

5. PROPOSAL FORM

5.1. BASE PROPOSAL FORM

TO: VIRGIN ISLANDS WATER AND POWER AUTHORITY

BASE PROPOSAL

Pursuant to and in compliance with the Request for Proposal relating to project of:

**GEOGRAPHIC INFORMATION SYSTEM PROJECT FOR ELECTRICAL
TRANSMISSION AND DISTRIBUTION SYSTEM, US VIRGIN ISLANDS, VIRGIN
ISLANDS WATER AND POWER AUTHORITY**

The undersigned, having carefully read, examined and become familiar with proposed project and the scope of work and with local conditions affecting the performance and costs of the work at the place where the work is to be completed, hereby proposes and agrees to fully perform the work in accordance with the proposed contract documents, including furnishing any and all labor and material, and to do all of the work required to collect, process, and complete said project in accordance with contract documents, for the following firm base price of:

See Section 5.2 for Proposal Price Breakdown
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_____Dollars

SCHEDULE OF RATES

Offeror shall include its Schedule of Rates effective for the project duration with its BASE PROPOSAL.

EXCEPTIONS

The Offeror shall list and explain in its proposal any exceptions to the requirements stated in the Request for Proposal. All exceptions will be reviewed during the evaluation of the RFP's.

***See attached Redlined Insurance requirements and Terms and Conditions. ***

5.2. PROPOSAL BASE PRICE BREAKDOWN

The Offeror shall breakdown the base proposal indicated above according to the representation below.

Electric Distribution Asset Payment Schedule:				
	Pricing			Notes
Deliverable / Service	Quantity	Price per Feature	Price	
Project Setup and Mobilization			\$200,000	Invoiced Upon Contract Execution.
Pole, Meter and Underground Inventory	110,935	\$25.54	\$2,833,279.90	GPS pole, meter and underground location and collect requested attributes and phasing with connectivity modeling. Only meters that are readily accessible and not located behind locked doors or fences will be captured with GPS and meter information. Project completion in 12 months with no shut down after pilot.
Streetlight Night Audit	16,646	\$8.58	\$142,822.68	Visit streetlight locations during nighttime hours to audit the status of the lights.
Tagging Options				
Pole Tagging (No Equipment)	40,985	\$2.96	\$121,315.60	Price per tag to apply a 1.5" circle 12mil one hole tag on the poles. Tags will be placed in random sequence at an approximately 6 foot high level. Materials to be provided by DRG. DRG is open to discuss optional tagging methods. Pricing includes shipping and handling.
Pole Tagging (With Equipment)	550	\$22.03	\$12,116.50	Price per tag to construct a tag in the field in regards to equipment type and location of the pole. Cost consist of a plastic sleeve holding a maximum of 9, 1" plastic characters. If additional characters are required it will result in additional cost of materials and time to construct and apply. Tags to be applied at an approximate 6 foot high level. Materials to be provided by DRG. DRG is open to discuss optional tagging methods. Pricing includes shipping and handling.
Tagging (Phasing)	809	\$11.22	\$9,076.98	Price per pole that a tag is applied to identify phasing. Tags will be constructed in the field based on phasing with 1' plastic characters in a plastic sleeve. Tags to be applied at an approximate 6 foot high level. Materials to be provided by DRG. DRG is open to discuss optional tagging methods. Pricing includes shipping and handling.
Tagging (AMI Equipment)	583	\$21.26	\$12,394.58	Price per tag to construct a tag in the field in regards to equipment type and location of the pole. Cost consist of a plastic sleeve holding a maximum of 9, 1" plastic characters. If additional characters are required it will result in additional cost of materials and time to construct and apply. Tags to be applied at an approximate 6 foot high level. Materials to be provided by DRG. DRG is open to

