



RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM

REQUEST FOR INFORMATION (RFI) RCUOG RFI No. 17-01

The Research Corporation of the University of Guam is soliciting information from interested vendors for:

VESSEL TO SUPPORT FOREST INVENTORY IN THE REPUBLIC OF THE MARSHALL ISLANDS, 2018

Download a copy from the RCUOG website at www.uog.edu/rcuog. You can request a PDF file of the RFI package at cmoore@triton.uog.edu

Deadline for Submission of RFI is on Wednesday, May 31, 2017 at 4:00pm, Chamorro Standard Time. Mailed submissions must be received by this date. Electronic submissions are preferred.

Hand deliver to:
RCUOG
Health Science Building,
Room #138
University of Guam Campus
Tel: (671) 735-0250

Mail to:
RCUOG
303 University Dr.
Mangilao, GU 96923

Or Email to:
cmoore@triton.uog.edu

For any questions or further information about this project prior to proposal submission please contact Cathleen Moore at cmoore@triton.uog.edu or (671) 735-0250.

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AUTHORIZED FOR ANNOUNCEMENT

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Cathleen Moore-Linn
Interim Executive Director, RCUOG

Vessel to Support Forest Inventory in the Republic of the Marshall Islands, 2018 Request for Information

OVERVIEW

The Research Corporation of the University of Guam (RCUOG) is seeking responses from vendors interested in providing a vessel to support a forest inventory project in the Republic of the Marshall Islands (RMI) in 2018. The vessel shall provide accommodations for a forestry crew of 6 and transportation to remote research plot locations spread across 12 atolls over the course of a 50-60 day period. The project will require daily movement of the support vessel and shore access via tender. For further information, please see the project description below. Please contact Cathleen Moore at RCUOG with any questions prior to submission of a response to this RFI.

PROCESS

PHASE 1: The University will review responses to this request for information (“RFI”).

PHASE 2: RCUOG will then request quotes and/or further information from respondents who submitted the items requested in the Technical Proposal below on or before the deadline of 4PM May 31, 2017, Chamorro Standard Time.

RESPONSE REQUIREMENTS:

- Letter of Interest including name, address, phone number and email address of primary contact(s).
- Technical Proposal – see second half of this document for specific items to be included in proposal. All items listed in the technical proposal must be included for an offeror to be included in the pre-qualified pool, which is preliminary to vendor selection.



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PROJECT DESCRIPTION

A. General

The contractor shall provide a vessel appropriate for the use by a six (6) person field crew during a 50 - 60 day survey in the Republic of the Marshall Islands. (The safety inspection form has to be filled out prior to the first use of the boat by a Research Corporation of the University of Guam (RCUOG) designated inspector. Discrepancies in contract requirements that cannot be fixed before the start date may be cause for termination of the contract.) The requested dates for this charter are January-March 2018. Specific project dates will be finalized no later than 60 days before the start of the contract. The work for this charter consists of supporting field operations for a forestry field crew. The charter boat shall serve as a support and transport vessel, providing room and board for the crew as well as transportation to research plot locations on remote atolls in the Marshall Islands.

B. Location

The charter operation will take place in the Republic of the Marshall Islands. The charter will depart and return to the port at Majuro, Republic of the Marshall Islands (RMI). It is anticipated that the charter will operate in, but is not limited to, the Marshall Island Atolls of: Maloelap, Likiep, Wotje, Rongelap, Kwajalein, Ailinglapalap, Jaluit, Mili, Arno, Aur, and Ailuk. Operation locations may change related to weather and local conditions. The total estimated cruising distance over the course of the project is at least 1100 nautical miles, not including transportation within individual atolls. See attached document for map of proposed project work locations.

C. Work Schedule

The charter shall depart Majuro, RMI on the mutually agreed upon date and return to Majuro upon completion of the contract work. Total number of days for the charter will be dependent on weather, plot access, and the pace of work. Each day of field work the crew will attempt to access 2 forest inventory plots via the support vessel or its tender; these locations may be spread ~5-20 miles apart. Daily work periods will be dictated by local weather and tides but will generally involve 2 separate crew drop-offs in the morning and pick-ups in the afternoon/evening. Work may not be able to be performed under adverse weather conditions. The vessel will be required to move between study sites every 1-2 days, including frequent open ocean passages of 40-100 miles. Boat crew will typically be required to work 7 days a week and make frequent nighttime passages. Short daily movements and transport of crews to shore via tender will also be required. The captain of the vessel will work with the project coordinator to coordinate movements of the vessel and its' tender in a mutually agreed upon fashion based on safety and logistical considerations. The vessel must be capable of spending at least fifteen (15) days at sea without making port call and it must be capable of carrying enough food and water

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to support at least six (6) field personnel in addition to its' crew. Competitive preference may be given to vessels with greater fuel/food/water storage capacity and a minimum of port calls will be made over the course of the project.

