DIVISIONS
ENERGY
GAS AND OIL
GEOLOGY AND MINERAL RESOURCES
MINED LAND RECLAMATION
MINERAL MINING
MINES
ADMINISTRATION

COMMONWEALTH OF VIRGINIA
Department of Mines, Minerals and Energy
Washington Building / 8th Floor
1100 Bank Street
Richmond, Virginia 23219-3638
(804) 692-3200 FAX (804) 692-3237
www.dmme.virginia.gov

Request for Proposals

Virginia Offshore Wind Port Readiness Evaluation

Specific Authority: These funds were authorized and appropriated by the Virginia General Assembly during their 2014 legislative session "for research and development to accelerate and assist private development of the Virginia Wind Energy Area and attendant industry."

Request Issued By: Virginia Department of Mines, Minerals and Energy (DMME)

Request Issued: **November 10, 2014**

Responses Due: Responses shall be received at the e-mail address identified below no later than 4:00 p.m. on **December 10, 2014**. Proposals received after 4:00 p.m. on that date will not be accepted. DMME reserves the right to reject any and all proposals, at any time, whenever such is in the best interest of the Commonwealth of Virginia.

Response Process: The Responder must submit as an email attachment **1 complete electronic copy** of the entire response to:
Al.Christopher@dmme.virginia.gov and **Ken.Jurman@dmme.virginia.gov**

General Questions: Please direct inquiries to:
Al Christopher, Director – Energy Division
VA Department of Mines, Minerals and Energy
804-692-3216
Al.Christopher@dmme.virginia.gov

Introduction and Background

As noted in the Renewables section of the 2014 Virginia Energy Plan (VEP), "Offshore wind has the potential to provide the largest, scalable renewable energy resource for Virginia."

As also noted in this section: "The Port of Hampton Roads offers highly suitable port, manufacturing, and project development sites to support offshore wind development, as well as wind turbine and supply chain manufacturing. Because of its central location in the mid-Atlantic, Virginia has the potential to play a major role in offshore wind development along the entire east coast."

Moreover, the VEP Recommendations section has as its first recommendation:

> **1. Accelerate the Development of Renewable Energy Sources in the Commonwealth to Ensure a Diverse Fuel Mix and Promote Long-Term Economic Health**
>
> And the VEP includes the following two sub-recommendations specific to offshore wind:
>
> *E. Strongly encourage and aggressively support the timely development of offshore wind in Virginia.*
>
> - The Administration is committed to the full and swift development of the current Virginia Wind Energy Area. Both the General Assembly and the Governor stressed that the planning and development of any and all offshore wind energy generating facilities is in the public interest of the citizens of the Commonwealth. DMME and DEQ should use their full authorities to facilitate the build out of the 113,000 acre Virginia Wind Energy Area. Furthermore, additional opportunities to gain federal permission to develop offshore wind beyond the Virginia Wind Energy Area should be pursued with vigor.
>
> *F. Establish Virginia as the ideal manufacturing, operational and supply chain hub for offshore wind development in the mid-Atlantic region and provide support and resources to accelerate development of Virginia's offshore wind resources.*
>
> - Assess the industry's needs for manufacturing, operational logistics, environmental and regulatory support; identify and address any gaps; and publicize the asset strengths and other unique advantages that differentiate the Commonwealth as the best location for a mid-Atlantic offshore wind hub. The Virginia Offshore Wind Development Authority should lead and accomplish this strategy by June 30, 2015.

Objectives of the RFP:

This Request for Proposal (RFP) implements a key aspect of the above VEP sub-recommendation F, and its primary objective is to evaluate the general readiness of Virginia's port terminals to host manufacturing and fabrication activities, as well as staging large numbers of wind turbines and towers, foundation sub-structures and piles, and subsea power cabling prior to offshore transport. A secondary objective is to develop on-shore site build-out scenarios for producing and staging various specific offshore wind components, namely wind turbines & towers, foundation substructures, submarine power cables, and offshore substation platforms.

The remainder of this RFP is divided into four sections:

- Description of Virginia port terminals
- Scope of work to be addressed in proposal
- Team qualifying requirements and eligibility
- Proposal requirements, selection process and merit review criteria

Figure 1. Map of Mid-Atlantic offshore wind energy areas between Cape Hatteras, NC and Cape Cod, MA, which represent a potential market of 18 to 30 gigawatts of potential installed turbine capacity, representing 3,000 to 6,000 turbines, depending on turbine spacing and project spacing, with one or two offshore substations per gigawatt.

Virginia Port Terminals and Available Waterfront Properties

Virginia has four port terminals with direct access to the open Atlantic Ocean via federally dredged channels over the tunnel crossings of the Hampton Roads Bridge Tunnel and the Chesapeake Bay Bridge Tunnel, which gives each terminal ocean access that is free of any overhead obstruction. Figure 2 maps the potential sea routes from these terminals to the two Wind Energy Areas that presumably would interconnect to the PJM regional transmission network in the service territories of Dominion Virginia Power and Dominion North Carolina Power. The known characteristics of these "primary" sites are listed in Table 1.

