

Proposals must be limited to 15 single-spaced typewritten pages with 12 point font size and with a margin of 1 inch on all four sides. Pages in excess of the 15 page limit will not be considered. Resumes and budget sheets are not counted towards the 15 page limit. Hard copy proposals are acceptable, but NESCAUM prefers electronic proposals in portable document format.

The proposal should address, at a minimum, the following:

- 3.1. Describe your firm's specific approach to the project, using the above **2. Tasks and Deliverables** as a guide or using an alternative approach that you believe may be more efficient. Indicate the number of hours that will be devoted to each task or discrete subtask.
- 3.2. Indicate whether your firm's proposal is for all of the identified vessels. If the proposal is for less than all of the vessels, indicate which vessels are included in the proposal.
- 3.3. Describe your firm's previous experience acting as a technical consultant on diesel engine repower projects, including but not necessarily limited to marine projects. Provide at least three references, relative to this experience, and their contact information.
- 3.4. Describe any critical issues that your firm is aware of regarding the removal and replacement of engines on marine vessels and your firm's proposed approach to ensuring that those critical issues are properly addressed.
- 3.5. Identify key personnel that your firm will assign to this project, what their roles will be, and their expertise. Attach resumes for key personnel.
- 3.6. Provide a schedule, in bar chart format, for completing each project task and producing project deliverables.
- 3.7. Provide hourly rates for key personnel assigned to the project. Hourly rates should reflect all direct and indirect charges.
- 3.8. Provide your firm's DUNS number or documentation that your firm has applied for a DUNS number. For more information on obtaining a DUNS number, visit the following website: <http://fedgov.dnb.com/webform>
- 3.9. Indicate whether your firm is presently or has in the past been designated as an Excluded Party in terms of eligibility to receive federal grants. For more information on this topic, visit the following website: <https://www.epls.gov/>
- 3.10. Attach a total budget for your firm's proposal, itemizing personnel, equipment, travel, and all other costs.

4. Deadline for Proposals

All proposals are due by no later than 4:00 p.m. Eastern Time on Friday, September 25, 2009. Electronically submitted proposals should be sent to: eskelton@nescaum.org. Hard copy proposals should be sent to:

Attn: Eric Skelton
NESCAUM
89 South Street, Suite 602
Boston, MA 02111

Proposals received after the deadline will not be reviewed. A postmark on a hard copy proposal that predates the deadline will not be considered as complying with the deadline.

5. Communications

Communications regarding this proposal should be directed to Eric Skelton by telephone at (617) 259-2028 or by email at eskelton@nescaum.org.

6. Evaluation Criteria

NESCAUM will use whatever procedure it deems appropriate for evaluating proposals, including requesting additional information from one or more proposers during the evaluation period. At a minimum, NESCAUM will consider the following factors in evaluating proposals:

- Proposer's experience successfully overseeing projects involving repowering of marine vessels
- Proposer's familiarity with critical issues involved with removing/replacing engines on marine vessels
- Proposer's experience successfully overseeing projects involving repowering of diesel powered vehicles and equipment, other than marine vessel projects
- Proposer's specific approach to this project
- Number of vessel projects for which the proposer will provide project oversight
- Qualifications and experience of key personnel
- Proposer's ability to complete the project within the timeframes specified in the grant applications.
- Total cost of proposed technical consultant services
- Proposer's eligibility to receive federal funds as compensation for services

7. No Obligation to Award a Contract

NESCAUM has no obligation to award a contract to any firm responding to this RFP. If NESCAUM determines, in its sole discretion, that none of the proposals is sufficient for successful completion of the project, NESCAUM reserves the right to reissue this RFP or a different RFP for the same purpose. Further, NESCAUM reserves the right to award a contract for only a portion of the work originally proposed by any given firm.

8. Disclosure of Proposal Contents

NESCAUM generally does not consider the contents of any proposal to be proprietary or confidential. As such, NESCAUM reserves the right, at its sole discretion, to disclose or withhold from disclosure, the contents of any proposal submitted in response to this RFP.