

QUESTIONS & RESPONSES #02**CONTRACT NUMBER: PA000000105****RFP/RFQ TITLE: On-Call Renewable Fuels Strategic Support****CONTACT: Michelle Walker, Procurement Analyst****EMAIL: procurement@portoftacoma.com****PHONE NUMBER: 253-888-4744****QUESTIONS DUE DATE: Wednesday, September 24 @ 2:00 PM (PST)****Q&A ISSUE DATE: Wednesday, October 22, 2025**

#	Question	Answer	Question #
1	Will there be a Federal grant for this project and are the Attachment D Federal flow down clauses applicable to this RFP?	There is no grant associated with this contract at this time.	Q-003174
2	Contract terms section 6: ICF will need to maintain ownership of our existing intellectual property. Is this an issue with NWSA?	No, if awarded, NWSA will negotiate Ownership of IP.	Q-003174
3	Do the ATTACHMENT B – PERSONAL SERVICES CONTRACT TEMPLATE & TERMS AND CONDITIONS contain all the contract terms, or will there be further contract terms to be agreed to by the parties post award?	If any of the Terms & Conditions Change, they will be posted to procurement website by Addendum. Terms & Conditions will not be negotiated post award.	Q-003174
4	In the second paragraph in item A on page 2, which states that "the successful respondent may be restricted from participating in subsequent contracts that arise directly from the work performed under this procurement", what conditions would lead to a contractor being precluded from competing for or participating in subsequent contracts? Please clarify the types of engagements that NWSA anticipates being the "direct result of or primarily generated by the work performed".	See Addendum 01	Q-003174
5	Scope of Services: Are you anticipating any additional Green Corridor projects (outside of the 2 mentioned above) during the scope of this project?	We do not currently have plans for additional green corridors.	Q-003185
6	Deliverables: Please clarify whether the proposal should include a recommended breakdown of deliverables for the Task Orders or whether you are looking for the Consultant to provide a list of recommended deliverables and the Task Order process will take place after the contract is awarded.	Task orders, including deliverables, will be negotiated as needed after the contract is awarded.	Q-003185
7	Qualifications & Experience 2.b) Please provide more information about the architectural services request and what type of support NWSA is looking for here.	No architectural services are required. Inclusion of this line was an error and can be ignored.	Q-003185
8	Qualifications & Experience 3.a). Are there domestic / international travel expectations for the consultant regarding this project? Are you anticipating travel to South Korea to work with any of the Green Corridor stakeholders in person? If so – what is the anticipated travel cadence?	No international travel is expected to support this work; technical work is expected to be local to Tacoma/Seattle.	Q-003185
9	Does NWSA expect one or more Task Orders to be subject to Federal Acquisition Regulation (FAR) rates, flow-down terms and conditions? If no, can vendor assume all Task Orders will be subject to NWSA's Standards Terms and Conditions, as provided in Appendix B?	There are no federal grants associated with this work.	Q-003194
10	Other than the Federal flow downs provided, does NWSA have any specific grants that it might apply for to use as part of developing its overall renewable fuel strategy? Without this knowledge, it is difficult to understand what grant specific requirements proposers might be subject to. Suggest that NWSA clarify how it sees contracting between selected proposer and NWSA should a specific grant be obtained.	No grants are currently expected to be used to fund this work. If, for whatever reason, grants are secured in the future for this work that allow use of existing contract mechanisms, the NWSA would explore amending the contract to incorporate any new requirements.	Q-003194
11	Does NWSA anticipate travel to one or more locations in the Pacific Northwest to support execution against one or more Task Orders? If yes, to what degree? Suggest clarifying this as it will need to be incorporated into compensation response per Attachment C instructions	Site visits may be necessary for assessments or case studies of storage and/or fueling infrastructure installation at specific sites. Specific travel requirements and costs would be negotiated as part of the Task order budgets. respondents should summarize travel needed to perform site visits in the Puget Sound region.	Q-003194
12	Currently, what people resources are assigned to managing the scope of services from NWSA? Are those full-time or part-time resources?	One or more project managers from the Air Quality and Sustainable practices team will manage the work on NWSA's side and will serve as point(s) of contact for the consultant. These project managers are full time staff.	Q-003194
13	Other than the Initial Evaluation Phase Outline in the RFP, should vendor prepare the response for proposals according to any other specific outline defined by NWSA?	No, there is no standard template. Please organize documents in order of INITIAL EVALUATION PHASE (Pg 5-7)	Q-003194
14	Attachment C (cost breakdown) includes a Table to provide cost by Deliverable. The RFP Compensation section contemplates providing fully burdened rates only. Since Task Orders are not known at this point, can we assume vendors are not to fill out the Deliverable Table on Attachment C?	That is correct, please fill out rates only. Revised Attachment C posted to website.	Q-003194
15	For Attachment C (cost breakdown) can you provide some context for the "Experience" column? Is this just job level, or number of years, etc.?	Job Level	Q-003194
16	RFP page 6 of 16, 2. b) Bullet 2 uses the term "architecture services." Please clarify or confirm this should be changed to consulting services or something similar.	Yes, inclusion of this line was an error. This can be ignored or changed to consulting services, or something similar.	Q-003194