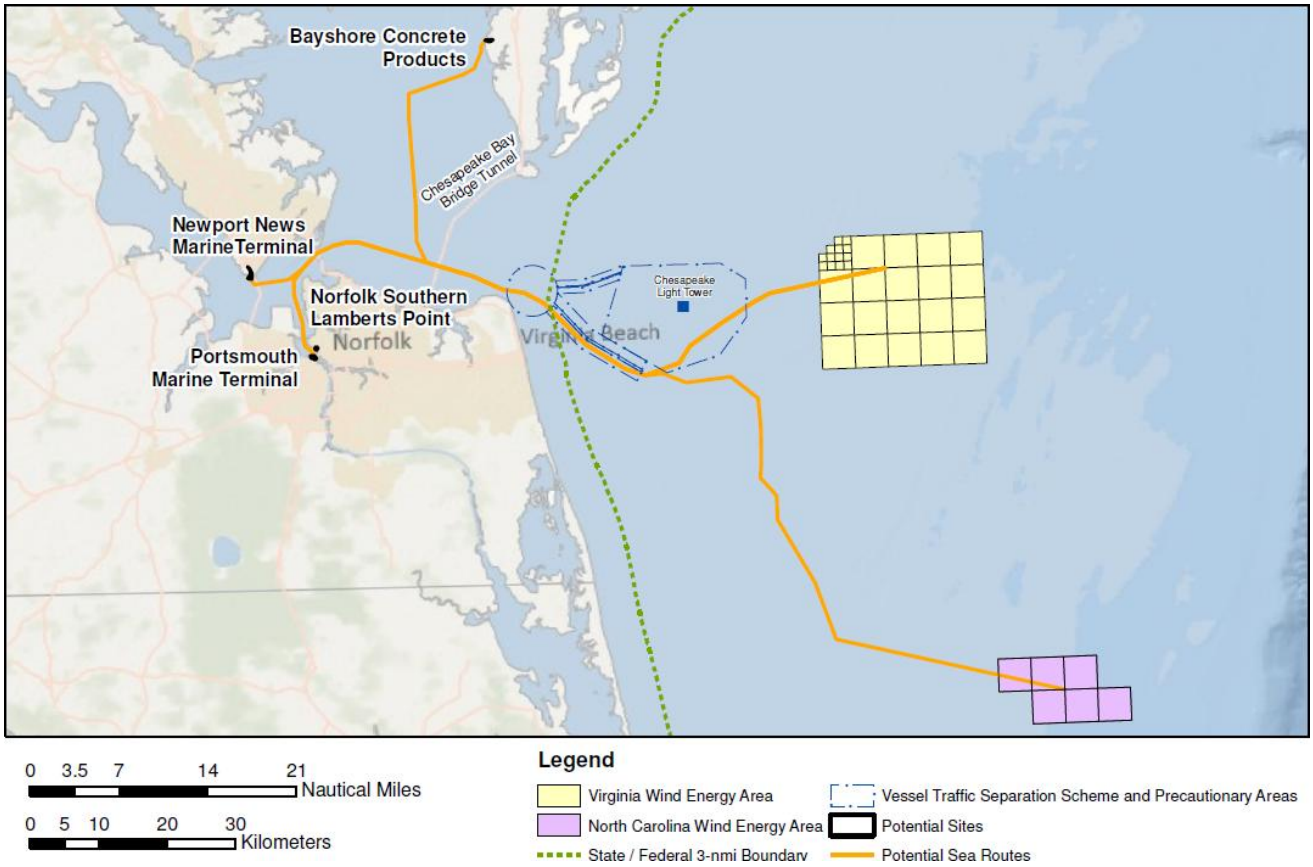


Figure 2. Map of four Virginia port terminals having unobstructed access to the Virginia offshore Wind Energy Area (WEA) and the Kitty Hawk WEA. Transport distances along each of these sea routes are estimated in Table 1, below.

Table 1. Known Characteristics of Primary Sites Having Unobstructed Ocean Access

	Sea Route Characteristics to Virginia Offshore Wind Energy Area[1]					
Site Name	Notes	Quay Length (ft)	Minimum Controlling Depth (ft)	Approximate Alongside Depth (ft)	Sea Route to VA Wind Energy Area (nautical miles)	Sea Route to NC Study Site (nautical miles)
Portsmouth Marine Terminal	25 to 30 acres may be available after 2017	4500 [2]	45	43	59.3	86.7
Newport News Marine Terminal	two loading piers which can be dredged to depth of 47 and 35 feet	1100 ; 970	55	33 - 35	56.5	83.9
Norfolk Southern Lamberts Point	channel is the deepest on the East Coast	700-1000 [2]	45	36	59.2	86.6
Bayshore Concrete Products	plans to dredge 4 feet in a 225-by-450-foot area within the harbor	250 [2]	35	18	62.6	90.0

	Site Characteristics[3]						
Site Name	Total Site Area (ac)	Largest Contiguous Parcel (ac)	Structure	Building Area (sf)	Build to Suit	Access to Rail	Address
Portsmouth Marine Terminal[4]	50 [5]	50 [5]	--	--	--	Y	737 Hampton Boulevard, Norfolk, VA
Newport News Marine Terminal	43	43	--	--	--	Y	1201 Terminal Avenue, Newport News, VA 23607
Norfolk Southern Lamberts Point[4]	25	25 [2]	--	--	--	Y	Redgate Avenue, Norfolk VA
Bayshore Concrete Products[4]	50	20 [2]	--	--	--	Y	1134 Bayshore Road, Cape Charles, VA 23310

Footnotes:

1. Sea Route Characteristics: GIS Analysis and Coastal Pilot 3 (www.nauticalcharts.noaa.gov/index.html)
   a. All sites barge-accessible, per Virginia Economic Development Partnership (VEDP) (www.yesvirginia.org ; questions call Michelle Mende at 804-545-5785)
   b. Sea Route and Minimum depths and clearances: NOAA and ArcGIS
   c. Quay Length and Obstruction Information: *Coast Pilot 3*
2. Preliminary review of entire property; further analysis needed to determine specific parcel data and availability
3. Site Characteristics: VEDP
4. Not listed on VEDP website, therefore information on wetlands, Phase I Environmental Assessments, and Brownfield status are unknown
5. This 50-acre parcel currently is leased to Skanska-Kiewit-Weeks Marine as a mobilization site for staging equipment and materials to build the new Elizabeth River Crossing

There also are five "secondary" waterfront sites that have river access to one or more of the primary sites along routes with bridge obstructions. Large components produced at these sites could be transported by barge to a primary site for final assembly and staging prior to offshore installation. These five sites are mapped in Figure 3, and site characteristics are listed in Table 2, along with clearance dimensions of controlling obstruction. Other site features (e.g. available utilities) are posted at http://virginiascan.yesvirginia.org/propertySearch.

