

**QUESTIONS & RESPONSES #03****CONTRACT NUMBER: PA000000122****RFP/RFQ TITLE: Zero-Emissions Terminal Planning Support****CONTACT: Michelle Walker, Procurement Analyst****EMAIL: [procurement@portoftacoma.com](mailto:procurement@portoftacoma.com)****PHONE NUMBER: 253-888-4744****QUESTIONS DUE DATE: Wednesday, October 8, 2025, @ 2:00 PM (PST)****Q&A ISSUE DATE: Friday, October 10, 2025**

#	Question	Answer	Question #
1	Are the engineering designs for key near term ZE CHE deployments expected to be 100% stamped engineering packages ready for bid? If not, can you clarify the level of design expectation (e.g., 30%, 60%, etc.).	We anticipate the engineering design for EB1 CHE deployments will be 100%, stamped, ready for bid (Task 10). Other engineering analyses performed as part of planning/roadmapping tasks are expected to be planning level (i.e. ~10%).	Q-003149
2	We would like to request a two week extension to the proposal deadline to allow us to assemble the right team for the bid.	Extended 2 weeks, See Addendum 01	Q-003149
3	Can you provide clarity on the level of detail on the design for Task 10? Does the NWSA have an idea for example of the number of charging stations expected to be designed, the percent design etc.?	We expect the design will be for approximately 5-10 charging stations for forklifts and/or yard tractors. We anticipate this design will be 100%, i.e. up through ready to go out to bid.	Q-003169
4	Will there be an interest/teaming form where interested parties can submit and then others can reach out to form teams?	We will not be facilitating formation of consultant teams to respond to this procurement. We will consider a single proposal developed by a team of consultants. Teams of consultants should describe how they will coordinate and work together to complete the entire scope of work.	Q-003190
5	Can you bid on the non-engineering tasks? Would you consider splitting this work into two different contracts?	We are seeking a consultant or team of consultants to deliver the project. Proposals will be scored based on their coverage of the entire scope of work.	Q-003190
6	Does the Port of Tacoma own or operate any vessels directly to consider in the study?	The study will not consider vessels owned by the Port of Tacoma or The Northwest Seaport Alliance. Vessels that would connect to shore power are ocean-going ships owned/operated by international shipping lines.	Q-003195
7	Will as-built drawing be provided for existing equipment to assist in inventory in Task 1 and 6?	As-built drawings may be provided as available to assist with infrastructure planning and design tasks.	Q-003195
8	When was the last arc flash analysis performed on existing equipment?	The last arc flash test was conducted at WUT in 2018 and at EB1 in 2019.	Q-003195
9	Do personnel need to be NFPA 70B compliant including regular infrared auditing?	Proposers should assume this certification is necessary	Q-003195
10	Roughly how many pieces of electrical equipment are on site?	Please clarify what is meant by electrical equipment.	Q-003195
11	The RFP references that NWSA recently completed the South Harbor Electrification Roadmap (SHERM). Can that document be provided?	Yes, we have posted the SHERM summary report as an attachment	Q-003191

