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Pacific Coast Intermodal Port (PCIP)

Qualification-Based Selection (QBS) Request for Proposal (RFP) for NEPA Lead Services

July 29, 2026

Please submit to:

By upload: <https://www.portofcoosbay.com/solicitations-public-notice>

Attention: Brian Forquer, Vice President of Development, Oregon EcoTerminals, LLC

RFP Submittal Closing: 4:00 PM PST, Wednesday, August 19, 2026

Issued by: Oregon International Port of Coos Bay

(herein after referred to as "Port")

RFP Number: 2026-02NEPA

Project Name: Pacific Coast Intermodal Port (PCIP) Project PCIP Planning Project

Proposer Questions, RFP Protests, and Requests for Change: due via Port website no later than 10 business days prior to Proposal due date (i.e: August 5th).

A Pre-Proposal conference will not be held for this RFP.

Single Point of Contact

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Please note:

- This RFP contains the **NEPA Lead discipline**.
- This RFP is a Qualifications Based Selection (QBS) with the Oregon International Port of Coos Bay (“Port”) and Oregon EcoTerminals LLC.

Proposals and all other submittal requirements specified in §2.4 must be submitted before the Proposal due date and time to the above website.

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Definition of Terms:

The following terms have the meaning provided in [OAR 137-046-0110](#): “Addendum” or “Addenda”, “Business Day”, “Closing”, “Contract”, “OAR”, “ORS”, “Proposal”, “Request for Proposal” or “RFP”, “Responsive”, “Writing”. “Business Day” means Monday through Friday, excluding State of Oregon holidays.

1.0 SOLICITATION PURPOSE & CONTRACT OVERVIEW

1.1 SUMMARY OVERVIEW & PROCUREMENT SCHEDULE

Port is issuing this Request for Proposals and any Addenda thereto (collectively, the “RFP”) to obtain Proposals from qualified consultant(s) for the NEPA Lead services (collectively, “Services”) for the project described in §1.2.

- **Proposers may propose for the single discipline advertised in this RFP and defined in ; Attachment B.**
- Proposal must include a separate, signed Proposal Cover Sheet and meet all submittal requirements listed in §2.4.
- For further information regarding the project and Services needed, see sections 1.2 through 1.10 and RFP Attachment B.
- Proposers responding to this RFP do so solely at their expense, and Port is not responsible for any Proposer expenses associated with the RFP.

Single discipline proposal content examples

25 page maximum
1 Cover letter
1 Description of firm
1 Experience description
1 Project team
1 Project Strategy

*Resumes may be included as an Appendix and limited to two pages each. (Resumes will not be included in the 25-page count for the proposal).

<i>Procurement Schedule</i>	<i>Date</i>
Proposal evaluation (clarification and interviews if necessary)	Estimated 8/19/2026 to 8/26/2026
Notice of Intent to Award	Estimated 8/27/2026
Negotiations*	Estimated 8/27/2026 to 9/2/2026
Contract start	Estimated 9/9/2026

*Proposer, by submitting a Proposal, commits to and will be expected to make best efforts to accommodate the negotiation schedule above if selected for intent to award. See §4.7 - Negotiations.

1.2 PROJECT BACKGROUND/SCOPE INFORMATION & LOCATION

The Pacific Coast Intermodal Port (“PCIP”) project is a public-private partnership between the Oregon International Port of Coos Bay (OIPCB) and NorthPoint Development that includes a three-component project including the construction of a new container terminal, the channel modification of the Coos Bay Federal Navigation Channel including dredging, and upgrades to the Coos Bay Rail Line (CBRL). The PCIP endeavors to establish a new freight route between the Asia Pacific and the Heartland of the United States.

The Port is seeking proposals from qualified individual(s), firm(s), team(s) or consultant(s), hereafter called Proposers, with demonstrated experience in projects of this type, size and complexity. The Port proposes to engage the successful Proposer for the following services: NEPA Lead to develop and coordinate strategy, and FAST-41 services as required to accomplish the scope of work as described in the RFP Attachment B – Statement of Work.

At this time, it is expected that the project will undergo review under the National Environmental Policy Act (NEPA) with the U.S. Army Corps of Engineers (USACE), Portland District, serving as the lead federal agency. Cooperating agencies will include the Federal Railroad Administration (FRA) and the Maritime Administration (MARAD). The project is being advanced in coordination with federally funded planning and design efforts. The consultant will be expected to coordinate with the three project components, currently at varying stages of design and development, in parallel efforts while maintaining consistency with NEPA requirements and regulatory agency expectations.

Because of the critical importance of the PCIP to regional and national supply chains, any Proposer intending to join the process must understand that **project management efficiency is a key priority**.

The Statement Of Work (SOW) will be developed and negotiated, within the scope advertised in this RFP, with the selected Proposer for inclusion in the Contract.

See [Attachment B](#) for a comprehensive statement of work, project disciplines and deliverables.

Project Description

The PCIP project involves altering the federal navigation channel, by widening (by 150 feet) and deepening the first 8.2 miles of the shipping channel from its current authorized depth of -37 feet to -45 feet MLLW in support of bulk carriers. The project includes development of an international container terminal; and significant improvements to the approximately 115 miles-long CBRL and supporting infrastructure connecting the terminal to the Union Pacific mainline in Eugene, Oregon, including the construction of a new railyard at the marine terminal end.

The project is expected to require federal permits, permissions, and approvals including, but not limited to, authorizations under Section 106 of the National Historic Preservation Act, Section 404 (33 USC 1344) of the Clean Water Act, Section 10 of the Rivers and Harbors Act (33 USC 403), Section 103 of the Marine Protection, Research, and Sanctuaries Act (33 USC 1413) permissions under Section 408 (33 U.S.C. 408), and an approval by the Assistant Secretary of the Army for USACE to assume maintenance responsibilities for the improved channel to the proposed new dimensions under Section 204(f) (33 USC 2232(f)). The Federal Railroad Administration (FRA) and Maritime Administration (MARAD) will retain oversight responsibilities related to grant compliance and project delivery and will coordinate with the USACE and the Port as appropriate. The project will also require review under Section 4(f) of the Department of Transportation Act of 1966; 49 USC 303, 23 USC138, 23 CFR 774 of the Department of Transportation Act of 1966; 49 USC 303, 23 USC138, 23 CFR 774.

The environmental review will require preparation of a full Environmental Impact Statement (EIS) for use in supporting federal agency decisions related to the Port's proposal. Based on current governing NEPA regulations, the anticipated process will include issuance of a Notice of Intent (NOI) on the USACE Portland District website, scoping, preparation of a scoping summary and a Draft EIS, public review of the Draft EIS, development of a response to substantive public comments,, preparation of a Final EIS, issuance of Notice of Availability of the Final EIS in the Federal Register and issuance of Record of Decision (ROD) by the federal and cooperating agencies. Maintaining a project file in an appropriate format will be necessary. Due to the large geographic area affected, multiple public and Tribal meetings are anticipated during the Draft EIS public comment period and/or scoping. The contractor's participation is necessary for these meetings, the locations of which are yet to be determined but potentially include Eugene, Reedsport and Charleston, in addition to Coos Bay. It is anticipated that the meetings will have both in-person participation and a virtual platform. Meeting facilitation services, including a scoping assessment, and notes documenting meeting activities and outcomes may be requested for any meeting to include the EIS public meetings. The contractor may be required to facilitate responses to public review comments. This facilitation may involve coordinating responses from multiple technical disciplines and multiple agencies. The contractor may also be asked to provide content in support of either or both the Port and future USACE websites for the project Dashboard. High-volume printing and mailing services may also be required in execution of the CWA Section 404 public noticing process as described in 33 CFR 325.3(d).

The Port anticipates an accelerated production and review schedule targeting completion of the EIS process within approximately two years following issuance of the NOI. On-time delivery of high-quality, technically accurate products requiring minimal editing and correction will be essential to maintaining the schedule. The project is actively coordinating with federal agencies, including through the Federal Permitting Improvement Steering Council (FPISC), and may formally participate in the FAST-41 process to enhance coordination, schedule efficiency, transparency, and development of a legally defensible EIS. The review schedule for the EIS will be established by USACE as the lead federal agency in coordination with the cooperating agencies, the applicant, and other entities USACE determines appropriate and in consideration of the design and EIS production schedules to be developed by the Port and its contractors. Similarly, should the FAST-41 process be entered, USACE will be responsible for establishing and maintaining the project schedule on the Permitting Dashboard.

PROCUREMENT APPROACH

The Port intends to retain the environmental consultant in advance of other major project consultant teams in order to establish an environmental strategy that informs planning, design, and permitting activities. This procurement is conducted in accordance with applicable Oregon public contracting requirements, including the Port's Chapter 06 Public Contracts Local Public Contracting Rules, and applicable federal requirements.

The consultant engagement will be structured in two phases.

- Phase 1 will focus on environmental strategy, permitting coordination, and support for development of project planning and design solicitations.
- Phase 2 will focus on preparation of the Environmental Impact Statement and related NEPA documentation under the direction of USACE.

Following evaluation of statements of qualifications, the Port may conduct interviews and will enter negotiations with the highest ranked firm.

1.3 PERIOD OF PERFORMANCE

The schedule for performance of Services needed under the prospective Contract is approximately:

- September 9, 2026 (projected date of contract start) to no later than December 2028

1.4 QUANTITY OF CONTRACTS AWARDED & OFFER PERIOD

If award is made from this RFP –

- Awards will be based on the results of Port's evaluation and scoring of Proposals.