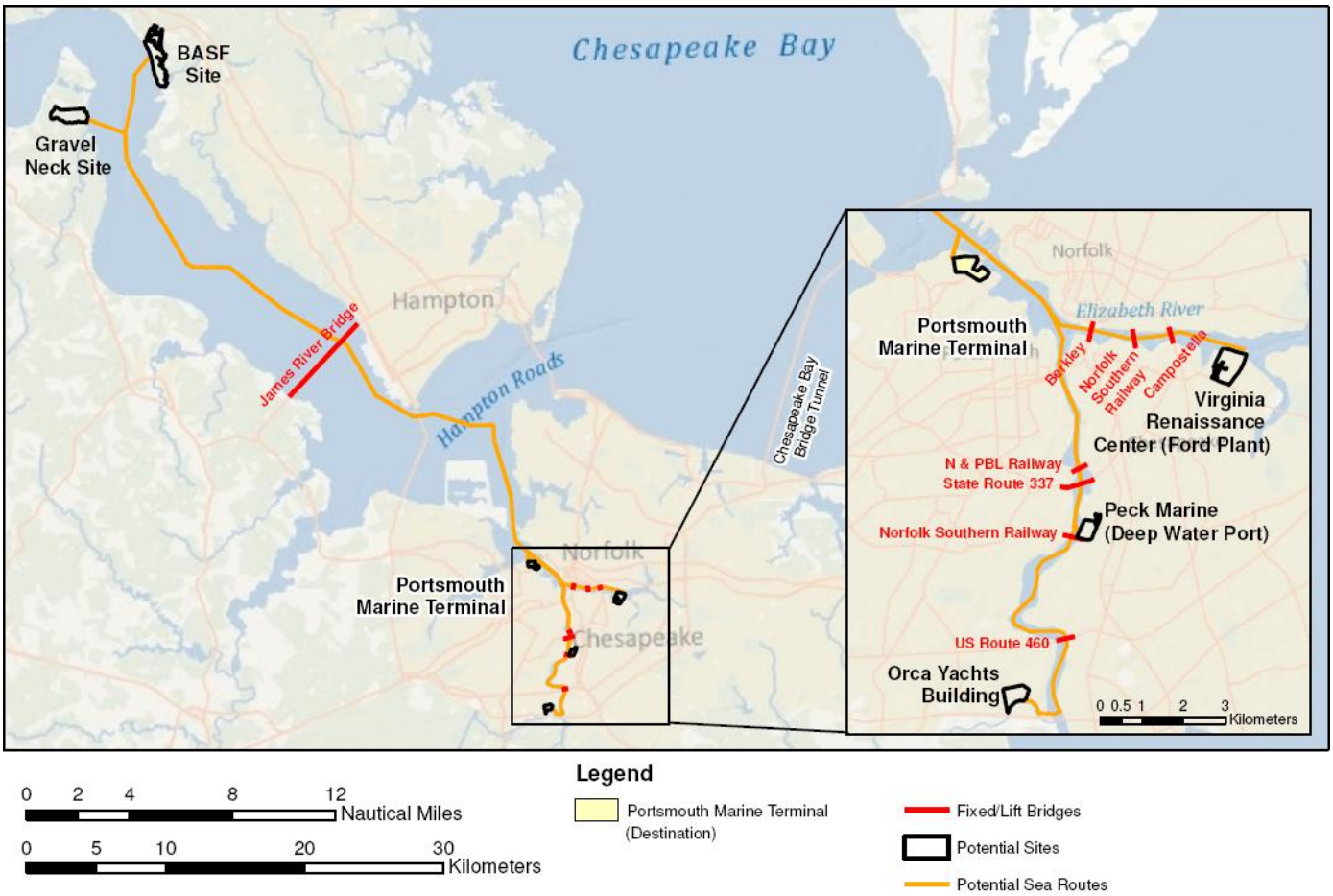


Figure 3. Map of five secondary waterfront properties with obstructed river access to the primary port terminals mapped in Figure 2. Waterborne transport distances **to the Portsmouth Marine Terminal (PMT)** *are estimated in Table 2, on the next page, and these can be used as a basis for estimating transport distances to other primary port terminals.*

In 2012, the U.S. Department of Energy (DOE) tasked GL Garrad Hassan (GLGH) to review the current capability of U.S. ports to support offshore wind project development and estimate the types and approximate magnitudes of investments required to make individual port facilities suitable to function as manufacturing, storage, and load-out hubs. The GLGH final report was published in March of 2014, and can be downloaded at http://energy.gov/sites/prod/files/2014/04/f14/wind_offshore_port_readiness.pdf. GLGH also created the on-line DOE Offshore Wind Port Readiness Tool at www.offshorewindportreadiness.com/Home.

Four Virginia ports were identified by the GLGH study and represented in the on-line tool, but information is provided about only two, which are identified as "VA, Virginia" and "VA, Norfolk." There are major gaps in the information provided for these two entries. There are two additional ports that GLGH identified but with no information at all ("VA, Newport News Marine Terminal" and "VA, Portsmouth"). Appendix A to this RFP contains Virginia screen captures from the DOE Offshore Wind Port Readiness Tool, and it makes clear that for this tool to truly represent Virginia's port facilities, the existing information requires a major update. That will be one of the tasks required in the proposed scope of work for this RFP.