D. Technical Specifications

1. Administrative Requirements

a. Charter vessel operators shall carry insurance that is customary and reasonable for the duration and area of operation of the charter to indemnify and save harmless RCUOG in case of any damage or loss occurring either directly or indirectly as a result of the charter except to the extent there is negligence on the part of the charter clients. Charter vessel owners shall provide an Insurance Certificate prior to notice to proceed. Vessel operators shall carry Protection and Indemnity (P&I) insurance that covers the vessel crew and all authorized passengers. Specific coverage amounts and related issues shall be addressed in all charter contracts.

b. Fuel, lube oil, lubricants, hydraulic oil, solvents, and all other consumables needed for operation of the charter vessel shall be provided by the contractor, this cost will be included as part of the proposed daily rate. All handling of these items will be conducted by contractor personnel. An adequate spill response kit will be required in accordance with maritime regulations and best practices.

2. Hull, Mechanical, and Electrical Requirements

a. General: The vessel shall be maintained in a seaworthy condition, as determined by a designated inspector. Vessel shall pass inspection by the RMI Ministry of Transportation and Communications prior to the start of the contract period. This inspection must be scheduled by the contractor, with 30 days' notice to the government of RMI. All costs related to vessel inspections will be borne by the contractor. Any vessel chartered under this contract shall comply with all relevant national and international maritime regulations and certifications, including SOLAS, MARPOL, and STCW.

b. Means of escape: There shall be two identified escape routes from all general areas. At least one of these two means shall be independent of watertight hatches and doors, except for quick acting watertight hatches and doors giving final access to weather decks.

c. Fire protection: The vessel shall have in place fully functional and adequately maintained fire protection systems and equipment, such as portable and semi-portable fire extinguishers, fire pumps, fire mains, fixed gas extinguishing systems, and fire detection and alarm systems.



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d. Flooding control: The vessel shall have in place fully functional bilge piping systems, pumps, and alarms adequate for a vessel of its size. A competitive preference may be given to vessels that have at least two means of dewatering the vessel's watertight compartments.

e. Lifesaving equipment: As a minimum, the vessel shall be outfitted with the following lifesaving equipment:

1. Survival craft of aggregate capacity to accommodate at least 100% of the number of persons permitted to be aboard. Survival craft must meet USCG, SOLAS or equivalent regulations based on vessel size, type, construction, and area of operation. Survival craft shall be outfitted with SOLAS A pack for ocean service. A competitive advantage may be given to survival craft stowed so as to float free and inflatable survival craft that automatically inflate in the event the vessel sinks. Each survival craft and stowage arrangement shall meet USCG or SOLAS maintenance, servicing, and certification. The expiration date of survival craft inspection and certification shall not be exceeded during the charter period.
2. At least one Type I personal floatation device (PFD) for every person on board. The PFDs shall be of proper size and fit, shall be stowed in locations accessible to working and berthing areas, and shall be maintained in good working order and condition.
3. At least one Category 1, 406 MHz, emergency position indicating radio beacon (EPIRB). EPIRBs shall be currently registered per the Search and Rescue Satellite (SARSAT) program and shall be tested in accordance with manufacturer's recommendations. EPIRBs that fail testing shall be serviced and repaired or replaced. The expiration date of EPIRB battery and hydro test date shall not be exceeded. Competitive preference may be given to vessels with EPIRB devices that are designed to automatically activate and release from the vessel in the event the vessel sinks.
4. Distress signaling devices. Vessel shall carry appropriate signaling devices including parachute flares, handheld flares, and smoke signal flares, in accordance with SOLAS and other applicable international requirements. All signaling devices shall be USCG or SOLAS approved. Distress signaling devices shall be serviceable and properly stowed and marked.

