

MUNICIPALITY OF ANCHORAGE

REQUEST FOR PROPOSALS

2025P025

**PROVIDE DESIGN BUILD SERVICES FOR BATTERY
ENERGY STORAGE SYSTEM**

DON YOUNG PORT OF ALASKA



Municipality of Anchorage

Suzanne LaFrance, Mayor
Purchasing Department

May 16, 2025
REQUEST FOR PROPOSAL
RFP 2025P025

PROVIDE DESIGN/BUILD SERVICES FOR A BATTERY ENERGY STORAGE SYSTEM

The Municipality of Anchorage is an equal opportunity employer.

Enclosed is pertinent information for use in preparing your proposal.

Pre-Proposal Conference:	4:00 P.M. Local Time, May 29, 2025
Site Visit:	N/A
Questions Due:	12:00 P.M. Local Time, June 2, 2025
Proposals Due:	12:00 P.M. Local Time, June 16, 2025

Electronic Submission through BidExpress at [Bid Express :: Municipality of Anchorage](#) or submission through Sealed Envelope per requirements in Section 2.6.2.

If applicable, the call-in phone number for Pre-Bid Conferences is 907-343-6089. Conference lines are opened 5 minutes prior to the Pre-Bid Conference times. To attend meetings in person; you may do so at 632 W. 6th Avenue, Suite 520, Anchorage, AK 99501. FOR AUXILIARY AIDS, SERVICES, OR SPECIAL MODIFICATIONS TO PARTICIPATE PLEASE CONTACT THE PURCHASING DEPARTMENT TO REQUEST REASONABLE ACCOMMODATIONS AT 907-343-4590; OR wwpur@muni.org

For further information contact Purchasing at (907) 343-4590 or email wwpur@muni.org. All correspondence should include the RFP number and title.

The Municipality of Anchorage reserves the right to reject any and all proposals and to waive any informalities in procedures.

Sincerely,

Melanie A. Clark
Senior Construction Buyer



The Municipality of Anchorage Purchasing Department is pleased to announce that we will begin using the Bid Express® service at www.bidexpress.com.

Electronic bid submission:

- allows for digitally-signed bids
- eliminates costs for delivery of bid packages
- provides error checking and alerts to omissions before submission
- easily accommodates last-minute changes and price cuts
- automates email notifications to alert vendors of solicitation postings and solicitation changes

If you are not a current user, please register for a free vendor account to reference the Municipality of Anchorage's upcoming advertisements.

For more information about the service, please refer to the Bid Express service's Knowledge Center [here](#) to get started.

For technical assistance, please call the service's Customer Success team at 888-352-2439, available Monday - Friday from 7:00 am – 8:00 pm (EST). You can also email them at bidexpress.support@infotechinc.com.

Additional information and notices of solicitation opportunities will be posted on the Purchasing webpage at Muni.org.



Port of Alaska Engineering Battery Energy Storage System

MUNICIPALITY OF ANCHORAGE
PORT OF ALASKA
Request for Proposal 2025P025

Design / Build Services for a Battery Energy Storage System (BESS)

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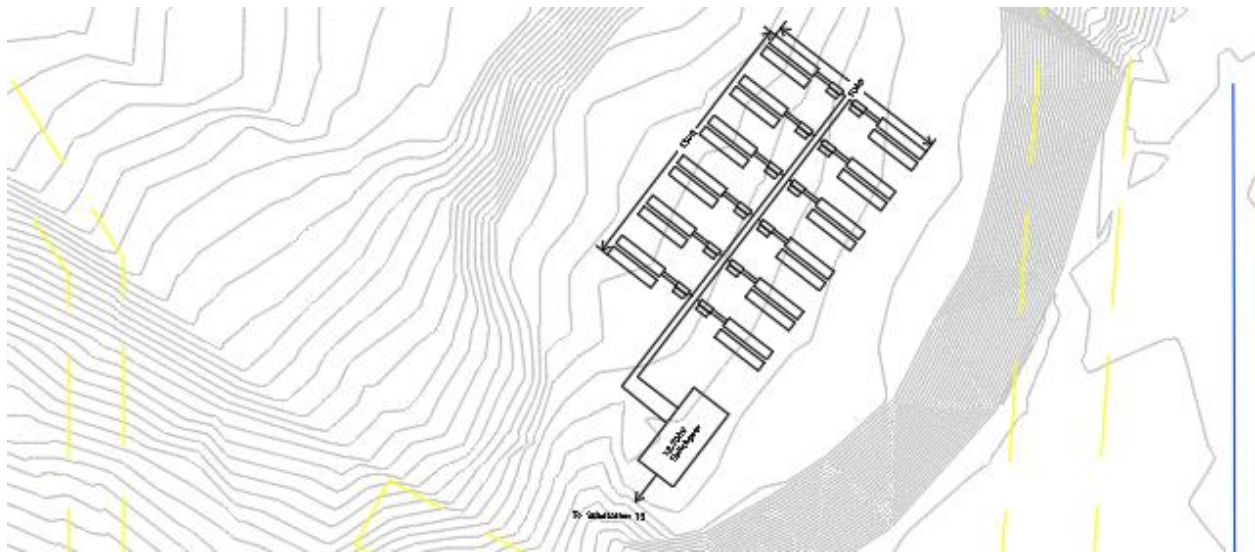
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Section 1- General Information