Table 2. Known Characteristics of Secondary Virginia Waterfront Sites

	Sea Route Characteristics to Portsmouth Marine Terminal[1]								
Site Name	Notes	Waterway	Quay Length (ft)	Sea Route to Portsmouth Marine Terminal(n. mi.)	Minimum Controlling Depth (ft)	Approximate Alongside Depth (ft)	Minimum Vertical Clearance (ft)	Minimum Horizontal Clearance (ft)	Controlling Bridge
Peck Marine (Deep Water Port)	Barge docks on river - can accommodate vessels up to 600' long	Elizabeth River Channel	415	4.9	45	26 - 29	142	300	N & PBL Railroad Lift Bridge
Orca Yachts Building	Barge access to site with water depths from 7' to 14' Property has six cranes	Elizabeth River Channel	TBD[3]	8.7	35	11	135	125	U.S. Route 460 highway bridge (vertical) Norfolk Southern Railway Bridge (horizontal)
Gravel Neck Site	Depth 1-7ft outside of ship travel channel - nautical chart #12248	James River	1000	27.2	25	1 - 7	145	350	James River Bridge
BASF Site	Topography is level to gently rolling; 20% cleared	James River	TBD[3]	28.9	25	2 - 3	145	350	James River Bridge
Virginia Renaissance Center	Former Ford Plant with barge service	Eastern Branch of Elizabeth River	TBD[3]	4.6	17	9	65	140	Campostella Bridge

	Site Characteristics[2]								
Site Name	Total Site Area (ac)	Largest Contiguous Parcel (ac)	Building Area (sf)	Build to Suit	Access to Rail	Wetlands	Environmental Audit I	Brownfield	Address
Peck Marine (Deep Water Port)	35	20	--	--	Y	Y	Y	--	700 Rosemont Avenue, Chesapeake, VA 23324
Orca Yachts Building	41	41	143,000	--	Y	Y	Y	Y	1500 Steel St, Chesapeake, VA 23323
Gravel Neck Site	600	150	--	--	--	--	--	--	State Route 650, Surry, VA 23883
BASF Site	620	311	--	--	Y	--	--	--	8961 Pocahontas Trail, Williamsburg, VA 23185
Virginia Renaissance Center	109	50	--	--	Y	--	--	--	2424 Springfield Ave, Norfolk, VA 23532

Footnotes:

1. Sea Route Characteristics: GIS Analysis and Coastal Pilot 3 (http://www.nauticalcharts.noaa.gov/index.html)
   a. All sites barge-accessible, per Virginia Economic Development Partnership (VEDP) (www.yesvirginia.org ; questions call Michelle Mende at 804-545-5785)
   b. Sea Route and Minimum depths and clearances: NOAA and ArcGIS
   c. Quay Length and Obstruction Information: Coastal Pilot 3
2. Site Characteristics: VEDP
3. Though docks may be available for use, quay lengths are unknown

Required Scope of Work

All proposals must address each of the following required tasks under this RFP. Additional tasks may be included, but failure to include all of the six tasks listed below may result in a lower comparative ranking, or the proposal may be determined to be non-responsive and returned without merit review.

This scope focuses on the port facilities needed to attract industry investments in manufacturing, assembly, staging, load-out, and support of offshore transport and installation, which would create thousands of jobs. It is not intended to address operations and maintenance (O&M) support, which is anticipated to be the subject of a future DMME solicitation in FY2015, funds permitting. The more urgent need is for manufacturing, assembly, and staging sites, which will have a more prolonged permitting path, with greater needs for supporting infrastructure and feed-in supply chains, and these supply chain facilities must be certified and ready for production at least two years before the offshore O&M needs will materialize.

TASK 1: Quantitatively Assess and Compare Four Primary Port Terminals

At a minimum, proposer will evaluate the four terminals mapped in Figure 2 and listed in Table 1, using the same or equivalent quantitative and qualitative criteria used by GLGH in its port readiness assessment for DOE. The deliverable for this task must include a table of detailed port characteristics, such as shown in Appendix A, as well as a grey-red-green-yellow assessment indicating that no information could be obtained (grey) or capabilities and capacities present (green), not present (red), or present but in need of upgrade (yellow) . Note that the GLGH port readiness tool does not distinguish between a capability or capacity being absent and it being present but in need of upgrade, rating both of these possibilities as red.

When a capability or capacity is rated red or yellow, an estimate should be made of the investment needed to make a particular terminal compliant with offshore wind industry requirements. Investments needed to upgrade existing capabilities or provide missing capabilities should be quantified in terms of both money and time to accomplish, including all permits, as well as an estimate of construction job creation potential.

Tasks 2 through 5 entail the development of production and deployment scenarios for specific offshore wind subsystems, using the most cost-effective combination of primary and secondary sites for that particular subsystem. In addition to identifying buildings that need to be constructed or upgraded, each scenario should also identify upgrades needed for overland transportation infrastructure, based on road and/or rail capacity now serving the included sites, and any utility upgrades needed to electrical and/or natural gas distribution feeders to the included sites. Any dredging or waterfront construction needed to enable waterborne transport between included sites, as well as quayside loading and unloading, also should be identified.

The investments of time and money to prepare the primary site(s) included in each scenario can be simply brought forward from Task 1. Additional estimates of time and money investments needed to prepare the secondary site(s) must also be included, and the total of all investments -- primary site(s), secondary site(s), infrastructure(s)– should be estimated. Provide an estimate of the month-year when the entire scenario would be actualized, with all facilities operational and ready to produce.

For each scenario, job creation estimates should be made for all construction and upgrade activities associated with erecting or remodeling on-site buildings, furnishing and equipping those buildings, and upgrading their serving transportation and utility infrastructures, as needed.