f. Navigation: The vessel shall meet USCG or SOLAS requirements and international navigational rules with respect to navigational safety including navigation lights and navigation signaling devices. Any vessel chartered under this contract shall be outfitted with a fixed magnetic compass, a RADAR unit, a fathometer/depth sounder, an electronic chart/tracking system, and a GPS system.

g. Communications: The vessel shall have at least one VHF radio, and one SSB radio,. A single radio transceiver meeting frequency requirements of the VHF and SSB radios may be acceptable in lieu of two separate radios. A separate, handheld VHF radio must be provided and utilized in all tender operations. Competitive preference may be given to



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vessels with satellite phone, internet and AIS or GPS tracking capabilities, but this is not a requirement of the contract.

h. Emergency Power: The vessel shall have an emergency source of electrical power, independent of the main source of electrical power, to provide power to emergency loads. As a minimum, vessels shall have a means to provide emergency power to the following equipment: emergency lighting, navigation equipment, navigation lights, general alarm systems (where fitted), and emergency communication systems and equipment. The emergency source of electrical power shall be capable of supplying connected emergency loads continuously for at least three hours. Batteries of sufficient size and capacity may serve as an adequate source of emergency power.

i. Shore travel: The vessel shall provide the use of one outboard motor-powered tender capable of carrying three (3) field personnel plus gear plus an operator for survey activities. The tender should be able to get “on-step” with this load. The tender shall be equipped with an anchor, oars, and a pole for use in shallow water or in the event of engine failure. A handheld VHF radio shall be provided for the tender operator and kept on in the tender whenever the tender is in use. The charter vessel shall also be able to carry enough additional gas for the tender to allow for an average of one hour of tender operation per day of the charter. The vessel shall have easy access to and from tenders tied alongside.

3. Operational Requirements

a. Vessel staffing: The vessel shall be sufficiently staffed to safely and efficiently navigate, operate, perform engineering duties, maintain the vessel, provide food and hotel services, and provide mission-related deck operations and assistance as described in the charter vessel statement of work. At least one member of the vessel crew will be required to be working or on call 24 hours a day for the purposes of monitoring the radio (while crews are in the field) or standing navigational watch. As a minimum, a two-watch system shall be in place for navigational watches. A navigational watch shall be maintained at all times while the vessel is at sea. Duty hours for ship crew members shall be in accordance with the Maritime Labour Convention. The maximum hours on duty shall not exceed 14 in any given 24 hour period. A minimum of 10 hours of rest shall be provided in any 24 hour period, divided up into no more than 2 rest periods, one of which must be at least 6 hours. The contracted vessel must be adequately staffed to meet these requirements. Exceptions to these requirements are permitted in case of emergencies related to saving the vessel, and those on board, or saving life at sea. In addition, work hour requirements may be adjusted under non-routine circumstances if deemed necessary and agreed upon by the captain and project coordinator.



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b. Crew qualifications: Vessel operators shall be licensed by the United States Coast Guard (USCG) or the equivalent agency in the vessel's country of origin, and shall have license endorsements to the appropriate level of vessel tonnage, area of operation, manner of propulsion, and number of personnel on board. The vessel's captain is required to have a minimum of five years' experience as a captain relevant to nature and complexity of the planned operation. All members of the crew in charge of a navigational watch shall have a minimum of three years' experience aboard vessels equivalent to the vessel being chartered. All persons standing a navigational watch shall be familiarized and trained by the captain regarding the operation and use of navigational equipment incidental to their duties aboard the vessel. A competitive preference may be given to those vessels with crewmembers having current training in vessel familiarization and basic safety including basic firefighting, first aid and CPR, and personal survival techniques. Competitive preference may also be given to vessels with captains and crew with experience working in RMI or other similar areas of the Pacific.

c. Safety briefing, emergency instructions, and drills: Prior to the beginning of a cruise, and when new personnel embark, an orientation shall be conducted for new passengers by the vessel's captain or the captain's designee in matters related to the vessel's safety, firefighting, and lifesaving equipment capabilities, assigned responsibilities, and emergency procedures. Vessels with posted muster lists, station bills, safety information, and written emergency procedures may receive competitive preference.

d. Nautical charts and publications: The vessel shall have both paper and electronic charts and all available *Notice to Mariners* or equivalent for all areas identified on project itinerary.

e. Equipment tests: In preparation for getting underway, the captain shall ensure that visual inspections and operational tests of onboard systems and equipment deemed to be critical to the safety of the vessel are conducted, such as steering gear, propulsion engines, navigational equipment, and emergency communication equipment. In addition, while underway, all vessels shall conduct periodic tests of critical safety equipment. Vessel equipment and systems shall be operational for the duration of the charter.

f. Shore party radio contact: The captain or designee shall observe or monitor personnel working in or from tenders from the vessel via VHF radio to facilitate shuttles to and from shore and to ensure their safety if an emergency pick up were needed. A designated member of the boat crew will need to be on call at all times for this purpose while forestry crews are in the field.