1.1 Purpose

The Municipality of Anchorage (MOA), Don Young Port of Alaska (POA), herein described as “Owner” is soliciting proposals for a Design / Build Contract from qualified entities for design, permitting, procurement, and construction services to provide civil design, electrical design, site design, materials procurement, civil construction, electrical construction, and overall project commissioning services. The ideal proposal would realistically lay out a plan to deliver a ‘turnkey’ project.



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1.2 Background

The site is located on POA's 'Tract J' and is to be designed to the west of the 'Atlas Tower' development near the Port's eastern boundary. Design guidance is provided through a Chugach Electric Association, Inc. Technical Specification as well as POA's Policy 25-01. In case of conflict between the standards, consult with POA for guidance. The envisioned scope of Phase 1 Construction is a 4.5-megawatt (MW) / 9 megawatt-hour (MWh) site outputting at 34.5 kilovolts (kV) although the selected site can be sized for up to 100MWh. Funding is dynamic and a larger project may become feasible. POA would look favorably upon a design approach that would yield a scalable product.

Proposers are reminded that springtime load limits are common on Alaskan roads and should plan accordingly.

Time is of the essence due to anticipated long lead items and a tight grant schedule. POA suggests that a successful approach may involve multiple phases:

1. Consult with personnel or entities that have recent experience procuring items needed for a BESS project and develop a list of priority equipment. Our sources have indicated that this, at a minimum, will likely include power transformers and utility batteries. Minor items can also be long-lead and the POA would value a project approach that places a heavy emphasis on thoroughly researching procurement risks.
2. Coordinate with MOA Purchasing to determine and execute the best approach to expeditiously place orders for long lead items to firm up a project schedule.
3. Develop plans for all aspects of project design to include as a minimum: communications plans, civil plans, foundation plans, ground grid planning, fencing plans, interconnection plans, lighting plans, conduit plans, drainage plans, and switchgear and other protection and control designs needed for safe and reliable operation of a BESS. It is noted that the EPS Operator will likely require coordination and may require ownership of communications and protection / control aspects of the project that could impact the regional electric system.
4. Construct the site improvements to be ready to install long lead items upon their receipt. Complete the site construction.
5. Specific attention is called to the requirements of POA Policy 25-01 Section 5 which covers project commissioning. POA considers it a requirement to identify an experienced engineer or supervised technician who demonstrates proficiency with this type of testing and commissioning procedure. Failure to identify an experienced Protection and Control engineer, or a journeyman-level meter-relay technician to lead the work under a licensed engineer's supervision, would constitute a non-responsive proposal.

Specifications, Codes, Ordinances, and Standards

All Work shall be performed in accordance with the Contract, which includes this RFP, the Executed Professional Services Contract, the MOA Design and Construction Manual (DCM), Anchorage Municipal Code (AMC), the Construction Services Manual, MASSB (Attachment K), the Supplementary Conditions to MASSB, 2024 MASS Divisions 20 through 85 as required, the Special Provisions to MASS, the Technical Specifications, and additional required Contract Documentation include the Chugach Technical Specifications and POAE Policy 25-01.