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12	The RFP calls for "Complete engineering design" to be completed under Task 10. Can NWSA clarify if this means 100% issued for construction designs, or conceptual designs? If 100% designs are required, can NWSA provide further clarification on the scope of the design efforts (number of chargers, charger types, number of sites, utility upgrade requirements, civil requirements, etc.)	100% design will be required, including bid package, but continued assistance through bid and construction will not be a part of this contract. We expect that the full design performed in Task 10 will be for 5-10 pieces of equipment (primarily forklifts) at EB1 Terminal only. We expect the civil upgrades to be determined during the design, but anticipate typical upgrades needed for charging corrals. The design should include coordination with the utility to identify any potential utility upgrades, assist with new service application, etc.	Q-003191
13	Has the NWSA identified preferred charging technologies for cargo-handling equipment (CHE), such as plug-in, inductive, or other systems?	No, preferred technologies will be identified through this planning process.	Q-003191
14	Has any operational analysis already been conducted to determine the zero emission vehicle energy needs for CHE at WUT and EB-1 terminals?	High level analysis was performed as part of the SHERM analysis based on operational schedules and terminal verbal reports of shifts and number of equipment that operate in regular and peak conditions. This planning study will likely need to re-do this analysis using the latest information, as the prior analysis is now dated.	Q-003191
15	Have any zero-emission vehicle types or battery specifications been identified or recommended for consideration for this study?	Not for most of the equipment covered by the planning work, we expect the consultant to help recommend appropriate technology assumptions as part of the planning work. In some cases, at EB1, our fleet manager has identified types of equipment to be purchased in the near term (i.e. about 5-10 pieces of equipment).	Q-003191
16	Does the existing CHE fleet have usage data logging capabilities, and if so, will that data be made available to the selected consultant?	Available information on the existing fleet will be made available to the consultant, which includes information like equipment engine specifications, annual hours of operation, and in some cases, fuel usage. To our knowledge, telematics, GPS and other advanced fleet data is not available.	Q-003191
17	Can you confirm that the EPA Clean Ports Program Planning grant funding is secured through the full project period of performance, ending December 31, 2027?	Yes, the EPA Clean Ports period of performance runs through 12/31/2027.	Q-003201

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18	Section D. "Deliverables" specifically lists the emissions scenario tools be provided in excel file format. Is it required or preferred that the scenario tool is excel-based or would NWSA consider a custom Power BI dashboard or 3rd-party software platform? Does subscription cost for a 3rd party platform impact this answer?	We are open to accepting the emission scenario tool in other software platform.	Q-003201
19	Is the infrastructure review and engineering design include ZE fuels infrastructure (e.g., hydrogen, ammonia), or is it solely focused on electrification?	The scope may include electrification and fuels infrastructure. We will be looking to the consultant leading the planning work to identify the best technologies for the duty cycles involved, with close engagement with the terminal operators.	Q-003201
20	Is the new South Harbor Electrification Roadmap (SHERM) available for review?	Yes, we have posted the SHERM summary report as an attachment	Q-003201
21	Does the RFP scope extend beyond cargo handling equipment, shore power, and fleet vehicles to include other SHERM elements such as buildings?	Terminal master planing will include the electrical system layout needed to serve future demands, including mobile sources and buildings. However, actual building energy audits and analysis beyond high level identification of electrification or other efficiency opportunities are out of scope for this analysis.	Q-003201
22	Can NWSA confirm that the near-term infrastructure design (Task 10) is limited to the 40 pieces of cargo-handling equipment at EB-1, or are additional assets included?	We anticipate design for Task 10 to cover approximately 5-10 pieces of equipment that will be purchased in the next 2-3 years. All 40 pieces are relevant for planning tasks.	Q-003201
23	Attachment B, Section 11 does not specify insurance limits. Would NWSA consider capping aggregate insurance requirements at \$2 million?		Q-003201
24	Would NWSA consider including a limitation of liability (capped at insurance limits) and a waiver of consequential damages in the final agreement?		Q-003201
25	Is a more detailed design and construction schedule available for Task 10, beyond the high-level milestone of Q4 2027?	No, the schedule will be developed as part of the design process	Q-003201
26	Should proposals for Task 10 include permitting, bidding, and construction support services, or is the scope limited to design only?	No, this task only includes design, up to 100% and preparing the bid package.	Q-003201
27	Has a construction budget been established for Task 10 infrastructure improvements?	No, the construction schedule will be established as part of the design process	Q-003201