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g. Deck and wheelhouse access: The pilot house and deck shall be accessible to the field party. However, the Captain may limit the number of personnel in the pilot house or on deck at any time for operational or safety reasons.

4. General Health and Safety Requirements

a. Accommodations: The vessel shall be outfitted with accommodations for all charter clients at least equivalent to that which is minimally required for crew members and in keeping with good marine practice. As a minimum, an individual bunk and locker shall be provided for each charter client unless other mutually agreed upon arrangements are made prior to the start of the contract period. Sufficient space for limited office work and field gear storage will also be required. Sleeping quarters shall be properly ventilated and have adequate soundproofing to keep engine and generator noise at reasonable levels. Berthing spaces shall be clean and free of condensation, mold, dunnage, spare parts, and any items not appropriate to a sleeping area. All living and working spaces, including galleys, mess rooms, heads, showers, berthing spaces, passageways, lounges, recreation areas, store rooms, and office spaces, shall be free of pests and vermin and shall be maintained in a clean and sanitary condition for the duration of the charter.

b. Ship's services: The vessel shall have ship service electrical, potable water, and ventilation equipment of sufficient capacity to support all passengers on board and mission-related equipment and activities. All ship service systems, ship equipment, and vital systems, shall be operational and maintained in good working order for the duration of the charter.

c. Food quality and food preparation: All food storage provisions shall be maintained to ensure food is safely preserved. Food service preparation shall be conducted in a safe and sanitary manner. A minimum of three, nutritionally well-balanced meals per day will be provided (typically breakfast and dinner on the boat and a packed lunch for the field), and charter clients reserve the right to approve proposed meal plans prior to the start of the contract. The contractor shall accommodate special dietary needs to the extent possible. The project will require odd working hours and flexibility in meal times and provision of snack food throughout the day.

d. Potable water: The vessel shall have an adequate potable water supply for six (6) field crew personnel in addition to the vessel's crew. Water should be free of tastes, odors, and turbidity that would be objectionable to the majority of those on board. Fixed onboard watermaking equipment may receive competitive preference.

e. Illegal drugs and alcohol: The possession or use of illegal drugs, and the improper use of alcohol and legal drugs, is prohibited.



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f. Firearms: All firearms shall be kept under lock and key by the vessel's captain except for authorized use.

g. Safety and security: The captain of the vessel shall take all customary and reasonable precautions to ensure that no harm befalls the vessel and those on board while at sea and while in port.

h. Hazardous materials: Carriage of hazardous materials aboard vessel is only permitted when necessary for proper operation. Storage, handling, and use of hazardous materials shall be in accordance with all applicable laws and regulations.

5. Mechanical Breakdowns:

If mechanical breakdowns occur to the Charter vessel that cause rescheduling of the operational time table, the contractor shall deduct the operational costs (daily contract rate) for that period of time from the final invoice.

TECHNICAL PROPOSAL

All items listed in this section must be addressed in the technical proposal for an offeror to be included in the pre-qualified pool that will be preliminary to final vendor selection. Please contact Cathleen Moore at RCUOG if you have any questions about items required for the technical proposal.

A. Technical Approach

Provide an Operations Plan with a general project information narrative that specifically includes the following information. The technical approach should be in as much detail as the offeror considers necessary to fully explain the proposed technical approach or method. The technical proposal should reflect a clear understanding of the nature of the work being undertaken. More than one vessel may be submitted for consideration by a single vendor, but a separate technical proposal would need to be submitted for each vessel.