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1.3 Questions

Any questions regarding the Request for Proposals are to be submitted in writing through the question-and-answer section of the solicitation on BidExpress or in writing via: wwpur@muni.org.

For ease of identification please identify the RFP number in the subject line of any correspondence.

Purchasing Office hours of operation are 0800 to 1700 local time Monday through Friday, excluding Municipal holidays. All question must be received prior to the deadline indicated on the RFP cover letter.

1.4 Preparation Costs

The Municipality will not be responsible for proposal preparation costs, no for costs including attorney fees associated with any (administrative, judicial, or otherwise) challenge to the determination of the highest ranked Contractor and/or award of contract and/or rejection of proposal. By submitting a proposal each Contractor agrees to be bound in this respect and waives all claims to such costs and fees.

Section 2- Rules Governing Competition

2.1 Examination of Proposals

Contractors should carefully examine the entire RFP and any addenda thereto, and all related materials and data referenced in the RFP. Contractors should become fully aware of the nature of the work and the conditions likely to be encountered in performing the work.

2.2 Proposal Acceptance Period

Award of this proposal is anticipated to be announced within 45 calendar days, although all offers must be complete and irrevocable for 120 calendar days following the submission date.

2.3 Confidentiality / Proprietary Information

NA See Section 2.14

2.4 Proposal Format

Proposals are to be prepared in such a way as to provide a straightforward and concise delineation of the Contractor's capabilities to satisfy the requirements of this RFP. Emphasis should be concentrated on:

1. Conformance to the RFP Instructions
2. Responsiveness to the RFP Requirements
3. Completeness and Clarity of Content



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2.5 Signature Requirements

All proposals must be signed (electronically through BidExpress or manually) by an officer or other agent of a corporate vendor if authorized to sign contracts on its behalf; a member of a partnership; the owner of a privately-owned vendor; or other agent if properly authorized by a power of attorney or equivalent document. Signature on the "Letter of Transmittal" (See Para 4.3) will meet this requirement.

Failure to sign the proposal is grounds for rejection. The name and title of the individual(s) signing the proposal must be clearly shown immediately below the signature.

2.6 Proposal Submission Requirements

2.6.1 Electronic Submission through BidExpress

2.6.1.1 Bid Express :: Municipality of Anchorage OR

2.6.2 Submission through Sealed envelop

2.6.2.1 ONE ORIGINAL, single sided unbound of the proposal must be received by the Municipality prior to the date and time specified in the cover letter.

2.6.2.2 IN ADDITION to the copies required by paragraph 2.6.2.1 above, provide a flash drive containing a PDF copy of the complete proposal, including attachments.

2.6.2.3 All copies of the proposals shall be submitted in a single sealed cover which shall be plainly marked as a Request for Proposal Response with the Number and Title prominently displayed on the outside of the package.

2.6.2.4 Proposals must be delivered or mailed to:
Municipality of Anchorage
Purchasing Department
632 W. Sixth Avenue, Suite 520
Anchorage, AK 99501

2.6.3 Faxed or emailed proposals will NOT be accepted.

2.7 News Releases

News releases by or on behalf of any Contractor pertaining to the award resulting from the RFP shall not be made without prior written approval from the Municipal Purchasing Director.

2.8 Disposition of Proposals

All materials submitted in response to this RFP will become the property of the Municipality of Anchorage. One copy of the submitted material shall be retained for the official files of the Purchasing Department and will become public record after the award of the Contract.

2.9 Oral Change / Interpretation

No oral change or interpretation of any provision contained in the RFP is valid whether issued at a pre-proposal conference or otherwise. Written addenda will be issued when changes, clarifications, or amendments to proposal documents are deemed necessary by the Municipality.



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2.10 Modification / Withdrawal of Proposals

A Contractor may withdraw a proposal at any time prior to the final submission date by sending written notification of the withdrawal, signed by an agent authorized to represent the agency. The Contractor may thereafter submit a new proposal prior to the final submission date; or submit written modification or addition to a proposal prior to the final submission date. Modifications offered in any other manner, oral or written, will not be considered. A final proposal cannot be changed or withdrawing after the submission date, except for modifications requested by the Municipality after the date of receipt and following oral presentations.

Modifications to electronically submitted proposals may be made any time prior to the proposal dated line using BidExpress.