1.5 FUNDING SOURCE(S):

Funding for the Work is through the INFRA (MPDG) program Fiscal Year 2025-2026 and is subject to the terms and conditions described in the Grant Agreement between the Port and the United States Department of Transportation (MARAD FY 2025-26 INFRA Grant No. 693JF72540001 and FRA FY 2025-2026 CRISI Grant No. 69A36525422500CSOR), Port/State of Oregon and private funds. Proposer shall comply with all relevant provisions of the Grant Agreements, a copy of which is available upon request. Subsequent work may be funded by other public or private sources and may be subject to terms and conditions stipulated in a separate agreement.

1.6 INSURANCE REQUIREMENTS

See Attachment C - Sample Contract for the insurance requirements (Contract Exhibit C) and terms and conditions that will apply to the prospective Contract from this RFP.

1.7 CONTRACT TERMS & CONDITIONS

See Attachment C - Sample Contract, which is incorporated in the RFP by this reference, for the terms and conditions that will apply to the prospective Contract from this RFP. Unless an official Addendum has modified or reserved the right to negotiate any terms and conditions contained in the Sample Contract or exhibits thereto, Port will not negotiate any term or condition after the solicitation protest deadline, except the SOW and pricing with the selected Proposer(s). Changes to standard Contract terms and conditions may be subject to approval by the Port.

By Proposal submittal, the selected Proposer agrees to be bound by the terms and conditions as set out in the Sample Contract associated with this RFP, and as they may have been modified or reserved by Port for negotiation. **Any Proposal that is received conditioned on Port's acceptance of any other terms and conditions or rights to negotiate will be rejected.**

2.0 INSTRUCTIONS TO PROPOSERS & SUBMITTAL REQUIREMENTS

2.1 PROPOSER QUESTIONS, RFP PROTESTS and REQUESTS FOR CHANGE

All questions, RFP protests or requests for change relating to any aspect of this RFP or the associated project(s) must be submitted by uploading at <https://www.portofcoosbay.com/solicitations-public-notice>. RFP protests and requests for change submitted after the due date on page 2 of this RFP will not be considered.

Any RFP protest or request for change must identify the RFP number, discipline and project name it applies to and must be in conformance with requirements set forth in [OAR 137-048-0240\(1\)](#). The foregoing procedures and deadline shall also apply to protests and requests for change respecting the contents of Addenda to the RFP, unless the Addenda specifies a different deadline. **Failing to follow the foregoing requirements regarding the Single Point of Contact for inquiries may result in Proposal rejection by Port.**

Answers to substantive questions and/or any changes to the RFP will be issued as official Addenda to this RFP, no later than 10 Business Days (i.e: August 5th, 2026) prior to the Proposal due date.

2.2 ADDENDA

When appropriate, as determined by Port in its sole discretion, changes to Closing/Proposal due date and time or revisions, additions, substitutions, clarifications of the RFP or attached terms and conditions will be issued as Addenda to this RFP. Modifications to this RFP shall be binding on Port and Proposer only if in the form of written Addenda issued by Port. Any such Addenda are incorporated into this RFP as if fully set forth herein. Except for officially issued Addenda, no person has been authorized to provide any other written or oral representation, clarification, warranty or assurance with respect to this RFP or the project.

Port shall advertise any addenda at the following website:

<https://www.portofcoosbay.com/solicitations-public-notice>.

Anyone who has downloaded or received a copy of this RFP will only be alerted to the existence of any Addenda by monitoring and downloading from the above website. Port is not responsible for sending Addenda to any potential Proposers.

2.3 MINIMUM QUALIFICATIONS

This section discusses minimum qualifications among staff for submission consideration. For evaluation of personnel on merits, see §3.2.4

Firms responding to this solicitation should demonstrate:

- Experience preparing Environmental Impact Statements following federal regulations
- Experience on port, rail and channel modification projects including working with the appropriate federal agencies (FRA, MARAD, USACE)
- Familiarity with USACE permitting processes and applicable federal statutes
- Experience on large infrastructure, transportation, or marine projects
- Experience supporting legally defensible NEPA documents and administrative records

- Experience supporting complex, multi-agency infrastructure projects with parallel planning, engineering, design and permitting efforts
- Experience developing mitigation, monitoring and adaptive management plans
- Experience with projects involving modifications to large tidal estuarine environments, and the effect of these actions, both physical and environmental
- Experience with projects located in Oregon or the Pacific Northwest is preferred.

2.4 PROPOSAL & SUBMITTAL REQUIREMENTS

2.4.1 Time, Date and Place for Submission. Proposals and all required submittal items must be submitted and uploaded to the Port's website and received by the deadline specified on page 1 of this RFP (or such other deadline as may be revised by Addenda issued by Port). Port will not accept Proposals submitted after the Proposal submittal deadline.

As submittals shall be sent digitally, in the event of a system failure that interferes with the ability of Proposer to submit Electronic Submittals, to protest or to otherwise participate in the procurement, Port may extend the date and time of receipt of Electronic Submittals by issuing an Addendum immediately after the Electronic Procurement System or electronic mail system becomes available.

2.4.2 Proposal Page Limit. The Proposal is limited to 25 pages. Any pages exceeding this limit will not be considered in the evaluation. Items excluded and not counted as pages toward the page limit include:

- Resumes in an Appendix (limited to 2 pages each)
- Attachment A – Proposal Cover Sheet,
- Any additional forms required in Attachments A, D and G.

2.4.3 Proposal Format. One page is defined as: one side of any 8-1/2" x 11" page, partial page, tab, index or table of contents that contains substantive text, tables, graphics, charts, resumes, etc. Any page over this size will be counted as 2 pages. Proposals must use a minimum of 12-point font for substantive text (including text in tables or resumes, if any).

Proposal and other submittal requirements must be submitted in the following electronic format: Adobe Acrobat (pdf) or Microsoft Word (docx).

2.4.4 Required Proposal Contents. Proposals must include:

- A completed and signed Proposal Coversheet – RFP Attachment A (not counted toward page limit);
- Responses to the scored criteria identified in [§3](#) and any other requirements specified in this RFP or the Proposal Coversheet;
- Content which Proposer believes to be a trade secret or exempt from public disclosure must be so indicated in conformance with [§5.4](#) of this RFP.
- (Note: Proposers should review [§4](#) of this RFP to ensure they can comply with submittal requirements for the selected Proposal.)

2.4.5 Electronic File Size. Proposer shall make reasonable efforts to compress or optimize files to not exceed a combined total of 10 megabytes for all submittals. For tips on reducing file size, see information at the following links: [How to reduce PDF file size](#); [How to reduce the size of Word documents that contain images](#).

2.4.6 Proposal Withdrawals or Modifications. A Proposal may be withdrawn or replaced with a modified Proposal by written request from Proposer, provided the request (and any modified Proposal) is signed by Proposer's authorized representative and received by Port prior to the deadline for Proposal submittal.

3.0 EVALUATION PROCESS & CONSULTANT SELECTION

3.1 PROPOSAL EVALUATION

Submissions will be reviewed by Port for responsiveness to all requirements (allowing for minor informalities) set forth in the RFP and RFP Coversheet. Responsive Proposals will be forwarded to an evaluation committee of at least 3 members that will independently review, score and rank Proposals according to the Scoring Criteria set forth in §3.2. Evaluators will independently judge the merits of the Proposals by comparing the requirements and criteria stated in the RFP with the responsiveness and the relevance of experience/qualifications presented in the Proposal. The outcome of the Evaluation process may, in Port's sole discretion, result in:

(a) notice to Proposers of selection or rejection for Contract negotiation and possible award; or

(b) further steps to gather additional information for evaluation (e.g. checking references, notice of placement on an interview list, requesting clarification).

Port may request any clarification it needs to understand the Proposer's Proposal. **Clarifications may not be used to rehabilitate a non-responsive Proposal, nor may changes be made to the Proposal.**

3.2 EVALUATION CRITERIA

As this RFP is structured to award separate contracts for one disciplines, scoring will be particular to each discipline, and additional criteria may be present for particular disciplines.

3.2.1. Cover Letter:

By submitting a Statement of Qualifications, the Proposer is accepting all the general instructions and conditions contained in this QBS solicitation.

The Cover Letter must include the following:

- The project title;
- Explain the Proposer's understanding of the project and a summary of the Proposer's qualifications for this project in one or two pages. Because the project is located in Oregon, qualifications for assessing impacts to the environment of this region of the country should be highlighted.
- Name(s) of person(s) authorized to represent the Proposer in any negotiations;
- Name(s) of person(s) authorized to sign any contract that may result from the selection process;
 - Including the contact person's name, mailing or street addresses, phone and fax numbers, and email address and a statement that no redactions are requested, if applicable;
- Signature by a legal representative of the Proposer authorized to bind the firm in contract.

3.2.2 Description of Firm:

- Note: Proposals submitting for multiple disciplines need not repeat the description of their firm.

Describe, for the firm of the Proposer and any sub-consultants:

- Legal structure (sole practice, partnership, LLP, corporation, etc);
- Address and contact information of the office relevant to the project;
- Particular expertise, length of time in business, number of employees, and any information germane to characterizing the firm;
- Internal procedures and policies ensuring work quality and cost control;
- The successful Proposer(s) must be in compliance with all laws regarding conducting business in the State of Oregon, Lane, Douglas and Coos Counties before an award may be made. The Proposer shall be responsible for obtaining any required business licenses, if applicable.