Each technical approach submitted by offeror should include:

A. Schematic drawings of the vessel

B. Photographs of the vessel and its tender, including berthing spaces, heads, office/mess room spaces, galley, wheelhouse, and field gear storage areas

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C. Descriptions of:

- (i) Vessel length, beam, draft, displacement, and hull material
- (ii) Vessel cruising speed, fuel capacity, and endurance (including number of days vessel can be at sea without a port call)
- (iii) Vessel propulsion system, highlighting any redundancies (e.g. sail with motor or twin engine/twin screw)
- (iv) Shore travel plan, including type of tender, size/capacity of tender, and size of motor
- (v) Communications equipment
- (vi) Navigation equipment and AIS or GPS tracking equipment, if present
- (vii) Emergency lifesaving equipment (including type and configuration of EPIRB)
- (viii) Flood control system
- (ix) Fire suppression system
- (x) Safety and emergency action plan
- (xi) Electrical generation and storage equipment
- (xii) Potable water making/storage/delivery systems and their capacities
- (xiii) Food service strategy for duration of voyage
- (xiv) Number and arrangement of berths and heads for crew and passengers
- (xv) Description of communal/office spaces available for passenger use
- (xvi) Copies of relevant national and international vessel certifications and documents including those required under SOLAS, MARPOL, STCW, and USCG (if applicable)
- (xvii) Type and quantity of insurance for vessel and its crew and passengers

*Any vessel chartered under this contract must pass inspection by the RMI Ministry of Transport and Communications and be in compliance with all RMI and international regulations governing vessels of this size and class.

B. Personnel Resumes

Each resume submitted shall be sufficiently detailed to demonstrate the person's qualifications that are anticipated to fill a **primary position**. If subcontracting is anticipated and includes essential positions, the offeror shall provide resumes for each subcontracted position.

1. **Resume Format**: The maximum length of each resume shall be three (3) pages. The information required to be provided shall include, at the minimum, the following:

- (i) Title of Position
- (ii) Name of Proposed Person
- (iii) Education, if required; otherwise optional
- (iv) Relevant Experience: Each resume shall set forth and provide the proposed person's relevant experience. Where experience has been derived during



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employment with more than one firm, the following information shall be provided as to each firm where applicable experience was acquired:

- (a) Name of company/Government agency, address, and supervisor's name and phone number;
- (b) Duration of Employment;
- (c) Level of Position held;
- (d) Description of relevant experience and responsibilities
- (e) Number of employees supervised, if applicable
- (v) Name and address of current employer, if any, and position
- (vi) References (if other than supervisors), including relationship to references

C. Relevant Past Performance

Offerors shall submit past performance information for their firm and any proposed major subcontractors performing more than 20% of the work. Performance information may be obtained from references provided. The list should include, but is not limited to, contracts and subcontracts similar in nature and complexity to that required by this solicitation. Include contracts with the U.S. Government, other governments, NGOs, Universities, and commercial customers. Offerors that are newly formed entities, without prior contracts as an entity, should list contracts and subcontracts completed by all **personnel deemed vital to successful performance**. Firms with no experience in the type of work described may show: similar type projects which demonstrate their ability to perform in a timely manner, experience, and past performance of their employees, or their work as a subcontractor.

Include the following information for each contract/subcontract:

- A) Project name
- B) Contract number (if applicable)
- C) Location
- D) Year of completion, or anticipated completion date if in progress
- E) Contract administrator's name, phone and facsimile numbers
- F) Your crew supervisors and any inspectors who worked on the project
- G) Project size and scope of work
- H) Quality of work performed
- I) Whether the contract was completed timely
- J) Accident record

Each offeror will be evaluated on their performance under existing and prior contracts of a similar nature. Performance information will be used as an evaluation factor against which offerors' relative rankings will be compared. There will be a focus on information that demonstrates quality of performance relative to the size and complexity of the procurement under consideration. References beyond those identified by the offeror may



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be contacted to obtain additional information for use in both the responsibility determination and in further evaluation of the offeror's past performance.

D Cost/Price:

Each offeror shall provide a price quote for the rendering of services as described in this document, based on a daily rate for services rendered. Payment will be made based on the number of actual work days incurred upon termination of the contract period, based on an established daily price rate. This rate should include all expenses expected to be incurred by the offeror in the performance of this contract including food, fuel, moorage fees, etc. The proposed price range for this contract is US \$1750-2500 per day; price negotiations may be possible depending on the vessel and services presented by the offeror. This contract will not be awarded on a cost only basis but rather based on an evaluation of the quality of services presented by the offeror (a "best value" determination).