2.11 Late Submissions

PROPOSALS NOT RECEIVED BY THE DATE AND TIME AND AT THE LOCATION SPECIFIED IN THE RFP COVER LETTER WILL NOT BE CONSIDERED AND WILL BE RETURNED UNOPENED.

2.12 Rejection of Proposals

The MOA reserves the right to reject any or all proposals if determined to be in the best interest of the Municipality.

2.13 Equal Employment Opportunity Contract Compliance

1. Every Municipal contractor shall include language substantially the same as the following: "The contractor will no discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, age, sex, sexual orientation, gender identity, marital status, or physical or mental disability. The contractor will comply with all laws concerning the prohibition of discrimination including, but no limited to, Title 5 and Title 7 of the Anchorage Municipal Code."
2. Every Municipal contract shall state, in all solicitations or advertisements for employees to work under the contract, that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, age, sex, sexual orientation, gender identity, marital status, or physical or mental disability.

2.14 Confidential / Proprietary Information

The content of proposals will be kept confidential until the selection of the Contractor is announced. At that time, the selected proposal is open for review to the competing proposers only (except for information properly identified as being proprietary). After the award of the contract, all submitted proposals become public information except for properly identified proprietary information. If a proposer wishes individual pages, which contain actual business, proprietary information to be held confidential, each page must be marked and an explanation furnished of its proprietary nature. In addition to marking individual pages, the Proposer's Cover must also be annotated with the words "THIS PROPOSAL CONTAINS PROPRIETARY INFORMATION". "Confidential and Proprietary" information is not meant to include all information which, at the time of disclosure, is generally known by the public and/or



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competitors. MOA's ability to treat information submitted as confidential is limited by Anchorage Municipal Code. Proposers concerned with the confidentiality of information should familiarize themselves with the following Anchorage Municipal Code provisions:

- AMC 3.90 Access to Public Records
- AMC 3.90.010 Policy
- AMC 3.90.020 Definitions
- AMC 3.90.030 Information Available to the Public
- AMC 3.90.040 Exemptions for Particular Records

Section 3- Scope of Work

Project Location and Description

The project is located at the eastern portion of Port of Alaska's Tract J, immediately to the west of the Atlas Tower. The land is a plateau between hilly areas and the engineer will use judgement in establishing setbacks from sloping areas.

POA desires to change this plateau into a regional energy facility by designing and building a BESS upon it. The primary use of the BESS will be to support routine Port Operations, specially by 'peak-shaving' the cyclical energy use of large cranes planned for the Port of Alaska Modernization Project (PAMP).

Other uses will be to support a planned 'micro-grid' facility, to provide voltage support through reactive power to the interconnected Railbelt electrical system ('Railbelt'), and to reduce the amount of fuel needed to be consumed to provide spinning reserve for the Railbelt.

The stated size of the initial phase of the project is 4.5 MW / 9.0 MWh but the site can support approximately 100MWh of capacity, and the POA would consider favorably project approaches that would yield a scalable 'shovel-ready' design to fully build-out the system.

A BESS facility was recently constructed on Electron Drive in Anchorage which may be of interest to Proposers. This facility consists of a proprietary battery/inverter design ('Megapacks'), Field Network Enclosures which contain Protection and Control circuitry, and transformers to step up inverter output to Distribution voltage. A rough model of this facility is included as 'Appendix A'.

POA's goal is to identify a Contractor capable of delivering a 'turnkey' energy facility to include the management of all procurement activities. The project will be federally funded and subject to 'Buy-American, Build-American' procurement rules. Other than the land, the Owner will provide no materials.

Although none are known, it will be the Consultant's responsibility to identify and accommodate any ancillary services that are needed including fire protection, sanitation, workforce accommodations, etc.



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Interconnection and Commissioning

POA anticipates that the point of interconnection will be to the Chugach Electric Association's ('CEA's') 34.5kV line on Bluff Drive, noting that a preferred point of interconnection may be identified during site design. Approximately 500ft of 34.5kV subtransmission line can be expected to be needed to connect the BESS to the local EPS. Contractor will be the primary point of contact for negotiations and coordination with CEA, with POA in a supporting role.

Full compliance with the commissioning aspects of POAE Policy 25-01 will be enforced.