3.2.3 Experience:

- Proposals targeting multiple disciplines should include an additional 3.2.3 Experience response for each discipline;
 - The same project may be cited for multiple discipline proposals, so long as the description pertains to a particular relevant element of that project to the targeted discipline and is not a generic repetition of such project.
- For the NEPA Discipline:
 - Describe qualifications and prior experience in completing similar NEPA projects (Environmental Impact Statements). Emphasize prior work experience with the U.S. Army Corps of Engineers, the Federal Railroad Administration, the Maritime Administration, and other U.S. Department of Transportation operating agencies; state agencies; major relevant construction projects; FAST-41, Permitting Council and the geographical area of study. Describe your firm's experience and familiarity in preparing environmental documents under the new NEPA rules [1501 CEQ Implementing Regs (July 2025)].
 - Qualifications and prior experience should:
 - Demonstrate relevant experience with federal and state requirements for NEPA, Environmental Impact Statements, large-scale infrastructure, including marine terminals, intermodal railyards, freight systems and similar.
- General Qualifications that Should Be Described:
 - Best characterize the firm's capabilities, quality of work and quality control methods, schedule and cost control, strong collaboration, and innovative thinking, along with its capacity to manage complex, federally funded planning projects with state law components;

- If your firm worked in an auxiliary capacity or in a joint venture or partnership, include the name of the lead firm and delineate your specific technical contribution.
- List relevant public and private sector clients for whom your firm has performed similar work in the past five (5) years;
 - For each project mentioned, include the name, address and phone number of a person who can be contacted regarding your firm's performance on the project.
 - Only choose projects which are pertinent to the planning work required for this Project.
 - Avoid extensive descriptions of vaguely related projects; these can negatively impact the overall outcome of the evaluation.
- Where applicable, please also describe:
 - Experience of key staff persons in providing similar, strategic memo, MOU, NEPA process and Environmental Impact Statements on comparable projects;
 - The amount and type of resources, and number of experienced staff persons Proposers have committed to perform the strategic memo, MOU and, EIS described in the RFP;
 - The recent, current and projected workloads of such staff;
 - The proportion of time Proposers estimate that such staff would spend on the strategic memo, MOU, EISs and NEPA process described in the RFP;

For more technical information, refer to Attachment B (Statement of Work)

Time and performance are of the utmost importance in the execution of this contract for the PCIP project.

3.2.4 Project Team and Management Approach:

- Describe the proposed project organization, with an organization chart including positions, responsibilities and reporting relationships. The project manager, deputy project manager, environmental resource specialists with responsibility for each resource area for the NEPA Discipline, administrative support personnel, and any subcontractor(s) must be identified and their location specified. These key personnel shall not be reassigned within the project or to other projects without prior consultation with the Port.
- The project manager will be responsible for the day-to-day management of project tasks and will be the primary point of contact with your firm.
 - Describe the project manager's experience with similar projects and with managing and leading interdisciplinary teams.
 - List other projects the proposed project manager is currently assigned to.
 - List of relevant NEPA projects the proposed project manager has lead in the last 10 years.
- Identify who the Deputy Project Manager will be and provide a description of their unique qualifications and experience as it relates to the project at hand.

- The objective of the project team description is to assemble and identify a narrowly focused group of experts poised to execute the project to a high standard of technical achievement. Proposals should present a team:
 - With sufficient size and experience;
 - Whose members are all directly relevant to the project discipline;
 - The goal of which is to prevent overstaffing and redundancy.
- Describe the proposed management scheme for the project, with a discussion of where the work will be done and where each key person and subcontractor presently resides. Provide the proposed mechanisms for communication, reporting, technical direction and control, cost control, schedule control, quality control, quality assurance and control of subcontractors.
- Provide a professional resume for the key personnel, including:
 - Key personnel of any major sub-consultants proposed;
 - Describe unique qualifications and relevant experience on similar or related projects.
 - Describe each individual's role;
 - Relevant technical expertise;
 - Experience on projects of similar scale and complexity (e.g., port terminals, intermodal rail, coastal engineering, NEPA-driven design).

3.2.5 Project Strategy:

This is a Qualifications Based Selection (QBS). **Cost information shall not be submitted** with Proposals (see §4.0). This section focuses on the applicant's approach to and understanding of the project in the broader context of the PCIP.

- Describe the sequence of technical tasks that must be accomplished in order to complete the project. Present both an overall technical approach for the preparation of the EIS and the approach proposed for individual technical areas and tasks. Include any recommendations to improve the scope (including rationale).
- Demonstrate time and resource availability to perform relevant work for the duration of the project.
 - Include a milestone-level schedule with major technical deadlines and resource allocation. For the NEPA discipline, the proposed schedule should ensure completion of FEIS within 2 years of the Notice of Intent. The lead agency will have the final say regarding the EIS schedule.
 - Clearly indicate their time commitment by project phase to help evaluate team capacity against delivery schedule.
 - Highlight availability of key staff and how workload will be managed across disciplines.
- Exercise independent judgment:
 - Discuss any unique aspects of the project, alternative approaches the Port may wish to consider, or special considerations related to programmatic or funding requirements.
 - Describe any challenging, novel, or innovative ideas your team may have to improve the PCIP project.
 - Describe approach to risks inherent in NEPA and approach to mitigating risks
 - Identify any obstacles your team may be uniquely equipped to overcome.

3.2.6 Conflict of Interest:

Identify possible conflicts of interest that may require investigation by the Port, the US Army Corps of Engineers, the Federal Railroad Administration, or the Maritime Administration. Include a discussion of all work completed by the submitting consultant for similar work on port terminal, navigation channel, and railroad-related projects within the last 3 years. Contractor selection is based on ability and absence of conflicts of interest. The contractor must complete the conflict of interest disclosure attached hereto as Attachment G.

3.3 PROPOSAL REVIEW AND EVALUATION

3.3.1. Proposal Evaluation Criteria Scoring:

Each proposal shall be evaluated on the following evaluation criteria, weighting and maximum points, as follows:

<i>SCORING CATEGORIES AND POINT DISTRIBUTION</i>	
a. Cover letter	0
b. Description of Firm	10
c. Experience	30
d. Project Team	15
e. Project Strategy	45
SUBMITTED PROPOSAL POINTS AVAILABLE:	100
Interviews	10
TOTAL PROPOSAL POINTS AVAILABLE:	110

Note: The deliverables for this project are identified in [Attachment B, Statement of Work](#), attached to this [Request for Proposal \(RFP\)](#) and incorporated herein by this reference.

MERIT CRITERIA GUIDELINES

	<i>Unsatisfactory Response</i>	<i>Target Response</i>
Description of Firm	Description does not provide adequate means of contact, clarity on organizational structure, or answer desired fields etc.	Proposer responds to all requested criteria, makes all information conspicuous, and is compliant with relevant state and federal law.
Experience	Experience limited to nominally or superficially similar projects. Experience listed is overly broad and exhaustive and not tailored to Proposal discipline.	Experience cited is concise, direct, and obviously relevant. Applicant has worked extensively on nearly identical projects. Project Similarity may be determined by: • Scope in terms of technical, financial, and regional impact. • Geography - proximity to Coos Bay, or similar geographic and climatic conditions (e.g: PNW) • Federal and State of Oregon • Approach consistent with current agency and Departmental NEPA regulations and guidelines for federal Lead and Cooperating Agencies involved • Preparation of singular documentation to satisfy needs and Program requirements of multiple federal agencies
Project Team	Team is generic and unspecific to the proposal discipline. Lack of clarity as to individual contributions of particular members. Staff organization is rote and unconsidered instead of discipline-oriented.	Team is focused and limited to the roles necessary for the completion of the project. Team members contribute in an obvious, observable manner to the project. Members' qualifications, experience, and skills directly apply to the Proposal discipline.
Project Strategy	Proposer does not seek to innovate or push the limits of their discipline. Proposer intends to use outdated or one-size-fits-all work. Proposer is not willing or able to pursue aggressive deadlines. Unclear whether team has capacity to prioritize a large yet focused undertaking.	Proposer has carefully considered the limits and possibilities of the project and intends to present a modern, cutting-edge approach to the stated goal of the Project. Proposer understands the aggressive pace and imposing scope of the Project. Team has capacity, availability, and intention to prioritize Project.

3.3.2. EVALUATION PROCESS:

An evaluation review committee will be used by the Port to evaluate the proposals received. For the purpose of scoring proposals, each committee member will evaluate each proposal in accordance with the criteria and point factors listed above. The evaluation committee may seek outside expertise, including but not limited to input from technical advisors, to assist in the evaluation process.

The Committee will require a minimum of 5 working days to evaluate and score the proposals received.

Questions and Requests: All questions and requests for clarification regarding this QBS solicitation shall be directed via Port website to the contact listed on page 1 of this document.

At the Port's sole discretion, communications with members of the evaluation committee, other Port staff, or elected Port officials for the purpose of unfairly influencing the outcome of this QBS solicitation may be cause for the Proposer's proposal to be rejected and disqualified from further consideration.

Any contract resulting from the Committee's recommendation will be submitted to the Port Commission for approval, unless approval has previously been given by the Port Commission for the contract. The Port has the right to reject any contract if deemed in the public interest at the Port's sole discretion.

NOTE: The Port shall reject any Proposal it finds Non-Responsive or submitted by a Proposer it finds not Responsible. At the Port's discretion, litigation, threatened litigation or previous unacceptable performance of a contract between the Port and a Proposer may be cause for the Port to find the Proposer not Responsible or the Proposal Non-Responsive resulting in proposal rejection, regardless of when that litigation, threatened litigation or previous unacceptable performance of a contract comes to the Port's attention and regardless how the Proposer's proposal may have been scored. Proposals may also be rejected if they use subcontractors or sub-consultants who are involved in litigation with the Port. Proposers who are concerned about possible rejection on this basis should contact the Port before submission of a proposal for a preliminary determination of whether its proposal will be rejected.