				discuss optional tagging methods. Pricing includes shipping and handling.
Tagging (Underground Equipment)	1,451	\$12.11	\$17,571.61	Price per underground device to apply up to 5, 1" adhesive characters to generate a device number. Naming convention can be discussed. Additional characters may result in additional cost for materials and time to apply. Materials to be provided by DRG. DRG is open to discuss optional tagging methods. Pricing includes shipping and handling.
Picture Options				
Picture (Pole/Meter/Underground Device)	110,935	\$1.75	\$194,136.25	Price per picture for each light, meterbase and underground device. Any additional pictures required will result in addition charge at this rate.
Transformer Picture and Transcribe	7,503	\$12.65	\$94,912.95	Price per picture for equipment nameplate and to transcribe information into data. Pictures to be taken at ground level with a high resolution anti-shake camera.
Underground Equipment and Manholes				
Open Underground Enclosures (Dead Front Only)	1,451	\$65.65	\$95,258.15	Price per device to open dead front underground equipment to verify assemblies, connectivity and phasing. DRG is not authorized to physically break the plane of the enclosure during the audit of the device. A non-contact phasing device will be used to verify phasing.
Manholes - Hourly	2,100	\$1,413.45	\$2,968,245.00	Price per hour based on 3 hours per manhole for 700 manholes. This includes the cost of the manhole safety and entrance and traffic control. Price does not include permits or disposal of water pumped from the manhole. Time subject to fluctuate depending on transit between each manhole, setup of traffic control depending on volume and the amount of water each may need to be pumped. Price includes the collection of attributes within the manhole.
Hourly Field Rate				
Hourly Field Rate		\$120.00		Hourly field rate for any review and field collection needing to be captured after initial collection pass (job orders) and any field collection training that may be requested in reference to Addendum No. 3. The amount of job orders may impact the schedule and is requested that per 8 hours applied is assumed as 1 day not to be applied in the event of a penalty due to schedule constraints. Hourly rate also applies in the instance that personnel is asked to be on standby for issues found in the field such as safety hazards.

Symbiosa Project Management and Service fees

Service	Pricing			Notes
Symbiosa Services	Quantity		Price	
Symbiosa Onsite Project Meetings	As needed/per Occurrence		\$10,000/Per, Plus Travel Costs	Symbiosa intends to provide remote meetings and training unless travel is absolutely necessary. Onsite meeting will be scheduled with travel on Monday and Friday.
Symbiosa Project Management and GIS Deliverable Consulting	One Time Fixed Cost		\$60,000	Fixed cost to cover Project Management, Delivery Review and Data Loading.
Partner Map Viewer and Staking Configuration.	One Time Fixed Cost		\$40,000	Symbiosa Configure new Partner Map Viewer and Staking to GIS interface to accommodate new WindMilMap GIS data structure provided by field inventory.
Symbiosa Professional Services	Hourly		\$175/hr	Symbiosa Professional Services include but are not limited to the following RFP items: Section 4.7 subsections L, O, Q, R, S and T.
Symbiosa Work Order Posting Services	Hourly		\$125/hr	Symbiosa Work Order Processing and Posting to GIS. Any necessary collaboration with VI WAPA staff to process and complete any work order will be billed at normal Symbiosa Professional Services rate.
Initial Consulting and scope determination of Section 4.7 Addendum 3, Subsection U parts (A and B).	Fixed Cost		\$10,000	This consult is solely to evaluate the viability of completing Section 4.7 subsection U parts (A and B) and scope of work to complete the item. It does not include any actual interface or configuration

5.3 QUESTIONNAIRE (MANDATORY)

The undersigned guarantees the truth and accuracy of all statements and answers contained herein.
(Include additional sheets if necessary)

1. How many years of experience in performing of GIS mapping for a utility has your organization had?

Symbiosa has been providing GIS mapping services to utilities including assisted field inventory services, GIS data conversions, software integration, and GIS hosting and work order updates since its inception in September 2010, 11 years ago.

DRG has been providing GIS/GPS Inventory Services for over 27 years. Relationships with Milsoft and Partner Software for over 25 years and has completed multiple projects with clients using both Windmil Map and Partner.

2. List experience your firm has performing GIS work like this scope of work in Caribbean or mountainous terrain.

Symbiosa does not provide boots on the ground field inventory data collection services and has partnered with Davey Resource Group as a subcontractor for their experience in gathering data in the Caribbean and mountainous terrain to fulfill the requirements of this RFP fully.

DRG has performed numerous projects across the US in Mountainous terrains. Montana, Utah, Washington State, Colorado, Vermont, Georgia, Tennessee and many others. DRG is very familiar with the complexity of working in Mountainous regions. DRG has also completed the Inventory for BELCO (Bermuda Electric Company)

3. Demonstrate your understanding of the project scope and your firm's plan to complete the work as outlined in the scope and applicable attachments.