Finally, each scenario should tally the number of direct jobs to be created at all sites included within the scenario when the production of that particular subsystem becomes operational. The educational level and skill requirements for these jobs also should be characterized. Such workforce training characterizations should be based on the most recent U.S. wind energy workforce roadmap (Reference 1), skills assessment (Reference 2), and career pathways (Reference 3), supplemented by information obtained directly from manufacturers of that specific subsystem.

TASK 2: Characterize Scenario for Turbine & Tower Manufacturing and Staging

Identify the most cost-effective combination of primary and secondary sites for manufacturing and assembling all of the components needed to install a type-certified offshore wind turbine, which typically would include four facilities: a blade fabrication facility, a generator manufacturing facility that may or may not include gearbox integration, depending on turbine design, a nacelle assembly facility, and a tower fabrication plant. The scenario report should identify the combination of shore-side development sites, the approximate cost and time needed to prepare each of those sites for implementing the scenario, and should include staging of complete turbine "kits" (three rotor blades, nacelle, and tower sections) sufficient to deploy up to 100 turbines offshore in one summer construction season. The successful proposal team will include a turbine original equipment manufacturer (OEM) to support this task.

TASK 3: Characterize Scenario for Foundation Substructure Fabrication and Staging

Identify the most cost-effective combination of primary and secondary sites for fabricating the primary steel, secondary steel, and piles of an offshore foundation sub-structure. The scenario report should identify the combination of shore-side development sites, the approximate cost and time needed to prepare each of those sites for implementing the scenario, and should include staging of complete foundation "kits" (substructure elements and foundation piles) sufficient to deploy up to 100 substructures offshore in one summer construction season. Given the water depth of the two Wind Energy Areas offshore Dominion's service territories in Virginia and North Carolina, where monopile foundations are NOT as cost-effective as jacket-type structures, priority should be given to jacket structure fabrication and load-out facilities. The successful proposal team will include an experienced jacket structure designer or fabricator to support this task. An optional task for assessing monopile fabrication and Loadout (see Appendix A for GLGH assessment of two Virginia sites for this purpose) can be proposed for serving the shallower WEAs off MD, De, and NJ.

TASK 4: Characterize Scenario for Submarine Power Cable Manufacturing and Load-Out

Identify the most cost-effective combination of primary and secondary sites for fabricating and armoring submarine power cables, including 220kV or higher-voltage export cables, and 34.5 kV or 69 kV inter-array cables. The scenario report should identify the combination of shore-side development sites, the approximate cost and time needed to prepare each of those sites for implementing the scenario, and should include staging of sufficient cabling lengths to electrically interconnect up to 100 offshore wind turbines in one summer construction season. The successful proposal team will include an experienced submarine cable manufacturer and/or installer to support this task.

TOPIC 5: Characterize Scenario for Serial Production of Self-Installing Offshore Substations

Identify the most cost-effective combination of primary and secondary sites for fabricating and assembling an offshore wind electric service platform to serve as an offshore substation. To avoid the need for heavy-lift work-over vessels and take best advantage of Virginia's demonstrated ability to serially produce Navy ships, this scenario should consider a serially produced, self-installing substation platform as has been commercially installed at the Global Tech offshore wind project in Europe. The scenario report should identify the combination of shore-side development sites, the approximate cost and time needed to prepare each of those sites for implementing the scenario, and should include staging of sufficient cabling to interconnect up to 100 offshore wind turbines in one summer construction season. The successful proposal team will include an experienced substation designer to support this task.

TASK 6: Develop Prioritized List of Port Investment Opportunities

Based on the findings of Tasks 3 through 5, prepare a prioritized list of investments based on the above scenarios and their likely impact on the offshore wind cost of energy. To the extent that any of these facilities can be ready in time to support the installation of the VOWTAP demonstration project in 2017, those specific facilities also should be integrated with Dominon's VOWTAP U.S. Manufacturing Plan.

Team qualifying requirements and eligibility

A proposal team should be led by a globally recognized authority on this type of analysis, an organization with a portfolio of similar projects conducted for port or local authorities in preparing European ports for offshore wind development. As mentioned in the task descriptions above, the team must also include a wind turbine OEM, a jacket structure designer or fabricator, a submarine power cable manufacturer or installer, and an offshore substation designer to support the development of the required scenarios.

The team shall include one or more local stakeholders from the list in Appendix B, who will provide the interface with port and terminal facility owners, as well as allied shipbuilding and ship repair industries looking to diversify their products and services.

The intent is to have a final product that will be respected as produced by a neutral, well qualified and internationally respected organization, with appropriate engagement of stakeholder organizations in Virginia and Hampton Roads.

Proposal requirements, selection process and merit review criteria

DMME Award Budget and Period of Performance

The maximum DMME award under this RFP is $300,000. Cost-sharing is encouraged and is one of the merit review criteria, but is not required. Cost-shared funds or in-kind services may be expended at any time during the performance period, but **all DMME funds must be spent no later than May 30, 2015**. Proposers are therefore required to include in their proposal a detailed Project Management Plan and schedule of deliverables illustrating how all state funds will be expended by the May 30 deadline.

Timing of Award and Opportunities for Additional Funding

DMME intends to make one or more award offers on or before December 22, 2014. DMME might consider proposals that are not selected in the first round for future funding if additional funds become available. The agency anticipates that federal funding opportunities might be available in the future, that could be combined with state and private industry funds to conduct additional work that will be of interest to the Commonwealth and will be compatible with the objectives of this RFP and improving Virginia's position as a leading candidate to become a Mid-Atlantic offshore wind manufacturing and supply chain hub.