3.4 INTERVIEWS

Port may, at its sole discretion, conduct and score interviews with whatever number of top ranked Proposers it deems fit following initial evaluation. For interviews:

- Evaluation and scoring will be based on the criteria presented in §3.2;
 - The interview's objective is to determine fitness to such criteria and clarify any questions regarding the Proposer's qualifications.
 - No additions, deletions, or substitutions to the initial submission will be permitted.
 - Interviewers may decide to modify scores awarded to written submissions in respect of interview responses. This is separate to points awarded for the interview itself. Once changed, this score is final.
- A maximum score of 10 points may be awarded;

- A minimum of 3 evaluators shall score the interviews;
- Practical details of interview processes (including date and time and whether physical presence will be required) will be included with notification of selection for interviews.
- In the case of a tie, Port will refer to tiebreaker provisions contained in §5.3.6 of Chapter 6 of Port's Local Public Contracting Rules.

3.5 REFERENCES

Port reserves the right to investigate references including customers other than those provided in the Proposal or Proposal Coversheet (Attachment A). Investigation may include past performance of any Proposer with respect to its successful performance of similar projects, compliance with specifications and contractual obligations, its completion or delivery of a project on schedule, and its lawful payment to employees and workers or any other criteria as determined by Port.

3.6 METHOD OF AWARD

The scores for Proposer ranking and tentative award will be determined as follows:

- Total Proposal Score = Total of all evaluator scores for a given Proposal, divided by the number of evaluators.
- Total Interview or Clarifications score if necessary = Total of all evaluator scores for a given Proposer, divided by the number of evaluators.
- Final Score = Total Proposal Score plus Total Interview or Follow-up Questions Score (if conducted).

3.7 FINAL SELECTION

CONTRACT NEGOTIATION: The Port will attempt to reach a final agreement, including a detailed scope of work, project schedule, and fee schedule, with the highest scoring Proposer. However, the Port may, in its sole discretion, terminate negotiations and reject the proposal if it appears agreement cannot be reached.

The Port may then attempt to reach a final agreement with the second highest scoring Proposer and may continue on, in the same manner, with remaining Proposers until an agreement is reached. The proposal and all responses provided by the successful Proposer may become a part of the final contract. Any information included as part of this contract shall be a public record and not exempt from disclosure, including items redacted from the proposal. The form of contract is provided in Attachment C..

3.8 RESPONSIBILITY AND RESPONSIVE DETERMINATION

At any time prior to Contract execution, Port may rescind the intent to award notice, if applicable, and reject any Proposer found to be not Responsible or the Proposal Non-Responsive.

3.9 INTENT TO AWARD NOTICE

If an apparent successful Proposer is selected, Port will issue an intent to award notice. Award to the apparent successful Proposer is subject to successful negotiation of the Contract.

3.10 PROTEST of CONSULTANT SELECTION

A Proposer who claims to have been adversely affected or aggrieved by the selection of the highest ranked Proposer may submit a written protest of the selection to the Single Point of Contact, identified on page 1 of this RFP, no later than seven (7) business days after the date of the selection notice. Selection protests submitted after this deadline will not be considered. Selection protests must identify the RFP number, discipline and project name it applies to, and must be in conformance with requirements set forth in [OAR 137-048-0240\(2\)](#). All costs of a protest shall be the responsibility of the protestor and undertaken at the protestor's expense.

3.11 PUBLICITY

Any publicity giving reference to this project, whether in the form of press releases, brochures, photographic coverage, or verbal announcement, shall be done only after prior written approval of the Port.

4.0 CONTRACT AWARD REQUIREMENTS & NEGOTIATIONS

The submittal requirements in this §4 apply only to a Proposer that receives intent to award notice following Port's evaluation and scoring of Proposals (and interviews, if conducted).

Cost information shall not be submitted as part of the Proposal package and shall be submitted only when requested by Port.

Failure to submit required submittal items in a timely manner may result in Port rescinding the intent to award notice and issuing notice of intent to award to the next ranked Proposer.

4.1 NEGOTIATIONS

The Port will negotiate the scope of work, costs, and any provisions it has expressly indicated as negotiable in the RFP or any Addenda, in the best interest of the Port. If the Port and the highest-ranked Proposer are unable to reach agreement within a reasonable period, the Port may, either orally or in writing, formally terminate negotiations. The Port may then enter into negotiations with the next highest-ranked Proposer and continue in order of ranking until a Contract is executed or the Port elects to end the solicitation. The determination of what constitutes a reasonable time for negotiation is at the sole discretion of the Port.

4.2 CERTIFICATES OF INSURANCE

Prior to Contract execution, selected Proposer shall provide certificates of insurance via e-mail for insurance coverage required in Exhibit C of the Sample Contract (RFP Attachment C).

4.3 TAX ID NUMBER

The selected Proposer shall provide their Taxpayer Identification Number (TIN) and backup withholding status on a completed [W-9 form](#) if either of the following apply:

- When requested by Port prior to Contract execution, or;
- When the backup withholding status or any other information of Proposer has changed since the last submitted W-9 form, if any.

4.4 BUSINESS REGISTRY NUMBER/REGISTERED AGENT

If selected for Contract award, Proposer must be duly authorized by the State to transact business in the State before executing the Contract. The selected Proposer shall submit a current Oregon Secretary of State business registry number (unless operating as your [real and true name](#)). See [process for obtaining a business registry number](#). All Corporations and other business entities (domestic and foreign) must have a Registered Agent in Oregon. See requirements and exceptions regarding [Registered Agents](#). For more information, see [Oregon Business Guide, How to Start a Business in Oregon](#) and [Laws and Rules](#). The titles in this subsection are available at the following Internet site: <https://sos.oregon.gov/business/Pages/default.aspx>.

5.0 GENERAL TERMS & CONDITIONS FOR THIS RFP

5.1 NON-DISCRIMINATION

Port, in accordance with the Title VI of the Civil Rights Act of 1964, 78 Stat. 252. 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all Proposers that it will affirmatively ensure that all business enterprises will be afforded full opportunity to submit Proposals in response to this solicitation and will not be discriminated against on the grounds of race, color, sex, or national origin in consideration for an award.

5.2 FUTURE WORK LIMITATIONS

(For these purposes, “Affiliate” or “Affiliates” of a consultant means any Person or entity that controls, is controlled by or is under common ownership or control with that consultant.)

- If a consultant is awarded a Contract to prepare an Environmental Impact Statement, Environmental Assessment or Categorical Exclusion for a project, that consultant and its Affiliates may prepare the designs/plans/specifications for the project or may propose under a separate solicitation to prepare designs/plans/specifications for the project only if Port concludes that the NEPA document was prepared with objectivity. Port is not obligated to proceed with final design for any alternative. All reasonable alternatives will be evaluated and given appropriate consideration, and consultant may not proceed with final design until the relevant NEPA decision documents have been issued (e.g., Categorical Exclusion, Finding of No Significant Impact, or Record of Decision).
- If a consultant or any Associate of consultant enters into personal services Contract(s) with Port for the purpose of advising or assisting in developing specifications, a scope or statement of work, an invitation to bid, an RFP or other solicitation documents and materials related to a given procurement, the consultant may not be eligible to propose/bid on the prospective procurement (based on a case-by-case assessment by the Port).

5.3 ELECTRONIC FILES LINKED OR ATTACHED TO RFP

This RFP document must be viewed electronically to access files, attachments, forms, provisions or other documents that are attached electronically (shown as icons) or provided via hyperlinks from the Internet in this RFP. All files, attachments forms, provisions or other documents attached electronically or linked from the Internet are incorporated in this RFP with the same force and effect as though fully set forth in this RFP.

5.4 PUBLIC RECORDS

Proposals shall be open to public inspection in accordance with [ORS 279C.107](#). If a Proposal contains any information that may be considered exempt from disclosure as a trade secret under either ORS 192.311(2) or ORS 646.461(4), or under other grounds specified in Oregon Public Records Law, ORS 192.311 through 192.478, the Proposer must clearly designate on or

with the Proposal the portions of its Proposal which Proposer claims are exempt from disclosure, along with a justification and citation to the authority relied upon. **Identifying the Proposal in whole as trade secret, confidential or otherwise exempt from disclosure is not acceptable. In such circumstances, Port will require Proposer to submit a memorandum citing the statutory justification for each specific area of the Proposal that Proposer claims to be exempt.** If Proposer fails to identify, on or with the Proposal, the portions of the Proposal Proposer claims are exempt from disclosure and the authority used to substantiate that claim, Proposer is deemed to have waived any later claim of an exemption or request for nondisclosure of that information. Port will not be held liable for any disclosure of information which Proposer considers to be exempt from disclosure if required by a Public Records Order. Notwithstanding any rights under 17 USC 101 et seq., (the United States Copyright Act), when Port is required to provide copies of the non-exempt portion of the Proposal pursuant to a Public Records Order, Proposer hereby grants a license to Port to copy those portions of the Proposal that are subject to disclosure.

5.5 USE OF RECYCLED PRODUCTS

Consultants/contractors shall use recyclable products to the maximum extent economically feasible in the performance of the Contract work set forth in this document.

5.6 RFP CANCELLATION

Port may reject any or all Proposals and may cancel this RFP at any time if doing either would be in the public interest as determined by Port. In no event shall Port have any liability for the cancellation of this solicitation.