Site Characteristics

Multiple soil borings have been made in the vicinity of the site. Owner recognizes that earthquake damage is a project risk. It is noted that the proposed site fared well during past earthquakes and the Owner considers the earthquake risk to be acceptable. Soil borings and the associated Geotechnical Report are attached as Attachment E.

Environmental contaminants are common throughout the Port from legacy petroleum and other chemical operations. Designer needs to be aware of this complication and be prepared to coordinate with Alaska Department of Environmental Conservation (ADEC) to manage environmental aspects of the work.

Pre-Construction Tasks

All costs associated with the Pre-Construction tasks are incidental to the contract unless stated otherwise.

1. **Project Schedule:** The Contractor shall include in the technical proposal a preliminary schedule that provides the timeline through design, procurement, permitting, and construction. Upon execution of the contract, the Contractor shall provide a revised time-scaled bar chart Project Schedule through construction and commissioning.
2. **Data Gathering:** The Contractor shall review the information provided by Owner for the purpose of completing the required design, construction, and commissioning. If the Contractor determines that additional technical data is required to complete the work, it shall be at the Contractor's own expense.
3. **Additional Site Improvement or Geotechnical Analysis:** If additional subsurface exploration and/or site preparation is deemed necessary, the Contractor shall include the extent of this work in the technical proposal and bid proposal. Development, approval, and compliance to the Contractor's ADEC approved contaminated soil and groundwater plan shall be paid per Bid Items A-4 through A-7 of the Bid Proposal. See Construction Services Manual (CSM) Section 00 72 13.05 Articles 5.36 and 13.07 Article 7.2 for more information.
4. **Schedule of Values:** A schedule of values shall be provided for development of 35%, 65%, 95%, and IFC drawing package submittals. This schedule of values will detail the relationship of the timing of partial payments for the Work completed for the lump sum bid item. At a minimum, the schedule of values will address the major design items in a manner acceptable to the Owner.
5. **Pre-Final Drawings and Specifications:** The Contractor shall prepare and submit 65% and 95% Drawings and Specifications based on 35% drawings, incorporating any modifications requested



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by the Owner during initial project scoping. The design package shall include a preliminary submittal list, and associated shop drawings and product data. The Owner will distribute the Drawings and Specifications to stakeholders and other agencies as required. These deliverables may be submitted electronically as PDFs. The Owner will compile and deliver to the Contractor all review comments. After each submittal, the Contractor shall prepare and submit to the Owner a written response to all comments and be prepared to participate in a design review meeting.

6. **Permits for Construction:** Included in the 65% design package, the Contractor shall prepare a permit acquisition plan identifying all local, state, and federal permits, and/or waivers necessary to allow construction activities. Upon approval of the Permit Acquisition Plan, the Contractor may proceed with applying for all permits and environmental approvals. All fees associated with applying for and obtaining permits are the responsibility of the Contractor.
7. **Building Permit Pre-Application Meeting:** The Contractor shall schedule and participate in a meeting(s) with MOA Development Services during preliminary design to ensure all necessary approvals are obtained to obtain the permit required to begin construction. It is noted that some pre-scoping has been completed and is attached as Attachment J.
8. **Final Drawings and Specifications:** If the Contractor's 65% design submittal is of a level of completeness that requires minimal changes, clarifications and/or approvals necessary to obtain all permits for construction, the Owner may elect to omit the 95% submittal and request the Contractor submit Final Drawings and Specifications. The final set of construction Drawings and Specifications must be signed and sealed by Engineers registered in the State of Alaska.
9. **Building Permit Application:** The Contractor shall submit the sealed Drawings to MOA Development Services to receive all requisite approvals. Costs associated with any work necessary to modify the Drawings and/or Specifications to obtain approvals are the responsibility of the Contractor.
10. **Changes in Final Drawings:** Design changes proposed after approval that, in the sole judgement of the Owner, are significant in scope and effect, and which require or imply modifications to standards, shall require a submission with explanation of changes. These changes may be rejected by Owner at its sole discretion.
11. **Design Meetings:** The Contractor shall conduct biweekly progress status meetings to inform Owner of design and associated permitting task progress and describe reasons for any delays in the project schedule.

Construction Tasks

Construction shall commence upon approval of all permits required to proceed with the Work, and a Notice to Proceed from the Owner. Construction activities may begin after all preconstruction documentation has been submitted and accepted by the Owner.