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28	Are any of the powered assets included in the scope required to have redundant power systems?	There isn't an existing policy requiring this to our knowledge. However, resiliency should be considered as part of the analysis.	Q-003201
29	Are existing electrical record drawings available for EB-1 Terminal to support infrastructure design?	Yes, drawings for the existing infrastructure are available.	Q-003201
30	Please can you provide the overall project scope for Task 10 full design "Complete engineering design for key near term ZE CHE deployments at EB-1 Terminal?	100% design will be required, including bid package, but continued assistance through bid and construction will not be a part of this contract. We expect that the full design performed in Task 10 will be for 5-10 pieces of equipment (primarily forklifts) at EB1 Terminal only. We expect the civil upgrades to be determined during the design, but anticipate typical upgrades needed for charging corrals. The design should include coordination with the utility to identify any potential utility upgrades, assist with new service application, etc.	Q-003202
31	Does the total contract value include the full design Task 10 scope?	Yes, our intent is for the not to exceed number to include full design, up to 100% design and bid package (excluding permitting, bidding, and construction support)	Q-003202
32	Contract Exceptions		Q-003198 Q-003197 Q-003196
33	Can you please describe how this planning and engineering support scope fits with the other parts of the CAQP project and/or other ongoing initiatives that will be handled by NWSA or others?	The NWSA's CAQP project includes this terminal planning/ZE equipment infrastructure design and design of a shore power system at Washington United Terminal. These project elements are related but mostly separate. The NWSA plans to perform a second procurement for the shore power design	Q-003247
34	Will NWSA handle coordination between the consultant and those working on other parts of the CAQP" Clean Ports Program: Climate and Air Quality Planning Competition (CAQP) project, or other projects?	The NWSA will assist with coordination between this element of the CAQP project and others.	Q-003247

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35	Question # 7- "Will as-built drawing be provided for existing equipment to assist in inventory in Task 1 and 6?" was answered "As-built drawings may be provided as available to assist with infrastructure planning and design tasks." NEW QUESTION: - Do you have as-builts and/or any other infrastructure-related drawings and, if you have them, will you provide them when requested?	We have already pulled electrical site plans, and riser diagrams for WUT and EB1 and will provide those, at a minimum, when requested. We expect to be able to find other record drawings as needed, but will need to do further investigation when data needs are recieved to ensure the information is available.	Q-003296
36	Task 3 states: "Assess the cost and feasibility of potential ZE technology implementation strategies" QUESTIONS: (1)Would you please provide a breakdown by asset type? (2) Is the current asset allocation by type the same as what is desired by the terminal for the ZE equipment? Put differently, is the terminal currently expecting a 1-to-1 replacement schedule, pending any input from the analysis? This will be helpful to estimate the expected time and cost associated with performing this analysis.	(1) The numbers provided here are meant to be a rough order of magnitude ONLY. Engagement with tenants and operating partners, as well as the NWSA's fleet manager will be needed to get exact, up to date numbers. WUT: ~6 RTGs, 70 yard tractors, 20 top picks/reach stackers, 20 forklifts. EB1: ~35 forklits, 5 yard tractors. (2) We exect replacements to be 1 for 1, unless duty cycles do not allow based on battery constraints. The consultant will need to help us determine the right approach. Given that most ZE technology can make it through 2 shifts per day with opportunity charging, we believe it likely that these replacements will be 1:1 in most cases, but cannot guarentee this will be universally true.	Q-003296
37	Task 4 QUESTION: - Would you please make the SHERM available so that we can better understand existing conditions? This will be helpful to estimate the expected time and cost associated with performing this analysis.	The summary report will be added as an attachment to this procurement. Proposers should assume that facility specific data needed for the SHERM analysis will be made available for use in this project.	Q-003296
38	Task 4 states: "Resiliency measures and innovative energy technologies should be considered to reduce costs and/or further reduce emissions." QUESTIONS: (1) Do you mean resiliency measures only directly related to the CHE, for example, Solar/BESS that can supplement grid service, or do you mean any resiliency measures that could be considered/implemented across all terminal activities? (2) Do you mean innovative energy technologies only directly related to the CHE, for example, wireless CHE charging technology, or do you mean any innovative energy technologies that could be considered/implemented across all terminal activities?	(1) The focus of the resiliency considerations should cover the CHE fleet. If these solutions/analysis could cover more applications while not exceeding budget, we would consider that added (but not required) value. (2) The focus of the innovative energy considerations should cover the CHE fleet. If these solutions/analysis could cover more applications while not exceeding budget, we would consider that added (but not required) value.	Q-003296