ATTACHMENT A - PROPOSAL COVER SHEET

Part I – Proposer Information and References

RFP#: 2026-02NEPA; Project Name: PCIP Terminal Planning Project **Discipline:**

Legal Name of Firm as provided to IRS: _____

DBA Name (if different than legal name): _____

DUNS Number: _____	Is Proposer registered as a foreign corporation in Oregon? ☐ Yes ☐ No
☐ Corporation ☐ Professional Corporation ☐ Ltd. Liability Company ☐ Partnership ☐ Limited Partnership ☐ Ltd. Liability Partnership ☐ Sole Proprietorship ☐ Other:	
State of Incorporation/Organization:	
Mailing Address:	

Type name of authorized contact for this RFP: _____	
Email address: _____	
Telephone: _____	Fax: _____
Type name of person(s) authorized to sign Contract: _____	

REFERENCES

Provide references for 3 clients for which Proposer has provided, in the last 5 years, similar services to those described in this RFP (please verify contact information):	
1) Name of Firm: _____ Reference Contact Person _____	
Telephone: _____ email _____	
Project Title: _____	
Scheduled Contract Completion Date: _____	Actual Contract Completion Date: _____
Contract Est. Cost: _____	Contract Actual Cost: _____
Project Delivery Method: ☐ DBB; ☐ CMGC; ☐ DB; ☐ _____	
2) Name of Firm: _____ Reference Contact Person _____	
Telephone: _____ email _____	
Project Title: _____	
Scheduled Contract Completion Date: _____	Actual Contract Completion Date: _____
Contract Est. Cost: _____	Contract Actual Cost: _____
Project Delivery Method: ☐ DBB; ☐ CMGC; ☐ DB; ☐ _____	
3) Name of Firm: _____ Reference Contact Person _____	
Telephone: _____ email _____	
Project Title: _____	
Scheduled Contract Completion Date: _____	Actual Contract Completion Date: _____
Contract Est. Cost: _____	Contract Actual Cost: _____
Project Delivery Method: ☐ DBB; ☐ CMGC; ☐ DB; ☐ _____	

ATTACHMENT A - PROPOSAL COVER SHEET

Part II - Proposer Certifications

By signing below, the authorized representative on behalf of Proposer certifies that:

1. Proposer agrees to and shall comply with the terms and conditions of the sample Contract associated with this RFP and all requirements, specifications and terms and conditions contained within the RFP (and all Addenda, if any).
2. All contents of the Proposal (including any other forms or documentation, if required under this RFP) and this Proposal Cover Sheet, are truthful and accurate and have been prepared independently from all other Proposers, and without collusion, fraud, or other dishonesty. No attempt has been made or will be made by Proposer to induce any other person to submit or not submit a Proposal. Proposer understands that any statement or representation it makes, in response to this solicitation, if determined to be false or fraudulent, a misrepresentation, or inaccurate because of the omission of material information could result in a "claim" {as defined by the **Oregon False Claims Act**, ORS 180.750(1)}, made under the resulting Contract being a "false claim" {ORS 180.750(2)} subject to the Oregon False Claims Act, ORS 180.750 to 180.785, and to any liabilities or penalties associated with the making of a false claim under that Act.
3. Proposer has available the appropriate material, equipment, facility and personnel resources and expertise, or ability to obtain the resources and expertise, necessary to demonstrate the capability of the firm to meet all contractual responsibilities.
4. Proposer is not experiencing financial distress or having difficulty securing financing, and has sufficient cash flow to fund day-to-day operations throughout the proposed Contract period.
 - a. Within the last 3-year period, has your firm filed a bankruptcy action, filed for reorganization, made a general assignment of assets for the benefit of creditors, or had an action for insolvency instituted against it? YES ☐ / NO ☐.
 - b. If "YES" above, indicate the filing dates, jurisdictions, type of action, ultimate resolution, and dates of judgment or dismissal, if applicable:
5. Proposer has not been notified within the last 3-year period of any delinquent Federal, State or local taxes in an amount that exceeds \$3,000 for which the liability remains unsatisfied.
6. Proposer, its principals and major subcontractors (major subcontractor is defined as receiving 10% or more of the total Contract amount) have not presently, or within the last 3 years, been convicted of, indicted for, or otherwise criminally or civilly charged by a governmental entity with the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) Contract or subcontract; violation of federal or state antitrust statutes relating to the submission of bids or Proposals; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property.

7. Proposer has not and will not discriminate in its employment practices with regard to race, creed, age, religious affiliation, sex, disability, sexual orientation or national origin. And, pursuant to ORS 279A.110, Proposer has not and Proposer will not discriminate against a subcontractor in the awarding of a subcontract because the subcontractor is a disadvantaged business enterprise, a minority-owned business, a woman-owned business, a business that a service-disabled veteran owns or an emerging small business certified under ORS 200.055.
8. Proposer's employees and agents are not included on the list entitled "Specially Designated Nationals and Blocked Persons" maintained by the Office of Foreign Assets Control of the United States Department of the Treasury and currently found at <https://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default.aspx>
9. Proposer and its Principals, and any of its prospective subcontractors for this award are not presently debarred, suspended, disqualified, proposed for debarment or declared ineligible for the award of contracts by any federal Port or Port of the State of Oregon, and does not have an Active Exclusion on the System for Award Management (SAM) which is available at <https://sam.gov/>.
10. Proposer, acting through its authorized representative, has read and understands the RFP instructions, specifications, and terms and conditions contained within the RFP (including the sample Contract) and all Addenda, if any. The Proposal submitted is in response to the specific language contained in the RFP, and Proposer has made no assumptions based upon either (a) verbal or written statements not contained in the RFP, or (b) a previously-issued RFP, if any.

Signature:

Date:

(President or Authorized Representative of Proposer)

Print Name: _____

Title: _____

ATTACHMENT B – STATEMENT of WORK

B.1. NEPA Lead

The selected consultant will be responsible for assisting the Port in conducting the NEPA review, preparing an EIS, and completing related work within the agreed-upon schedule and approved budget. The USACE, as lead federal, agency will independently evaluate the environmental document and will take responsibility for its contents. The tasks below may involve coordination with and taking direction from the lead agency.

B.2. PHASE 1 SERVICES – PRE-NOTICE OF INTENT SUPPORT

Phase 1 services will occur prior to issuance of the Notice of Intent for the Environmental Impact Statement and will establish the environmental and permitting framework for the project.

Services are expected to include, at a minimum:

- In coordination with Port legal counsel, preparation of an Environmental Constraints Memorandum identifying key environmental resources, regulatory considerations, and potential fatal flaws.
- Development of a Permitting Strategy Report outlining federal and state permitting pathways, sequencing, and risk considerations.
- Support the Port in executing a Memorandum of Understanding (MOU) with USACE outlining lead agency/sponsor governance, EIS schedule and other related topics.
- Development of an Alternatives Screening Framework integrating NEPA, Clean Water Act, Section 4(f), Section 204(f), and applicable state requirements.
- In coordination with lead federal and cooperating agencies and Port legal counsel, identification and documentation of key technical and permitting including development of a risk register aligned with project permitting strategy and regulatory requirements and development of the risk management plan with procedures to address risks identified in the risk register
- Preparation of an Agency Coordination Plan, including engagement with USACE, cooperating agencies, tribal nations, and relevant federal and Oregon agencies.
- Recommendation on submitting application for the FAST-41 process.
- Development of a production schedule for scoped deliverables.
- Development of coordination protocols to support integration of environmental considerations across multiple consultant teams. The environmental consultant will establish requirements for environmental inputs needed from other consultant teams to support Federal decision-making, NEPA and permitting processes.

The consultant will support early coordination with federal agencies including USACE, National Marine Fisheries Service, U.S. Fish and Wildlife Service, and Oregon state agencies such as the Department of Environmental Quality, Department of Land Conservation and Development, Department of State Lands, and Oregon Department of Fish and Wildlife.

The consultant will also support development of a tribal engagement strategy, including coordination with affected tribal nations and integration with cultural resources compliance requirements and coordination with USACE to assure consistent messaging.

B.3. PHASE 2 SERVICES – NEPA DOCUMENT PREPARATION

Following selection of the other project consultants, the consultant will support preparation of the Environmental Impact Statement under the direction of USACE. All work products shall be prepared to meet applicable federal requirements and support a legally defensible NEPA process and environmental document.

The selected consultant will be responsible for satisfactory completion of the following tasks:

- Coordination and integration of technical studies prepared by other consultant teams (to include those previously prepared in support of the channel modification component of the project and the Risk Management Plan), including defining data needs, assumptions, and methodologies necessary to support NEPA and related analyses
- Support for scoping process and preparation of scoping materials
- Development of comment response matrix and support for public review processes (Draft EIS and USACE Public Notices)
- Preparation of all project-related documents, reports, and notices required by the lead agency.
- Preparation and/or dissemination of certain notices and presentation materials for public scoping meetings and public comment meetings on the EIS and USACE Regulatory/408/204(f) permit/permission application Public Notice (to be sent to affected and adjoining property owners pursuant to 33 CFR 325.3(d). Required work will include researching physical or virtual venues, preparing notices, developing materials for meetings, participating in meetings, and preparing reports summarizing the results of the scoping meetings/process, public comments and public meetings and potential hearings on the EIS and associated permit/permission applications.
- The contractor will prepare a summary of agency scoping comments/issues for subsequent agency review and concurrence. Scoping meetings and public comment meetings will be conducted.
- Preparation and maintenance of a computerized (sortable database) mailing list of agencies, officials, community/environmental groups, concerned citizens, affected

property owners and known interested parties. The Port will provide the initial agency and affected property owners list.