The Contractor shall provide, through itself or Subcontractors, the necessary labor, materials, equipment, supervision, administration, and other facilities as required to successfully complete the Works as described in this RFP.

1. **Schedule of Values:** A schedule of values shall be provided for lump sum items in the Construction Services Bid Proposal. This schedule of values will detail the relationship between the timing of partial payments for the Work completed for the lump sum bid item. At a



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minimum, the schedule of values will address major construction items in a manner acceptable to the Owner. See MASSB and the Supplementary Conditions provided in the CSM.

2. Construction Progress schedule and Critical Path Method: Prior to the start of construction, the Contractor shall develop and submit for approval a time-scaled Critical Path Method (CPM) schedule for all work required through Project Closeout. Any time the Contractor determines that the Critical Path is altered by the sequence of scheduled activities, changes in the Work or other circumstances, and at such other times as the Owner's representative may require.
3. Submittal List: The Contractor shall prepare and submit to the Owner a list of all products, construction materials, and appurtenances required for the project prior to incorporating any material into the project. The Submittal list shall include all certifications, calculations, plans, material information, product data, shop drawings, and any other information specifically required to perform the Work.
4. Construction: The Contractor shall build the project as stipulated in the Final Drawings and Specifications. Owner's acceptance of the Design Drawings and Specifications is based upon the Owner's interpretation of the Design Engineer's intent. The plan approval process is intended to ensure that the Drawings were design to meet or exceed the Owner's intended uses as discussed in this RFP. The Owners is not liable for any Errors or Omissions.
5. Construction Progress Meetings: The Contractor shall participate in progress meetings. It is anticipated that these meetings will be held weekly. During these progress meetings the parties shall go over the key construction activities and field installation to ensure adherence to the accepted Work Plan and that the overall quality and intent of the design is being met. The Owner may request additional meetings as the job progresses.
6. Construction Administration: Maintaining Quality Control throughout the duration of the project is the responsibility of the Contractor. The Contractor shall prepare and submit Work Plan with the CPM for approval by the Owner that describes the process for execution of construction activities including: planned work days and hours, phasing for procurement of materials, phasing of construction, coordination with utilities for extension and connections, coordination for Municipal and special inspections, adherence to permits, minimizing disruption to POA users, visitors, and adjacent residential properties, and all other tasks required to complete the Work.
7. Post-Construction Survey: A survey of the site shall be performed after construction is completed. The Contractor shall submit an as-built of the final grading plan with sufficient information to ensure the site was constructed as permitted.

Project Timeline: Interested Contractors are requested to carefully consider their workload and capability of completing this project within the time constraints POA finds itself bound by. Aggressive timelines in identifying and securing the ordering of long lead time components is critical to the success of this project. This is a specific criterion for proposal assessment.

The desired date to identify the long lead time components is within one month of contract award.

The desired date to have the identified components on order with estimated ship dates is within two months of contract award.

It is anticipated that long lead items will take 24 months to arrive. The goal is to have site design and civil improvements in place to support the placement upon arrival of the long lead items.



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The desired timeline to have the BESS be in use and useful is within 6 months of the arrival of the final long lead item.

Non-Disclosure agreement: This project involves the use of Sensitive Security Information (SSI), subject to the protection requirements of the US Coast Guard. As a condition of submitting a proposal, the respondents agree to execute non-disclosure agreements and be subject to federal penalties should the security rules of SSI be violated.

Section 4- Proposal and Submission Requirements

To achieve a uniform review process and obtain the maximum degree of comparability, it is required that the proposals be organized in the manner specified below. Proposals shall not exceed twelve (12) pages in length (excluding letter of transmittal, resumes, title pages, index/table of contents, required attachments, or dividers). One page shall be interpreted as one side of a single-spaced, letter size (8.5x11") sheet. Excess pages will be removed prior to evaluation, which could result in incomplete responses and lower scores.

4.1 Title Page: Include the RFP number and subject, the name of your firm, address, telephone number, name of contact person, contact information, and date.