To accommodate such opportunities, the project period of performance may be up to two (2) years; however, state funds awarded under this RFP must be spent by the end of this fiscal year. DMME might further extend the performance period, supplement funding, and/or add to scope of an award made to a successful proposer, as mutually agreeable. DMME funds awarded under this RFP, however, must be spent by May 30, 2015, to ensure that all state-funded expenses are charged by the end of this fiscal year.

Specific Requirements of Proposal

A. ***Clarity of Proposal***: Proposal should be prepared simply and economically, providing a straightforward, concise description of capabilities to satisfy the requirements of the RFP. Emphasis should be placed on completeness and clarity of content.

B. ***Ownership of all Materials***: Ownership of all data, materials and documentation originated and prepared for the Commonwealth pursuant to the RFP shall belong exclusively to the Commonwealth and be subject to public inspection in accordance with the Virginia Freedom of Information Acts.

C. ***Project Outline, Project Management Plan with Budget***: Proposer is to describe how the proposed work will achieve the objectives and major tasks generally in a Project Outline and specifically in a Project Management Plan with Budget. A summary of key steps, activities and tasks, with start and completion dates, are to be proposed in the form of a project management plan with budget. The budget costs shall be justified and shall reference tasks in the project management plan.

D. ***Risk Mitigation and Contingency Planning***: Proposer should segment the proposed project into a project plan that is composed of multiple distinct deliverables, each of which might include multiple distinct tasks and sub-tasks. The major deliverables, to the extent possible, should be "stand alone," meaning that the completed deliverable can be provided to DMME and that it would have value and help to achieve Commonwealth objectives described in this RFP, even if proposer cannot complete one or more other deliverables that are scheduled later in the project plan.

E. ***Qualifications of Proposer*:** Proposers should provide their qualifications to conduct the activities in their proposal by providing resumes, a company profile, and some examples of similar work.

Proprietary Information

Trade secrets of proprietary information submitted by a proposer shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the proposer must invoke the protections of §2.2-4342F of the Code of Virginia, in writing, either before or at the time the data or other material is submitted. The written notice must specifically identify the data or materials to be protected, including the section of the proposal in which it is contained, the page numbers, and state the reasons why protection is necessary.

The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only the specific words, figures or paragraphs that constitute trade secret or proprietary information. In addition, a summary of the proprietary information contained in the proposal shall be submitted on Appendix C: Proprietary/Confidential Information Identification Form" provided with this solicitation.

The classification of an entire proposal document, line item prices and/or total proposal prices as proprietary or trade secrets is not acceptable. If, after being given reasonable time, the proposer refuses to withdraw such a classification designation, the proposal will be rejected.

Detailed Response Instructions

Responses to this RFP must be submitted via email to Al.Christopher@dmme.virginia.gov and ken.jurman@dmme.virginia.gov by **4:00 pm Eastern Time on December 10, 2014**.

Proposals should be attached to the transmittal email as a Word document or PDF, and should include:

- Cover page with lead organization's name and contact person with phone, email and postal address;
- One-page executive summary;
- Proposal narrative not to exceed 15 pages;
- Project management plan with budget, not to exceed 5 pages.

Questions about this RFP

All questions regarding the content of this RFP must be submitted on or before 4:00 p.m. on Monday, December 1, 2014 to the email addresses provided above with the email subject line "RFP Question." Questions (worded exactly as submitted to DMME) and answers will be published on the DMME web page where this RFP is posted. Questions received after 4 p.m. on December 1, 2014 will not be answered.

Addenda to RFP

The DMME may modify this RFP prior to the date fixed for submission of proposals by issuance of an addendum and posting this addendum on the DMME website where the RFP is posted. Addenda will be numbered consecutively, the first being A-1.

Response to RFP

All information requested in the RFP should be submitted. Failure to submit all information requested may result in the purchasing agency requiring prompt submission of missing information and/or giving a lowered evaluation of the proposal. Proposals which are substantially incomplete or lack key information may be rejected by the purchasing agency. Proposals should be as thorough and detailed as possible so that the proposer's capabilities to provide the required goods and services may be evaluated.

Award

Selection shall be made of one or more proposers deemed to be fully qualified and best suited among those submitting proposals on the basis of the evaluation factors included in the RFP, including price. Negotiations shall be conducted with the proposers so selected. Price shall be considered, but need not be the sole determining factor. After negotiations have been conducted with each proposer so selected, the agency shall select the proposer, which, in its opinion, has made the best proposal, and shall award the contract to that proposer. The Commonwealth may cancel this RFP or reject proposals at any time prior to an award, and is not required to furnish a statement of the reasons why a particular proposal was not deemed to be the most advantageous (Code of Virginia, §2.2-4359D). The award document package will include a contract incorporating by reference all the requirements, terms and conditions of the solicitation, and the contractor's proposal as negotiated.

Merit Review Criteria

Proposer should identify in the proposal, using the following lettered sub-sections, how it satisfies or addresses each review criteria. Proposals that fail to specifically address each of these seven merit review criteria may be given lower merit evaluations.

A. Adequacy of project management (work) plan (20 points)

B. Unique or innovative approaches demonstrated by the proposed work plan (15 points)

C. Demonstrated team knowledge of state of the art in scoped tasks (15 points)

D. The team's capabilities, related experience, facilities, techniques, or unique combinations of these that are integral to meeting the topic objectives (10 points)

E. The qualifications and experience of the proposed principal investigator, and of key sub-contractor personnel integral to meeting the topic objectives (10 points)

F. Realism of the proposed budget (15 points)

G. Cost-share by funding or in-kind support from lead applicant, team members, and other private or public resources (15 points)

Oral Presentation

Proposers who submit a proposal in response to this RFP may be asked to give an oral presentation of their proposal. This provides an opportunity for the proposer to clarify or elaborate on the proposal. This is a fact finding and explanation session only and does not include negotiation. The issuing agency will schedule the time and location of these presentations. Oral presentation are an option and may or may not be conducted, thus proposers should assure that their proposals are complete, clear and concise at the time of submission.