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39	Task 8 states: "Planning assessment to identify key infrastructure projects needed to enable deployment of ZE technologies, including shore power and ZE CHE." QUESTION: - Is this intended to produce the same deliverable as Task 3, which states, "Assess the cost and feasibility of potential ZE technology implementation strategies based on equipment and infrastructure costs and emission reduction potential" or does is this task asking for a different type of assessment? This is especially important because this Task 8, as stated, sounds more like Task 9 than Task 3, which would therefore make Task 8 or 9 redundant.	Task 8 is intended to be a higher-level version of tasks 3 and 4, performed for the EB-1 terminal (as opposed to WUT). It is distinct from Task 9 in that Task 8 assesses infrastructure needs, while Task 9 is the plan for implementing infrastructure projects and fleet deployments.	Q-003296
40	Task 8 states: "Consider resiliency measures and innovative energy technologies." QUESTIONS: (1) Do you mean resiliency measures only directly related to the CHE, for example, Solar/BESS that can supplement grid service, or do you mean any resiliency measures that could be considered/implemented across all terminal activities? (2) Do you mean innovative energy technologies only directly related to the CHE, for example, wireless CHE charging technology, or do you mean any innovative energy technologies that could be considered/implemented across all terminal activities?	(1) The focus of the resiliency considerations should cover the CHE fleet. If these solutions/analysis could cover more applications while not exceeding budget, we would consider that added (but not required) value. (2) The focus of the innovative energy considerations should cover the CHE fleet. If these solutions/analysis could cover more applications while not exceeding budget, we would consider that added (but not required) value.	Q-003296
41	Section A of the RFP describes the period of performance as 3 years from the execution of the contract. The proposed schedule in Section C shows the majority of the contract work completed in Q4 2026 and final reports completed in Q4 2027. Can you elaborate on the overall contract schedule? Is there any work anticipated in year 3 of the contract?	There is no work anticipated in year 3 and the grant funding expires at the end of 2027. The contract term is conservative to ensure time for closeout.	Q-003351
42	Task 3 references the assessment of potential ZE technology implementation strategies based on equipment and infrastructure costs. Can NWSA clarify the expected level of detail for cost estimates in this task? For example, should costs be presented as high-level planning estimates (e.g., order-of-magnitude or parametric), or is a more detailed line-item or unit-cost breakdown expected for each strategy?	The cost estimate for task 3 and other planning tasks will be planning level/order of magnitude. Only the engineering design task (task 10) is expected to be more rigorous.	Q-003355