4.2 Table of Contents: List the proposal's sections with page numbers. Include the RFP Evaluation Criteria.

4.3 Letter of Transmittal (limited to (2) two pages)

- Briefly state your firm's understanding of the services to be performed and make a positive commitment to providing the services as specified.
- List your company's contact for this RFP along with their phone number and email address on the proposal cover page.
- Provide the name(s) of the person(s) who are authorized to make representations for your firm, their titles, address, email, and telephone numbers.
- **The letter of transmittal must be signed by a corporate officer or other individual who has the authority to bind the firm.**

4.4 Bid Bond see Attachment B – Bid Documents.

4.5 Evaluation Criteria

4.5.1 Project Methodology and Approach

- a. Confirm the Scope of Work provided in Section 3 will meet the goals and objectives of the BESS project. If potential concerns are identified, explain how those concerns will affect the goals and objectives of the project and present potential strategies that may benefit the project scope and schedule.
- b. Provide detailed information on the firm's methodology in meeting the scope of work requirements. Address the Contractor's strategy for value engineering to minimize cost.



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- c. Provide a proposed project schedule outlining major milestones to be accomplished from preliminary design through construction meeting the timeline outlined in Section 3.
- d. Describe overall approach to include construction techniques, equipment and any special considerations which may be envisioned to reduce costs and minimize disruption to the POA and its stakeholders. List and discuss the Contractor's deviations, if any, from the RFP requirements and/or conceptual plans including any discrepancies.
- e. This RFP was put together with the goal of delivering a 'turnkey' project. It is recognized that Municipal agents may add value to the process. If there are tasks that respondents feel would best be performed by Municipal agents, please identify them. Feedback on the best practices toward the goal of a successful project is welcomed.

4.5.2 Project Team and Experience.

Present the proposed project team, include only technical staff who will be actively participating in the project. Resumes should be included in an appendix for the Project Manager, Key Staff, and any Subcontractors.

- a. Project Manager: Provide detailed information on the specific qualification and experience as it relates to the required services. Include project reference contact name(s) and telephone number(s).
- b. Key Project Staff and Subcontractors: Identify key project staff, subconsultants / subcontractors expected to provide services on behalf of the firm. Detail their specific qualifications and experience as it pertains to the required services. Include project reference contact names(s) and telephone number(s).
- c. Describe projects the team members have worked on that are like the size and scope of this project. Provide the contract amount, describe the successes of the project, and the year of completion. Describe how the experience will assist the team to perform under this contract. Provide references for each project including contact names and phone numbers. Referenced projects can be the same as those requested above for individual team members.
- d. Organizational Chart: Provide an organizational chart of the project team.
- e. Project Manager: Provide detailed information on the specific qualification and experience as it relates to the required services. Include project reference contact name(s) and telephone number(s).
- f. Key Project Staff and Subcontractors: Identify key project staff, subconsultants / subcontractors expected to provide services on behalf of the firm. Detail their specific qualifications and experience as it pertains to the required services. Include project reference contact names(s) and telephone number(s).
- g. Describe projects the team members have worked on that are like the size and scope of this project. Provide the contract amount, describe the successes of the project, and the year of completion. Describe how the experience will assist the team to perform under this contract. Provide references for each project including contact names and phone numbers. Referenced projects can be the same as those requested above for individual team members.
- h. Organizational Chart: Provide an organizational chart of the project team.



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4.5.3 Conceptual Design.

Provide schematic documents presenting the proposed design for all work described in this RFP. Drawings shall include, at a minimum-

- a. Conceptual site plan
- b. Conceptual one-line diagram of the BESS and interconnection

4.5.4 4. Schedule/Plan for Long Lead Items.

Demonstrate a familiarity of long lead time items, and a plan to get them ordered and to the job site in a timely manner.

4.5.5 Cost

This RFP is formatted assuming what is considered a reasonable allocation of professional hours as detailed in Attachment I Bid Proposal. It asks for hourly rates based on these tasks and time allocations. Responders are to provide hourly rates for the various taskings. It is understood that contingencies may arise that change (either upward or downward) the time required to execute the different tasks. Contractor is to immediately inform POA when additional resources are anticipated to be needed to complete the taskings.

This includes a review of the estimated hours and identification of any tasks deemed to have insufficient assigned hours at the time of Proposal ('exceptions').

Attachment I Bid Proposal with the proposed hourly rates and exceptions shall be submitted under separate cover.