Terms and Conditions Review

Proposers should review Attachment 1, General Terms and Conditions, and Attachment 2, Special Terms and Conditions. Portions of both of these attachments are mandatory for all contracts and other portions apply on a case by case basis or only for procurement of some types of goods and services. Mandatory and appropriate terms and conditions will apply to any award made pursuant to this RFP. Proposer should review and identify any provisions that proposer objects to or does not understand and provide specific comments in the proposal so that these concerns can be considered by DMME and discussed prior to award.

Method for Payment

Payment will be made (in accordance with the Virginia Prompt Payment Act) within 30 days after receipt of valid invoice and verification of satisfactory goods, received and/or completion of work, as applicable. Reference the General Terms and Conditions found in the solicitation Paper Response document of this solicitation.

Invoicing

Invoices may be submitted monthly. Invoices shall include the contract number, purchase order number, itemized quantities, unit price, and extended costs based on the contract pricing schedule. Invoices must be sent to the individual addresses listed on each purchase order or agency purchase order. No payment will be made to subcontractors. The contractor shall be fully responsible for all invoicing to applicable agencies.

References

1. Baring-Gould, I., 2011. Wind Energy Workforce Development: A Roadmap to a Wind Energy Educational Infrastructure, NREL/PR-7A20-51599 (www.nrel.gov/docs/fy11osti/51599.pdf).

2. Leventhal, M., and S. Tegan, 2013. A National Skills Assessment of the U.S. Wind Industry in 2012. National Renewable Energy Laboratory, Technical Report NREL/TP-7A30-57512 (www.nrel.gov/docs/fy13osti/57512.pdf).

3. U.S. Department of Energy. Wind Career Map (http://energy.gov/eere/wind/wind-career-map).

Appendix A

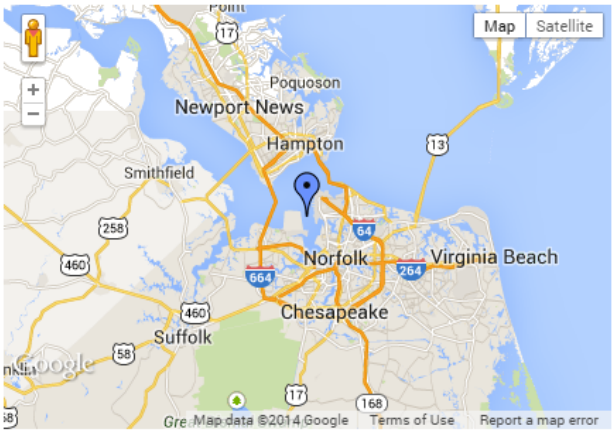
Screens from DOE Offshore Wind Port Readiness Tool

www.offshorewindportreadiness.com/Home

VA, Virginia

Website	www.portofvirginia.com
Contact Details	Russell Held
Phone Number	757-683-8000
Email	rheld@portofvirginia.com
Postal Address	101 W.Main St., Suite 600, Norfolk, VA 23510
Location	Lat: 36.91449 Long: -76.340275
Comments	
Last Edited	-

Map



Port Data

Access	Access Channel Width (m)	?
	Water Depth (m)	14.6
	Overhead Clearance (m)	9999
	Access restrictions (tides, currents, ice, pilot)	None
Quaysides	Heavy Duty Quayside Length (m)	?
	Heavy Duty Quayside Area (sqm)	80937
	Heavy Duty Quayside Capacity (t/sqm)	3.66
	Seabed Suitable for jacking-up	False
Storage	Open Storage (sqm)	607028
	Ground Bearing Capacity (t/sqm)	3.41
	Haul Route Width (m)	?
	Haul Route Capacity (t/sqm)	?
	Floating Storage (sqm)	?

Fabrication Workshop	Workshop Available	True
	Workshop Length (m)	?
	Workshop Area (sqm)	?
	Rail Equipped Floors	True
	Paint-finishing Workshops	True
	Scope for new establishment	True
Roll-On/Roll-Off	Ro-Ro Ramp Breadth (m)	?
	Ro-Ro Ramp headroom(m)	?
	Ro-Ro Ramp capacity (t/sqm)	?
Cranes	Crane Capacity (t)	?
Dry-Docks	Length (m)	?
	Breadth (m)	?

VA, Norfolk

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Contact Details	Erin Corrie
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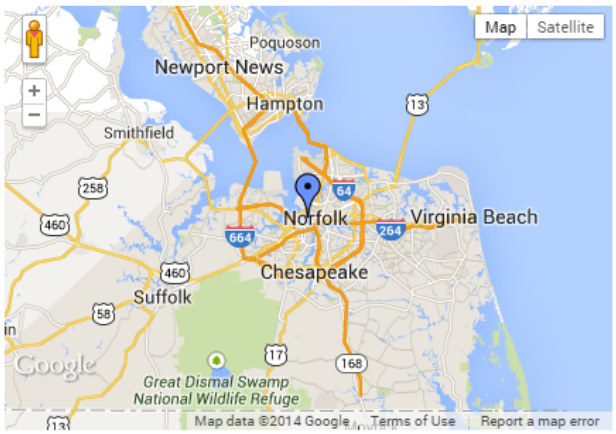
Location	Lat: 36.85 Long: -76.3
Comments	
Last Edited	-

Map



Port Data

Access	Access Channel Width (m)	91.4
	Water Depth (m)	11.3
	Overhead Clearance (m)	?
	Access restrictions (tides, currents, ice, pilot)	pilotage
Quaysides	Heavy Duty Quayside Length (m)	289.56
	Heavy Duty Quayside Area (sqm)	?
	Heavy Duty Quayside Capacity (t/sqm)	?
	Seabed Suitable for jacking-up	False
Storage	Open Storage (sqm)	?
	Ground Bearing Capacity (t/sqm)	3.6
	Haul Route Width (m)	?
	Haul Route Capacity (t/sqm)	?
	Floating Storage (sqm)	?