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43	Tasks 4 and 8 reference that resiliency measures should be considered. Can NWSA clarify whether these tasks are intended to be informed by the existing Resilient Gateway: Vulnerability Assessment and Response Framework Summary report, or if new resiliency analysis is expected to be conducted as part of this scope?	The resiliency analysis should be limited to the electrical system and electrified equipment. We expect the output to be on the level of detail of a list of recommendations and future considerations to ensure continuity of operations. More detailed analysis of some electrical system elements that may contribute to resiliency (like battery energy storage) should be considered as part of the terminal energy system planning tasks. We expect that the Vulnerability Assessment and Response Framework Summary report will likely provide foundational background information on the organization's	Q-003355
44	Can NWSA further define the intended focus of resiliency planning in this context? For example, should the analysis prioritize backup power systems and electrical redundancy, climate-related risks such as sea level rise and storm surge, or a comprehensive review of all potential resiliency challenges?	The resiliency analysis should be limited to the electrical system and electrified equipment and should consider all reasonable risks. We expect the output to be on the level of detail of a list of recommendations and future considerations to ensure continuity of operations. More detailed analysis of some electrical system elements that may contribute to resiliency (like battery energy storage) should be considered as part of the terminal energy system planning tasks.	Q-003355
45	Tasks 5 and 9 call for a high-level evaluation of workforce training policies and safety procedures. Can NWSA clarify the expected level of detail for this evaluation?	This evaluation will be high level, we expect the output to be in the form of a detailed list of recommendations for the NWSA to further pursue.	Q-003355
46	Task 6 includes a review of asset management processes. Can NWSA clarify the intended scope of this review? Specifically, is the consultant expected to evaluate fleet and equipment replacement schedules, maintenance protocols, and lifecycle planning for cargo-handling equipment and electrical infrastructure? Will the review also include other asset classes such as buildings, light-duty vehicles, or terminal-wide infrastructure systems?	The review of asset management process will be focused primarily on physical infrastructure. We are looking for recommendations on how to ensure that the electrical systems and other infrastructure associated with electrification stays in good working order.	Q-003355
47	Does NWSA currently utilize any asset management platforms or systems (e.g., CMMS, GIS, telematics, or other digital tools) that will be made available to support this review?	We have a GIS tool with facility/asset info and engineering drawings embedded; though there are data gaps.	Q-003355
48	Can you indicate where the SHERM summary report attachment is located?	Posted to website 10/10/25	Q-003355

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49	Does the port anticipate the consultant to provide services during final design related to environmental permitting, geotechnical investigation, or potholing?	No, we expect permitting/environmental to be done in house, or as a separate task order.	Q-003350
50	Bid extension if possible: +1 week on feedback on below clarifications.	We have already extended this 2 weeks and will not be issuing another extension	Email
51	<p>Clarification of: General:</p> <ul style="list-style-type: none"><li>•Would it be possible to postpone the proposal submission date by one week after the other questions in this email have been addressed? The purpose of these questions is to ensure we avoid making assumptions that may not align with the actual conditions of the plant and the key objectives of the project.</li><li>•What is the current maturity level of the Terminal's Energy Management?</li><li>-No management</li><li>-Tracking only utility bills for electricity, natural gas, diesel, or other energy sources</li><li>-Informal Energy Management System, with significant energy users identified and monitored</li><li>-Defined KPIs, baselines, targets, or an ISO 50001 certified unit, process, or company</li><li>•What is the current maturity level of the Terminal's Emissions Management?</li><li>-No GHG emissions management</li><li>-Just stacks emissions (if applicable) monitored due to legal requirements</li><li>-Informal Emissions Management System, with Significant carbon Emission Sources Identified and monitored.</li><li>Defined KPIs, Baselines, Targets</li><li>-GHG Protocol or similar methodologies implemented to account for CO2 emissions (at least Scopes 1 and 2)</li><li>•Does the terminal use renewable energy currently?</li><li>•Our team operates with a global infrastructure, and we understand that resources from other countries may be utilized to support these consultancies. Please confirm this understanding and let us know if there are any 'Made in America' restrictions we should consider when selecting our specialist team.</li></ul>	<p>1) We have already extended this 2 weeks and will not be issuing another extension 2) No energy management 3) We do regular emissions inventories at the port level following the GHG protocol. We have overarching port goals, which apply to both terminals, but no terminal specific targets established. 4) Renewable diesel is used at EB1; grid electricity from Tacoma Power is 97% renewable. But there is no onsite renewables generation. 5) Made in America restrictions do not apply to services, but the proposer should review the grant agreement attached to the solicitation and the EPA's general terms and conditions to ensure that they can comply.</p>	Email
52	<p>Clarification of: Data Availability and Access</p> <ul style="list-style-type: none"><li>•What level of detail and format is available for current equipment inventories, operational data, and electrical infrastructure at WUT and EB-1?</li><li>•Will NWSA facilitate access to site personnel and data sources for initial data collection?</li></ul>	We will have access to existing cargo handling equipment and vehicle specifications (make, model, engine hp, etc.) and utilization (i.e. hours of operation and miles). We expect to be able to provide electrical drawings for both terminals, electrical site plan and risers at a minimum. The NWSA will facilitate access to the site and meetings with key personnel for data/information collection.	Email