Section 5.0 Evaluation Criteria and Process

Evaluation Criteria Weighting

The criteria to consider during evaluations, and the associated point values, are as follows:

- | | |
|--|------------------|
| 1. Project Methodology and Approach | 15 Points |
| 2. Project Team and Experience | 20 Points |
| 3. Conceptual Design | 15 Points |
| 4. Schedule/Plan for Long Lead Items* | 25 Points |
| 5. Cost | 25 Points |

* Project is on a tight grant timeline and goals have been established to seek to comply with progress expectations. Specific goals are to order long lead items by 30SEP25 and be commissioned, in use, and useful by 31MAR27, referencing Policy 25-01 to define that end-state. If these goals are determined to not be achievable, it is critical to identify before the Port commits to large capital purchases. Some timeline flexibility may be available, but only with full transparency with the Grant Authorities.



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Qualitative Evaluation Criteria: Firms will be ranked using the following qualitative rating factors for each RFP criterion:

1.0	Outstanding
0.8	Excellent
0.6	Good
0.4	Fair
0.2	Poor
0	Unsatisfactory

The rating factor for each criterion will be multiplied against the points available to determine the total points for that category.

EXAMPLE: If an evaluator decides that the response provided for a criterion that has a maximum of 20 points was 'good', they will assign a 'quantitative rating factor' of 0.6 to that criterion. The qualitative rating factor is then multiplied by the maximum points available (20) for a resultant 12 points.

5.2 Quantitative Evaluation Criterion

The award of the 'cost' points will be determined by the calculation shown below. The lowest cost proposal will receive the maximum number of points awarded for the 'cost' criteria:

$(\text{Lowest Cost Proposal} \times \text{Max \# Points per Category}) / \text{Cost of Proposal Being Scored}$

Example:

Contractor A = \$1000 (low)

Contractor B = \$2000

Max Points = 35

...

Contractor A: $(\$1000 \times 35 \text{ Points}) / \$1000 = 35 \text{ Points}$

Contractor B: $(\$1000 \times 35 \text{ Points}) / \$2000 = 17.5 \text{ Points}$

5.3 Evaluation Process

A committee of individuals representing the Municipality of Anchorage will perform an evaluation of the proposal(s). The committee will score the proposal(s) as submitted. The Municipality of Anchorage reserves the right to award a contract solely on the written proposal.

The Municipality also reserves the right to request oral interviews with the highest ranked firms (short list). The purpose of the interviews with the highest ranked firms is to allow expansion on the written responses. If interviews are conducted, a maximum of two (2) firms will be short-listed. A second score sheet will be used to score those firms interviewed. The same categories and point ranges will be used during the second evaluation as for the first. The highest ranked Contractor after the second scoring, if performed, may be invited to enter final negotiations with the Municipality for the purposes of contract award.



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Section 6- Selection Process

The Contractor with the highest total evaluation points may be invited to enter contract negotiations with the Municipality. If an agreement cannot be reached, the second highest Contractor may be contacted for negotiations. This process may continue until successful negotiations are achieved. However, the Municipality reserves the right to terminate negotiations with any Contractor should it be in the Municipality's best interest. The Municipality reserves the right to reject all proposals received.

Section 7- Sample Contract

All Contractors must carefully read and review ATTACHMENT A – Sample Contract. The final contract with the Municipality will be substantially like it.

If a contractor wishes to make changes to the Sample Contract, the proposed changes must be submitted with the proposal. All desired changes must be submitted in a separate document, and must be clear, legible, and conspicuous. The Contractor must also provide the rationale for all proposed changes. No changes will be considered until after the highest scored proposal(s) has been determined.

IF NO CHANGES ARE SUBMITTED WITH THE PROPOSAL, IT IS UNDERSTOOD THAT THE TERMS AND CONDITIONS OF THE SAMPLE CONTRACT HAVE BEEN ACCEPTED.

Section 8- Attachments

Attachment A	Sample Contract
Attachment B	Bid Documents
Attachment C	State of Alaska Minimum Rate of Pay
Attachment D	Site Concept Layout
Attachment E	Geotechnical and Environmental Data
Attachment F	Reference Drawings
Attachment G	Chugach Technical Specifications
Attachment H	Port of Alaska Engineering Policy 25-01
Attachment I	Bid Proposal
Attachment J	Permitting Memo
Attachment K	MASS B