- Data collection and background literature review to support preparation of EIS, Biological Assessment(s), permit applications and related agency consultation documentation, as appropriate.
- Characterization of existing environmental conditions(including data collection efforts as they may be essential to a reasoned choice between alternatives), incorporation of issues identified during scoping, assessment of the significance of the potential environmental effects of the proposed project, identification of potential site, route, staging and facility location and alignment alternatives, (both locally and regionally) and determination of best management practices and mitigation necessary to avoid or reduce impacts to acceptable levels for the environmental topics listed in the section below. Studies shall take into account the reasonably foreseeable of project facility construction, operation and maintenance (requirements to include a plan for placement of dredge materials by USACE for the first 20 years post-construction required for 204(f) approval) for all proposed and alternative project facilities. Special expertise may be needed for areas of non-routine environmental sensitivity (such as marine and estuarine environments).
- Preparation of an EIS to meet the requirements of NEPA, the National Historic Preservation Act, Endangered Species Act, Clean Water Act, Marine Protection, Research, and Sanctuaries Act, Rivers and Harbors Act, other applicable laws and regulations, any additional requirements of the lead or cooperating agencies, and any relevant concerns identified in scoping and public meeting issues.

The EIS shall include, but not necessarily be limited to, the following sections:¹

- Cover Sheet
- Executive Summary (including Impact Summary Table)
- Background and Introduction
- Description of Proposed Project
- Alternative (including a table of reasonable alternatives dismissed from detailed analysis and justification for dismissal)
- Affected Environment
- Environmental Consequences
- Conclusions (including summary of unavoidable significant adverse effects) and Recommendations (mitigation measures, including mitigation monitoring plan)
- Agencies and Sources Consulted
- List of Preparers and Contributors
- References
- EIS Distribution List
- Index
- Comments and Responses (Final EIS only)
- Appendices and Technical Reports (including Essential Fish Habitat Assessment and Consultation Packages or links to their locations))

The Description of the Proposed Project and Alternatives should include, at a minimum, the following subsections:

- Purpose and Need for the Project
- Approvals, permissions funding and permit requests to be supported by the EIS
- General Design Parameters
- Construction Methods and Schedule
- Operation and Maintenance Procedures
- Alternatives (including No Action)

The EIS shall fully address anticipated impacts to the following resources from the project and associated topics (as applicable):

- Geology (including mineral resources and geologic hazards)
- Soils (including erosion control, sediment fate and transport and restoration/revegetation)
- Water Resources (surface water and groundwater hydrology and quality)
- Hazardous and Toxic Waste
- Biological Resources (including wildlife, vegetation, wetlands, aquatic biology, essential fish habitat, and threatened and endangered species, protected under the Marine Protection, Research, and Sanctuaries Act and other analysis necessary to support USACE's determinations of compliance with the CWA 404(b)(1) Guidelines) and compliance with compensatory mitigation requirements at 33 CFR Part 332)
- Invasive Species
- Land Use and Recreation
- Socioeconomics
- Visual Resources/Aesthetics
- Air Quality
- Coastal Zone Management Act (CZMA) Consistency
- Transportation
- Utilities
- Hazardous Materials
- Right of Way
- Noise
- Historic and Cultural Resources (to include Historic Properties under NHPA Section 106)
- Section 4(f)
- Public Infrastructure Stability and Safety, to include:
 - Highway, railroad, dam and levee safety, and channel structural integrity and safety, including:
 - Consideration of analysis of vessel maneuverability, as demonstrated by ship simulation studies coordinated with

USACE, the U.S. Coast Guard, and the Coos Bay Bar Pilots to validate safe channel design dimensions.

- Other Public Interest Factors
- In conjunction with the preparation of the EIS, the Proposer will also:
 - Prepare an agency review draft and a final Biological Assessment to evaluate potential effects to federally listed or proposed threatened and endangered species and designated critical habitat and recommended conservation measures that could be implemented to avoid, minimize or compensate for impacts.
 - Prepare an inventory report listing all resources in the Area of Potential Effect, to be recommended by the consultant but finalized by USACE as lead federal agency in support of the NHPA Section 106 review effort.
- Prepare supporting maps showing the location of all project facilities and related areas of disturbance, and pertinent resource data.
- Maintain ongoing review of potential environmental issues and assessment of adequacy of overall scope of the environmental analysis.
- Analyze comments and facilitate preparation of draft responses to comments on the ADEIS (Administrative), DEIS, and FEIS and related documents including the USACE permit/permission application public notice.
- Prepare camera-ready and 508-compliant, copies of the DEIS and FEIS and any required notices for submission to the District Engineer for printing and mailing.
- Develop and maintain a formal project management system to allow for weekly or biweekly, as mutually agreed, tracking of schedule and budget status for the prime contractor and any subcontractors.
- Participate in regularly scheduled Project Delivery Team meetings with the Port and federal partners and provides read-ahead materials, notes and supporting documentation.
- Maintain a decision file consisting of any factual, scientific, or technical information used, developed, or considered in the course of preparing the environmental document, including any correspondence with the USACE or with third parties.
- The FEIS must be completed within 2 years of the Notice of Intent, unless extended by USACE and must comply with the applicable statutory page limits for an EIS.
- In cooperation with Port legal counsel, support development and maintenance of the project file and supporting documentation necessary to ensure legal defensibility and compliance with applicable federal requirements

The consultant will assist with alternatives analysis, environmental impact evaluation, and coordination with cooperating agencies. Experience supporting legally defensible EIS documents and project files is required.

The consultant may also support implementation of the FAST-41 and Permitting Council processes, if applicable.

B.4. CONSULTANT TEAM COORDINATION

The PCIP project will involve multiple consultant teams retained under separate contracts to support planning, engineering, and technical studies.

The environmental consultant will serve as the primary lead for environmental compliance and NEPA documentation and will coordinate inputs from other consultant teams as necessary to support the environmental review process.

The selected environmental consultant will serve as the lead coordinator for environmental inputs across consultant teams and will be responsible for:

- Establishing methodologies and assumptions for environmental analyses
- Reviewing and validating technical inputs from engineering and technical teams
- Ensuring consistency between project design assumptions and environmental documentation
- Defining environmental data needs and technical input requirements for supporting studies prepared by other consultants

The consultant should describe their approach to maintaining integration between environmental review activities and ongoing planning and design work.

B.5. STATE, FEDERAL, AND TRIBAL COORDINATION

The consultant will assist the Port in coordinating with federal and state agencies and tribal nations with jurisdiction over the project, and coordination with any identified stakeholders or interested parties.

This will include coordination with USACE as lead federal agency, engagement with cooperating agencies, and coordination with federal and Oregon regulatory agencies related to water quality certification, coastal zone consistency, removal-fill authorization, land use, and fish and wildlife resources. In addition to those referenced in prior sections, regulatory compliance efforts and clearances anticipated to be required for the project include but are not limited to Coastal Zone Consistency Determination and CWA Section 401 Water Quality Certification. Depending on construction specifications, a permit under the Marine Mammal Protection Act (MMPA) may also be required. Services to be provided in support of the 204(f) approval include providing technical, economic, and operational data as required to support the USACE Navigation Division's evaluation of the Section 204(f) assumption of maintenance, including federal interest and long-term O&M cost-benefit analyses.

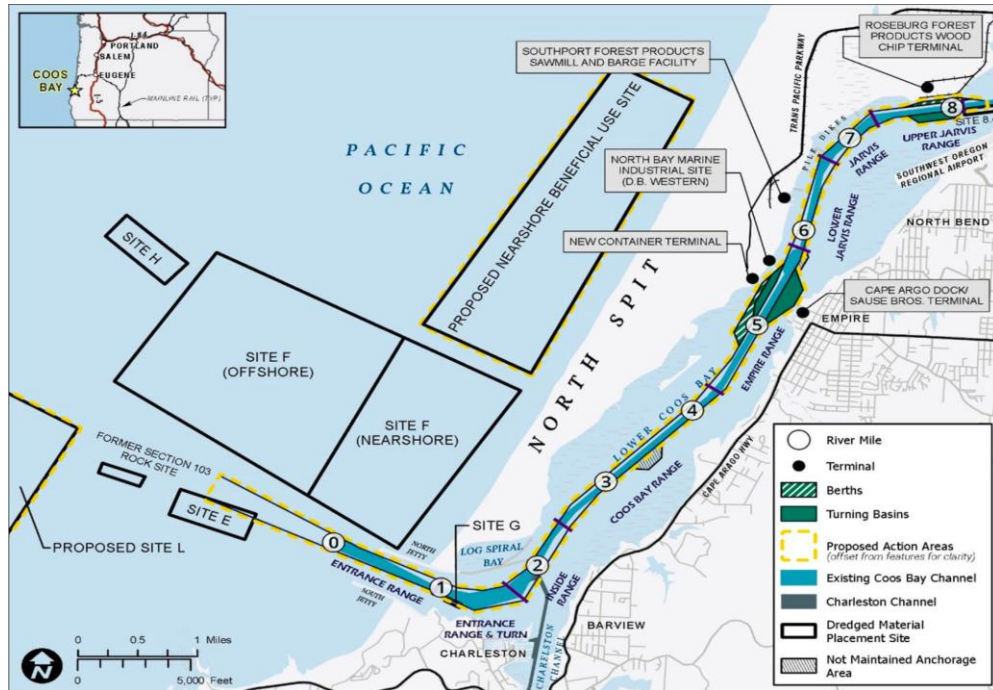
The consultant will also support government-to-government coordination with tribal nations and integration of cultural resources compliance, including Section 106 of the National Historic Preservation Act.

Firms should demonstrate experience working with federal agencies, tribal governments, and Oregon state agencies on large infrastructure or marine projects.