Symbiosa views this RFP in multiple facets. The first facet is providing professional consulting/assistance to VIWAPA on the new data structure of the WindMilMap Geographic Information System as we work with DRG to receive data deliverables from the inventory. The second and largest facet of this project is the actual field-based data inventory of existing electrical facilities on St. Thomas, St. John and St. Croix. The third facet is assisting VIWAPA with evaluating, developing and implementing new workflow processes and GIS software integration that can assure that this new Geographic Information System is able to be consistently maintained moving forward, perpetually. This facet will be accomplished by having Symbiosa post work orders for VIWAPA during the inventory to gain understanding of existing staking processes and shortfalls that are occurring in data gathering at VIWAPA. The fourth facet encompasses VIWAPA's engineering design services and addresses consulting on the possible integration between the HTE accounting system and the Partner Field Design System. This facet addresses possible job data passing between the two systems, staking sheet enhancements, and parts and labor costing information being provided to the Partner System to create cost estimates.

Please see accompanying proposal for additional details on the field collection detailed workflow process.

4. Provide the professional resume of your intended Project Manager with your proposal.

Symbiosa and DRG teams are imbedded in the general proposal pages 33-35.

5. Provide a list and description of all equipment, personnel, and software to be used on the project.

Symbiosa has partner with Davey Resource Group, and DRG will provide all equipment, personnel and software used in the field inventory process. Symbiosa personnel and their resumes are included in the proposal. We will use VIWAPA existing Partner Staking Software and WindMilMap GIS to accomplish the necessary integration and configurations to make this project successful.

Please see proposal pages 15, 16 and 17 of Proposal for Equipment used in the field data collection process.

6. Please include industry standard certifications, quantities of each to be used.

Symbiosa is a MultiSpeak Consultant Integrator. Please see <https://www.multispeak.org/integrator-list-getting-help/?wpvintegratortype=consultant> for more information on MultiSpeak Consultant Integrators. MultiSpeak is the data integration standard used to export Partner Software work order data to the WindMilMap GIS.

7. Describe your approach for GIS processing (i.e. data collection, data integration, data reporting, video capturing, and mode of transportation).

Symbiosa has partner with DRG to provide these services as part of the field inventory facet of the project.

Please see pages 11-25 of proposal for detailed field collection workflow and data integration explanation.

8. Provide the resumes of the key individuals that will work on this contract.

Please see page 33,34 and 35 of proposal for key personnel Resume.

9. Provide background information for your health and safety policy program.

Symbiosa will provide practically all of its services remotely and in the event of on-site meetings will follow any protocols required by VIWAPA.

Please see pages 36-45 on DRG's safety and Covid -19 policy.

10. Provide MWBE utilization plan for the work in your proposal

DRG staff will be living on the islands for the duration of the project. Rental accommodations, purchasing gas as well as eating out.

11. Specify the electronic format and methodology your company will use for weekly progress reports.

Please see pages 21-25 for detailed weekly reports and communications that our team will provide.

Provide the following reference information regarding your most recent work(s):

Symbiosa Project References

Name and address of owner:

Jason Wright – Line Superintendent
Wheatland REA
Wheatland, WY
307-322-2125

Start Date: 2010 - Current

Assisted Field Inventory and Continuing GIS hosting and support for WindMilMap and Partner Software System. Full Professional Utility GIS Management for systems and integration.

Name and address of owner:

Nash Summers – System Engineer
Clark County REMC
Sellersburg, IN
(812) 246-3316

Start Date 2012 - Current

Data Conversion from Origin GIS to WindMilMap – Continuing hosting and support for WindMilMap and Partner Software System. Full Professional Utility GIS Management for systems and integration.

Name and address of owner:

Ambi Blyden
VIWAPA
St. Thomas, USVI

Per Previous accepted and completed proposal between VIWAPA and Symbiosa

DRG field Inventory Services References. – Additional Milsoft References are on page 31 in the proposal.

Name and address of owner: Beauregard Electric Cooperative, 1010 East First Street, Deridder, LA 70634

Name and telephone number of contact person: Bill Cook, 337-463-6221

Equipment: GPS, Tablet Computers

Work Scope: Full GPS inventory of all overhead and underground distribution assets following Hurricane Laura. Data was collected and delivered in Windmil Map.

