

Proposal Request for Port of Pascagoula Strategic Development Plan

The Port of Pascagoula is soliciting proposals from interested firms to provide the port with professional services to complete a comprehensive Strategic Development Plan. The following information provides minimum deliverables, terms and conditions, evaluation criteria, submittal requirements, and a tentative process schedule. We encourage firms to demonstrate creativity and provide their best approach to delivering a strategic facility plan. This plan should include the following areas: West Bank Harbor, East Bank Harbor, Singing River Island, and the International Paper Site.

Port of Pascagoula's Organizational Goals:

1. Develop a port infrastructure plan that modernizes the port while focusing on the diversity of cargo
2. Increase Port Competitiveness among Gulf Coast Ports
3. Serve as Economic Engine for Region
4. Promote Workforce Development and Diversity
5. Expand Green Port and Technology Initiatives
6. Increase Cargo Growth

Plan Objectives: Creation of a 5 and 10-year Strategic Development Plan, with various-year benchmarks, for capital improvements encompassing new facilities, renovation, expansion, redevelopment, or repurposing of existing facilities; and a Terminal Development Plan for sequential growth by identifying needs, creating a critical path to achievement delineated by a prioritized project list with timeline and funding, aligned with organizational goals.

Minimum Deliverables

1. Develop a plan to support and enhance the Port of Pascagoula's mission and goals and review and update it as needed.
2. Complete market-based cargo and demand forecast: high, medium, and low cargo forecasts by direction of trade (import/export) and in five-year increments over a 10-year horizon.
3. Perform capacity assessment for each terminal, road, and rail connection, identify enhancement opportunities, and recommend improvements to facilitate the transportation of goods from the port to the end user.
4. Meet with terminal operators and other Port stakeholders in individual and group settings to understand their infrastructure needs for future port development.
5. Provide prioritized existing facility capital development, redevelopment, and expansion projects with cost estimates and timelines (in 5-year increments).
6. Provide Final Plan Deliverable, including all data, analysis, and graphical representation in both paper and electronic formats.

Other Terms and Conditions:

1. This is intended to be awarded as a Not-to-exceed task order under a professional services contract. Progress reports will be required to accompany invoicing for payment on percentage completion of respective interim deliverables.
2. Identify and provide interim deliverables on the work plan (schedule of values or percentage effort, rough and prefinal drafts of deliverable documents.)
3. Target completion of all tasks three months from issuance of Task Order.

4. The plan should be a usable document capable of being updated, meaning it will be delivered in a format that can be easily adapted and revised in response to unexpected changes and events occurring over the next 10 years.
5. Any proprietary software licenses needed to utilize the electronic format of the deliverable described above shall be included as part of that deliverable component(s).
6. Offerors can provide alternative approaches and/or consultants for cargo and demand forecasts.

Completed Relevant Studies

The Port of Pascagoula will make all relevant past plans and studies available to the three short-listed firms before interviews via a shared file site to avoid replicating past/existing planning efforts.

Scoring/Selection Criteria

Port of Pascagoula will use the following criteria (not in order of priority) in evaluating each submission:

1. Qualifications, skills, and applicable experience of the principals and team members
2. Experience managing projects of similar size, scope, and complexity.
3. Ability to perform the work within the schedule, evidenced by sufficient qualified staff
4. The ability to demonstrate a clear understanding of the objectives of this project
5. Overall strength of proposal approach and methodology

Submittal Requirements

Questions: Questions regarding this proposal are due January 30th, 2024, at 12:00 PM (Noon). Please send all written questions via email to scoggin@portofpascagoula.com. Responses to all questions will be distributed to all teams within five working days.

Submissions: Proposal submissions are due on February 14th, 2024, at 4:00 PM. No Proposal shall be considered if it arrives after the deadline. Proposals can be emailed to scoggin@portofpascagoula.com in PDF form or delivered to 3033 Pascagoula Street, Pascagoula MS, 39567

1. Provide a work plan with a Gantt chart, including interim deliverables and timelines.
2. Please limit proposals to 10 pages (excluding team member resumes, organization charts, and previous).
3. Provide your firm's latest port project as an example of final deliverables.

Tentative Process and Schedule for Firm Selection:

Issue the invitation	January 16, 2024
Questions Due	January 30, 2024
Proposal Due Date	February 14, 2024
Scoring Committee	February 16, 2024
Short List	February 19, 2024
Interviews	February 21-29, 2024
Select Firm	March 4, 2024
Issue Work Order/Proceed	March 12, 2024
Completion of all deliverables	June 30, 2024