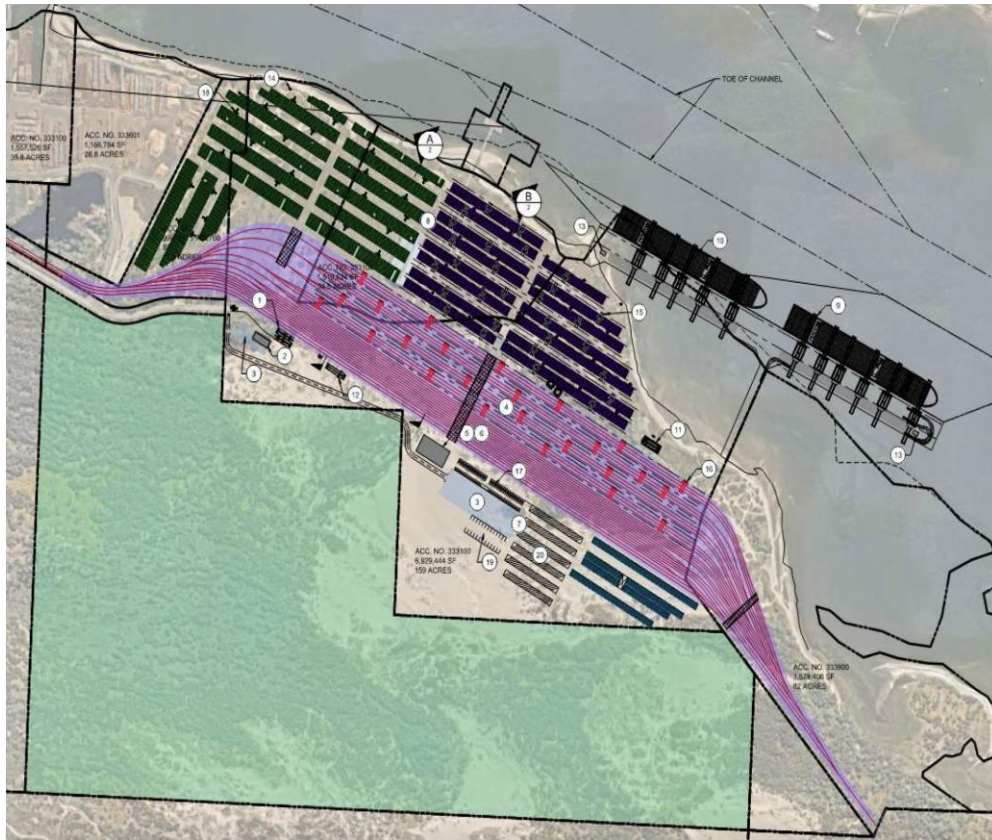
The firm will coordinate and assist in the execution of the Right of Entry (ROE) agreements and rail crossing agreements with individual land owners.

Geographic Scope

The scope of work will incorporate permitting Section 408 permission, and Section 204(f) approval efforts for all components of the PCIP project, including the modification of the Coos Bay Federal Navigation Channel, upgrades to the CBRL, and the construction of the new intermodal terminal and rail yard; This will include ancillary actions necessitated by the PCIP such as adjustment of tunnel height and modification or replacement of bridges to accommodate double-stacked cargo and re-routing of rail segments to lessen traffic effects.



Proposed Channel Modification

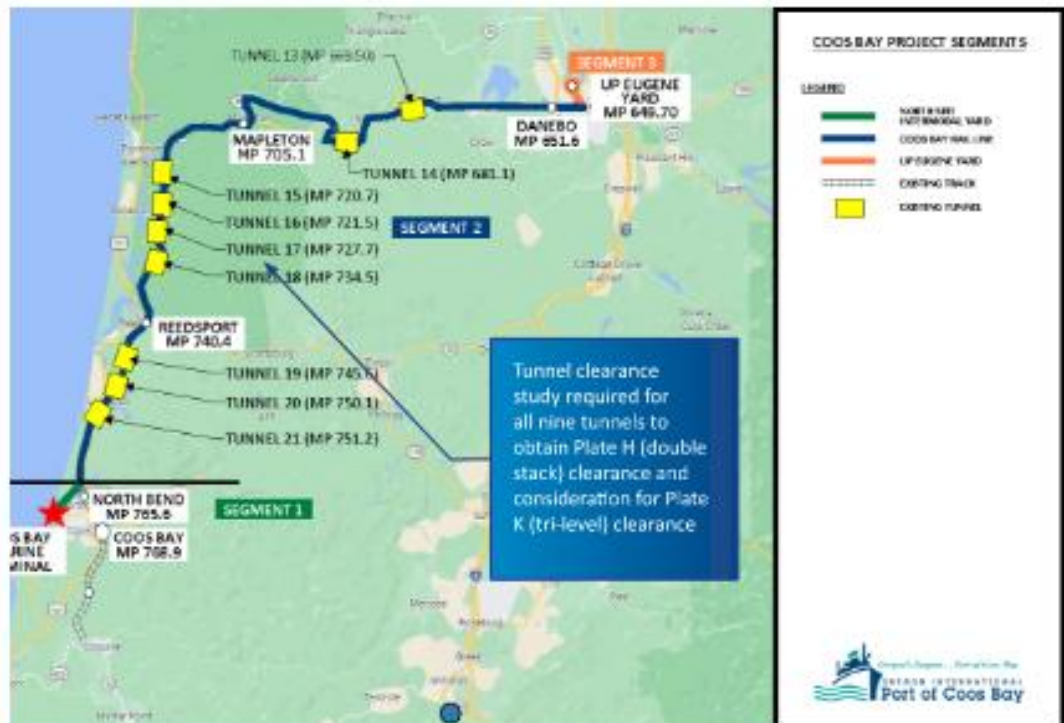


Intermodal Terminal Footprint (Conceptual Design)

TUNNEL IMPROVEMENTS

Tunnel work along the CBRL between Eugene and Coos Bay consists of nine tunnels in total, approximately 2.7 miles.

These tunnels are indicated in yellow on the map shown at right.



CBRL Rail Line

ATTACHMENT C – SAMPLE CONTRACT

The Sample Contract (including its terms, conditions and Exhibits) is incorporated into this RFP with the same force and effect as though fully set forth herein.

Attachment C is available as a separate file posted with this RFP at the following website:

[Attachment C - Sample Contracts](#)

ATTACHMENT D – FORM 1 – FIRST TIER SUB-PROPOSER DISCLOSURE FORM

OREGON INTERNATIONAL PORT OF COOS BAY
PROFESSIONAL TECHNICAL & EXPERT (PTE) SERVICES
FIRST TIER SUB-CONSULTANT DISCLOSURE FORM

PTE DISCLOSURE REQUIREMENTS

The Port's disclosure program was adopted to document the use of sub-consultants on Port projects whose total value exceeds \$100,000.

This Qualifications Based Selection requires submission by the Proposer of the First Tier Sub-consultant Disclosure Form. When the contract amount of a first-tier sub-consultant furnishing services, labor or labor and materials would be greater than or equal to \$10,000, the Proposer must disclose the following information about each sub-consultant:

1. The sub-consultant's contact information and Employer Identification Number (EIN or FED ID#)
2. The proposed scope or category of work that the sub-consultant will be performing

If the Proposer will not be using any sub-consultants that are subject to the above disclosure requirements, the Proposer is required to indicate "NONE" on the accompanying form.

Attachment D is required to be filled out partially with the written proposal and revised/completed with the cost proposal, when requested.

ATTACHMENTS: Form 1: Port of Coos Bay PTE First Tier Sub-consultant Disclosure Form

ATTACHMENT D

OREGON INTERNATIONAL PORT OF COOS BAY PTE FIRST TIER SUB-CONSULTANT DISCLOSURE FORM (FORM 1)

Proposers are required to disclose information about first-tier sub-consultants when the proposed cost of the Professional, Technical and Expert (PTE) service is greater than \$100,000, and when the contract amount of a first-tier sub-consultant furnishing services, labor or labor and materials would be greater than or equal to \$10,000. The Proposer must disclose the following information about each sub-consultant. Enter the specific expected dollar value for each sub-consultant (NOT acceptable to use > or < symbols).

Proposer Name:

QBS Solicitation Project:

Project Name:

SUB-CONSULTANT INFORMATION (PLEASE PRINT)		Scope/type of work
Firm Legal Name: Phone #: Email: Fax #: FED ID or EIN (No SSN#)		
Firm Legal Name: Phone #: Email: Fax #: FED ID or EIN (No SSN#)		
Firm Legal Name: Phone #: Email: Fax #: FED ID or EIN (No SSN#)		
Firm Legal Name: Phone #: Email: Fax #: FED ID or EIN (No SSN#)		
Firm Legal Name: Phone #: Email: Fax #: FED ID or EIN (No SSN#)		

1) If the Proposer will not be using any sub-consultants that are subject to the above disclosure Requirements, the Proposer is required to indicate "NONE" on this form.

2) All sub-consultants with contracts \$10,000 or over must be listed on Form 1.

3) Do not enter social security numbers on this form.

ATTACHMENT E – CRISI GRANT SCOPE OF WORK

4.3 Project Scope

The Recipient will notify FRA in writing of any requested changes in Project Scope and will not proceed with the changed scope unless approved by FRA in writing. If approved, changes to Project Scope may require additional environmental review or an amendment to this Agreement.

Task 1: Project Administration and Management

Subtask 1.1: Project Administration

The Recipient will perform all tasks required for the Project through a coordinated process, which will involve affected railroad owners, operators, and funding partners, including:

- North Point Development, LLC
- MARAD
- Army Corps of Engineers
- US Coast Guard
- FEMA
- FRA
- Union Pacific Railroad
- Oregon Department of Transportation

The Recipient will facilitate the coordination of all activities necessary for implementation of the Project. The Recipient will:

- complete necessary steps to hire a qualified consultant/contractor to perform required Project work, as necessary;
- hold regularly scheduled Project meetings with FRA;
- inspect and approve work as it is completed; and
- participate in other coordination, as needed.

The Recipient will demonstrate to FRA that it is carrying out the project benefits in the most cost-efficient manner.