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53	Clarification of: Emissions Inventory Methodology •Does NWSA have a preferred methodology or set of emission factors for calculating air pollutants and GHGs, or should we propose our own approach? We can present our methodology in a virtual conference if the team is available to attend. •Is the specific reporting tool only that NWSA would like us to use for the emissions inventory and scenario tool deliverables other than excel?	you can propose your own EI approach, but it should be compatible with the GHG protocol. We are open to non-excel formats, but will need to ensure that we have access/licenses to any other software used to develop/run the tool.	Email
54	Clarification of: Stakeholder Engagement •Who are the key internal and external stakeholders we should plan to engage with during the planning and design process?	Internal: NWSA project manager/air quality team, NWSA engineering team, NWSA planning and resilience team, NWSA fleet manager/maintenance team. External: Washington United Terminals, any other entities you would need to engage to get pricing/specifications on electric cargo handling equipment and vehicles.	Email
55	Clarification of: Engineering Design Expectations (EB-1) •For this scope, we are considering an AACE Class 5 conceptual engineering level (10% engineering maturity) for each qualifier decarbonization initiative . If additional project details are required, we can provide a specific proposal for each initiative at a later stage once the concept has been defined. Please confirm understanding. •Are there existing utility upgrade plans or should we coordinate directly with Tacoma Power and other relevant agencies? Alternatively, can we assume that all interactions with Tacoma Power and other agencies will be handled by the contractor?	Class 5 estimates are the right level of effort for all planning tasks. however, task 10 will require a final design (100%) for 5ish charging stations that will serve forklifts. You should build in time for engagement with the utility. The NWSA team will likely assist with that engagement.	Email
56	Clarification of: Workforce Training and Safety •Can we be sent the list of existing workforce training and safety programs at the terminals?	This data will need to be gathered as part of the project. The outcome from this task is expected to be a detailed list of recommendations, not comprehensive terminal safety plans	Email
57	Clarification of: Project Schedule and Milestones •Are the milestone dates outlined in the RFP fixed, or is there flexibility if additional time is needed for data collection or stakeholder engagement? •What is the preferred frequency and format for project updates and progress meetings?	There is flexibility in the timing of completing interim milestons. The hard deadline for the project of end of 2027 is firm though, as the EPA funding expires at the end of 2027. While there may be need for more frequent meetings at times, a cadence of every 2-4 weeks would be appropriate for regular, standing, project progress updates.	Email

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58	Clarification of: Grant and Compliance Requirements •There was a reference to “Attachment D” for the generic U.S. ENVIRONMENTAL PROTECTION AGENCY Grant •Agreement, but the attachment was not in the document. Will NWSA provide guidance or templates for grant-related documentation?	If we are understanding the question properly, "Attachment D" may be referring to the attachment to the solicitation entitled: attachment_d-5y-02j92701-0.pdf. We will work with the selected contractor to ensure that all necessary guidance and templates are provided for grant reporting.	Email
59	Clarification of: Site Access and Security •What is the process for arranging site visits and access to terminal facilities, and are there any specific security or safety protocols we need to follow?	Site visits will be coordinated through the NWSA project manager and/or engineering team. PPE, especially visibility gear is required on the terminals. TWIC credentials are preferred (but not required, presuming escort certified TWIC holder accompanys you)	Email
60	Clarification of: Preferred Communication Protocol •Is there a preferred process or point of contact for ongoing questions and clarifications during the proposal development phase?	Please direct questions to Michelle Walker: mwalker@portoftacoma.com	Email