Fabrication Workshop	Workshop Available	?
	Workshop Length (m)	?
	Workshop Area (sqm)	?
	Rail Equipped Floors	?
	Paint-finishing Workshops	?
	Scope for new establishment	?
Roll-On/Roll-Off	Ro-Ro Ramp Breadth (m)	17
	Ro-Ro Ramp headroom(m)	?
	Ro-Ro Ramp capacity (t/sqm)	3.6
Cranes	Crane Capacity (t)	182
Dry-Docks	Length (m)	?
	Breadth (m)	?

Compare Ports

Key to color codes

Port has capability or service | Port lacks capability or service | Information not available

		VA, Newport News Marine Terminal		VA, Norfolk		VA, Portsmouth		VA, Virginia	
		Gap Size	Cost ($k)	Gap Size	Cost ($k)	Gap Size	Cost ($k)	Gap Size	Cost ($k)
Turbine fabrication, storage & load-out									
Quayside area for load-out	sqm	-	-	-	-	-	-		
Quayside bearing pressure capacity for load-out	t/sqm	-	-	-	-	-	-	6.3	940
Quayside length for vessel	m	-	-	-	-	-	-	-	-
Quayside water depth for vessel	m	-	-	-	-	-	-	-	-
Seabed quayside suitable for jack-up vessel	-	-	-	-	-	-	-	-	-
Haul route width	m	-	-	-	-	-	-	-	-
Haul route bearing pressure capacity for load-out	t/sqm	-	-	-	-	-	-	-	-
Load spreading on transport route with extra SPMT axles	no. axles	-	-	-	-	-	-	-	-
Large area for storage	sqm	-	-	-	-	-	-		
Bearing pressure storage area reduction by load spreading	t/sqm	-	-	0.4	10	-	-	0.4	10
Bearing pressure storage area increase	t/sqm	-	-	6.4	240	-	-	6.6	250
Fabrication workshop area	sqm	-	-	-	-	-	-	-	-
Port channel Width	m	-	-	-	-	-	-	-	-
Port overhead clearance	m	-	-	-	-	-	-	-	-
Total Cost ($k)			-		240		-		1,190

Compare Ports

Key to color codes

Port has capability or service | Port lacks capability or service | Information not available

		VA, Newport News Marine Terminal		VA, Norfolk		VA, Portsmouth		VA, Virginia	
		Gap Size	Cost ($k)	Gap Size	Cost ($k)	Gap Size	Cost ($k)	Gap Size	Cost ($k)
Monopile fabrication, storage & load-out									
Quayside area for load-out	sqm	-	-	-	-	-	-		
Quayside bearing pressure capacity for load-out	t/sqm	-	-	-	-	-	-	6.3	300
Quayside length for vessel	m	-	-	-	-	-	-	-	-
Quayside water depth for vessel	m	-	-	-	-	-	-	-	-
Seabed quayside suitable for jack-up vessel	-	-	-	-	-	-	-	-	-
Haul route width	m	-	-	-	-	-	-	-	-
Haul route bearing pressure capacity for load-out	t/sqm	-	-	-	-	-	-	-	-
Load spreading on transport route with extra SPMT axles	no. axles	-	-	-	-	-	-	-	-
Large area for storage	sqm	-	-	-	-	-	-		
Bearing pressure storage area reduction by load spreading	t/sqm	-	-			-	-		
Bearing pressure storage area increase	t/sqm	-	-	6.4	130	-	-	6.6	140
Fabrication workshop area	sqm	-	-	-	-	-	-	-	-
Port channel Width	m	-	-	-	-	-	-	-	-
Port overhead clearance	m	-	-	-	-	-	-	-	-
Total Cost ($k)			-		130		-		430

Appendix B

Industry associations based in Hampton Roads and Richmond, which represent large business capable of providing facilities, goods, or services to Virginia's supply chain for offshore wind:

Virginia Offshore Wind (VOW) Coalition

* Membership includes developers, manufacturers, utilities, local governments, and service businesses that have an interest in seeing the offshore wind industry develop in Virginia
* Web site: www.vowcoalition.org
* Contact: Mr. Chuck de Cuir (757) 619-7670

Virginia Maritime Association (VMA)

* Membership includes some 400 companies employing @70,000
* Predominantly commercial port operations
* Web site: www.vamaritime.com
* Contact: Mr. Art Moye, (757) 623-8860

Virginia Ship Repair Association (VSRA)

* Membership includes some 230 companies employing @40,000
* Predominantly U.S. Navy ship maintenance and modernization
* Web site: www.virginiashiprepair.org
* Contact: Mr. Bill Crow, (757) 233-7034

American Maritime Modernization Association (AMMA)

* Membership includes some 50 companies
* Predominantly involved in U.S. Navy maintenance and modernization
* Web site: www.ammainc.org
* Currently recruiting an Executive Director

Tidewater Association of Service Contractors (TASC)

* Membership includes some 70 companies
* Commercial and government contractors
* Web site: www.tasc-tgic.org
* President: Brad Reaves, President@tasc-tgic.org

Virginia Manufacturers Association (VMA)

* The only statewide association exclusively dedicated to manufacturers and their allies, the VMA has a professional staff dedicated to legislative and regulatory affairs, workforce. development, member services, communications and business services.
* Web site: http://vamanufacturers.com
* Contact: Mr. Brett Vassey, (804) 643-7489 ext. 25