Subtask 1.2: Project Management Plan

The Recipient will prepare a Project Management Plan (PMP), that describes how the Project will be implemented and monitored to ensure effective, efficient, and safe delivery of the Project on time and within budget. The PMP will describe, in detail, the activities and steps necessary to complete the tasks outlined in this Statement of Work.

The PMP will include a Project Schedule and Project Budget for the work to be performed under this Agreement. The Project Schedule will be consistent with the Estimated Project Schedule in Section 5.2 of this Attachment 2 but provide a greater level of detail. Similarly, the Project Budget should be consistent with the Approved Project Budget in Section 6.5 of this Attachment 2 but provide a greater level of detail.

The Recipient will submit the PMP to FRA for review and approval. The Recipient will implement the Project as described in the approved PMP. The Recipient will not begin work on subsequent tasks until FRA has provided written approval of the PMP, unless FRA has provided pre-award authority for such work under Section 6.6 of this Attachment 2. FRA will not reimburse the Recipient for costs incurred in contravention of this requirement.

FRA may require the Recipient to update the PMP. The Recipient will submit any such updates to FRA for review and approval, and FRA will determine if updates to the PMP require an amendment to this Agreement. The Project Budget and Project Schedule may be revised consistent with Article 5 of Attachment 1 of this Agreement without amending this Agreement.

Subtask 1.3: Project Closeout

The Recipient will submit a Final Performance Report as required by Section 7.2 of Attachment 1 of this Agreement, which should describe the cumulative activities of the Project, including a complete description of the Recipient's achievements with respect to the Project objectives and milestones.

Task 1 Deliverables:

Deliverable ID	Subtask	Deliverable Name
1.1	1.2	Project Management Plan
1.2	1.3	Final Performance Report

Task 2: Environmental Review

The Recipient will not commence work on Task 2: Environmental Review until FRA has approved the PMP deliverable described in Task 1: Project Administration and Management and provided written notification to proceed.

The Recipient will prepare all required documentation to comply with applicable environmental laws, including but not limited to the National Environmental Policy Act (NEPA), Section 106 of the National Historic Preservation Act, Section 4(f) of the US DOT Act, and Section 7 of the Endangered Species Act, as well as applicable implementing regulations and guidance. The Recipient will provide FRA with sufficient information to determine the NEPA Class of Action and will prepare the environmental documentation as detailed in the PMP. The PMP will identify information and activities necessary to perform and complete the required environmental review.

Task 2 Deliverables:

Deliverable ID	Deliverable Name
2	Final NEPA Documentation

Task 3: Preliminary Engineering

The Recipient will not commence work on Task 3: Preliminary Engineering until FRA has approved the PMP deliverable described in Task 1: Project Administration and Management and provided written notification to proceed.

The Recipient will complete and submit a preliminary engineering (PE) design set to FRA for approval, as specified in the PMP. The PE design set includes engineering from concept through up to 60% design level, as detailed in the PMP, which includes but is not limited to necessary field surveys, operational analysis, legal due diligence, and preparation of drawings and cost estimates. The PE Design Set will include all design development and Project delivery documentation, along with eligible and allowable cost estimates, with associated project milestone timelines necessary to demonstrate the effectiveness, feasibility, and readiness of the Project to move into the final design phase.

The Recipient will consult FRA regarding any ground-disturbing activities (e.g., geotechnical boring, trenching, tree clearing, vegetation removal, etc.) to occur in support of design prior to the completion of NEPA for the Project. The Recipient must not proceed with such activities until FRA has reviewed and provided in writing a notice to proceed. FRA will comply with all applicable Federal laws and regulations including but not limited to Section 106 of the National Historic Preservation Act and Section 7 of the Endangered Species Act.

Task 3 Deliverables:

Deliverable ID	Deliverable Name
3	PE Design Set

4.4 Implement Required Environmental Commitments

None.

ATTACHMENT F – INFRA GRANT SCOPE OF WORK

SCHEDULE B PROJECT ACTIVITIES

1. General Project Description.

This planning project will advance environmental review, permitting, and preliminary engineering and design for the intermodal terminal component of the larger PCIP project, including the railyard, container yard, wharf, and berths.

2. Statement of Work.

Component 1: Preliminary Engineering and Design

Objectives:

- Geotechnical & Basis of Design
- 30% Design
- 60% Design

Specific scope items will include:

- Civil Engineering: Grading & Yard Design, Fire Design, Rail Design / Modeling, Compressed Air Design, Stormwater Design and report, Water Design, Sewer Design, Lift Station Design, Analysis / Design Dune Risk
- Coastal Engineering: Dredging, Slope Protection, etc.
- Structural Engineering: Wharf Design, Building Design, Bridge Design, Trestle Design, Electrical Design, Architectural Design
- Field Work - Geotech, Surveying, etc.

Component 2: Environmental and Permitting

Objectives:

- Environmental Studies/NEPA
- Permitting

Specific scope items will include:

- Environmental/NEPA: NEPA Project management, Air Quality (Baseline/Emissions/greenhouse gas (GHG) Evaluation), Ambient Noise (In-Air and In-Water Noise), Surficial Soils and Dunes, Habitat Characterization and Mapping (terrestrial, wetland, tidal, subtidal), Wildlife Surveys (e.g., bald eagle nests, wading bird rookeries, etc.), Hazardous, Toxic and Radioactive Waste Characterization (Phase I and lead remediation plan and sampling), Historical,

Archeological, Planetological, Tribal studies, Land Use/Ownership, Recreational Use, Socioeconomics, Scenic/Aesthetic Baseline (Including Light Source Analysis), Transportation Baseline (worker vehicle, truck, trains on North Spit)

- Permitting: Land Use Plan Changes, 404/10, Removal Fill, Water Quality Certification 401, CZMA, Programmatic Agreement (Section 106), NMFS MMPA, USFWS CAR, Biological Opinion (BO) Incidental Take, Oregon Department of Fish and Wildlife Habitat Mitigation, and Tribal Coordination

Component 3: Project Administration and Management

Contract management, procurement, funding administration and compliance, stakeholder engagement, and day-to-day project management to ensure all scopes are moving forward in a timely and efficient manner.

3. Documents Describing Mitigation Activities.

None.

ATTACHMENT G – CONFLICT OF INTEREST DISCLOSURE/CERTIFICATION



ATTACHMENT 9.2.1 (12509-SPD EIS SOP)

Conflict of Interest Disclosure Form (Consulting Firm/Corporation/Company)

1. CONFLICT OF INTEREST DECLARATIONS

Pursuant to the Council on Environmental Policy's regulations concerning the National Environmental Policy Act at 40 CFR §1506.5(c) for an Environmental Impact Statement (EIS) for Pacific Coast Intermodal Port ("Project") in Coos, Douglas and Lane Counties, Oregon, I hereby certify on behalf of _____ ("Corporation"), as _____ Contractor, the Corporation does not have, and has not had, any financial or other interests in the outcome of the Project under development, nor any vested interest in the proposed future development in the Project area, nor any financial or other interests in other related developments undertaken by _____ or any potential developers, local governments, or other public Agency(s); nor any financial or other interests in any mitigation that may be developed in relation to the Project.

The Corporation has worked for, or is currently working for _____ on the following project(s) (include any foreseeable, upcoming project(s):

in the following capacity:

Explain why the work on the above listed project(s) would not (or should not) influence the Corporation's ability to objectively participate with the EIS team (attach additional sheets if necessary).

I certify on behalf of the Corporation, the Corporation will provide copies of all original surveys, data, reports, or other documentation received or prepared by any of the consultants that pertain to the Project, or immediately surrounding property, to the Lead Agency(s). Further, all such environmental documentation, intended for submittal as part of the EIS, once it reaches a stage suitable for review, will be forwarded concurrently to the Lead Agency(s) (U.S. Army Corps of Engineers and ____), other EIS consultants, and the stakeholders' representatives (unless specified otherwise by

the Lead Agency(s)). This will ensure all work produced by EIS consultants is given directly to the Lead Agency(s), and will not receive any editing, interpretation, or other alteration by a person or entity, prior to its submission.

2. CONFIDENTIALITY OF INFORMATION

By signing this Agreement or serving on the EIS team, the Corporation agrees to use reasonable care to hold in confidence and not disclose any proposals, competitive technical information, and competitive cost or price information submitted to the Lead Agency(s) that are identified as "proprietary" or "trade secret" or otherwise "confidential." The Corporation agrees to use such proprietary or confidential information only for the purpose of supporting the preparation of the EIS, and will not make independent use of or publish or release any such information except to the extent necessary to accomplish the work of the Lead Agency(s).

Proprietary, trade secret, or confidential pricing and technical information does not include information which is published or otherwise in the public domain through no fault of the receiving party; can be demonstrated by the receiving party to have been in its possession prior to receipt through the preparation of the EIS; is obtained by the receiving party without restriction from a third party; is independently developed by the receiving party by individuals who have not had either direct or indirect access to such information; or is disclosed by the receiving party to a third party with the written approval of the disclosing party without any restriction. The Corporation shall not be liable for disclosure of any information that is obligated to be disclosed by order of a court of competent jurisdiction. Corporation shall not be liable for accidental or inadvertent disclosure or use of proprietary or confidential information received during the environmental review process if such Corporation shows that he or she employed the standard of reasonable care stated herein in protecting and handling such information, and that the Corporation made reasonable efforts to retrieve any such accidentally or inadvertently disclosed information and took additional measures to reasonably prevent any further unauthorized disclosure and use of the proprietary or confidential information.

3. CERTIFICATIONS

I hereby acknowledge that I have read and understand the above and do certify that I will comply with these requirements.

Signed: _____

Date: _____

Title: _____