Start Date: October 2020

Completion Date: June 2021

Project Cost: \$600,000

Name and address of owner: Entergy, 9585 Pecue Blvd, Baton Rouge LA 70810

Name and telephone number of contact person: Ken Mancuso, 225-745-6005

Equipment: GPS, Tablet Computers, Photographs

Work Scope: Inventory of 110,000 poles and associated equipment following Hurricane Laura. Full distribution verification with photographs

Start Date: October 2020
Completion Date: March 2021
Project Cost: \$1,200,000

Name and address of owner: Otter Tail Power, 215 South Cascade Street, Fergus Falls MN

Name and telephone number of contact person: Scott Gunderson, 218-739-8862

Equipment: GPS, Tablet Computers

Work Scope: Full Distribution Inventory of all overhead and Underground distribution. Data is collected in ESRI.

Start Date: August 20200

Completion Date: January 2023

Project Cost: \$3,200,000

Have you personally inspected the site(s) of the proposed work? Describe any anticipated problems with the site and your proposed solutions.

DRG has not been physically onsite to inspect the work. However thru Google Earth and other resources DRG has reviewed the islands.

Will you sublet any part of this work? If so, give details.

The boots on the ground field inventory data collection and GIS data delivery services will be subcontracted to Davey Resource Group. DRG information is part of our response.

Is the business a: Sole-Proprietorship, Partnership, Corporation? (circle one)

Please mark (with an X) the included documentation or accepted terms in your proposal.

	YES	NO
Performance bond included	_____	<u>X</u> _____
Liquidated damages accepted	_____	<u>X</u> _____
Insurance included	<u>X</u> _____	_____
General Contract Terms accepted	_____	<u>X</u> _____
Payment schedule accepted	<u>X</u> _____	_____
Valid VI Business License	<u>X</u> _____	_____
Submittals (Project schedule, etc.)	<u>X</u> _____	_____

Note: If any marked "NO", please explain:

Symbiosa is currently in the process of requesting an exemption from a VIWAPA Business License requirement due to lack of necessity for an office on the islands and work being completed remotely in the State of Colorado for this project. DRG has a USVI Business license and that is part of the proposal response.

Performance Bond is Marked as No. Nowhere in the RFP or Contract is there a mention of providing a performance Bond. Symbiosa Team is assuming that no performance bond is required.

General Terms and Conditions: Symbiosa Team has taken exception to several conditions in the Contract. Those are redlined and open for negotiation.

Liquidated Damages: DRG accepts the Liquidated damages in the Contract. However, section 2.4 of RFP Liquidated damages of \$900/Day penalty is not acceptable. This is typically not applied to services of this nature.

Insurance Requirements: Symbiosa Team has taken exception to some of the Insurance requirements that don't pertain to the scope of work required. Those redlines have been provided.

The names of all persons interested in the foregoing Proposal as principal are:

Andrew W. Belvan – President, Symbiosa Inc. Principal

(NOTE: If Offeror Proposal or other interested person is a corporation, give legal name of corporation, state where incorporated and names of president and secretary; if partnership, give name of firm and names of all individual co-partners composing the firm; if Offeror PROPOSAL or other interested person is an individual, give first and last names in full.)

Symbiosa, Inc. S-Corporation


Incorporated in the State of Colorado, United States of America

Andrew W. Belvan, President and Secretary

Licensed in accordance with 27 Virgin Islands Code Section 303 and with license number:

Symbiosa – in process – requesting exemption

Davey Resource Group – License #FP0116602

SIGN HERE: 

Andrew Belvan, President

Symbiosa, Inc.

Signature of Offeror

(NOTE: If Offeror is a corporation, set forth the legal name of the corporation together with the signature of the officer or officers authorized to sign contracts on behalf of the corporation. If the Offeror is a partnership, set forth the name of the firm together with the signature(s) of the partner or partners authorized to sign contracts on behalf to the partnership.)

Business Address: Symbiosa, Inc. 2625 Redwing Rd. #315, Fort Collins, CO 80526

Telephone Number: 970-672-8212

Facsimile Number: Scan to email – awbelvan@symbiosa.com

Date of Proposal: Dec. 14th, 2021

END OF PROPOSAL FORM