



HAINES BOROUGH  
HAINES, ALASKA



# PUBLIC NOTICE

## REQUEST FOR PROPOSALS VISITOR SHUTTLE SERVICE

The Haines Borough seeks proposals from qualified individuals or firms to offer shopper/visitor shuttle service from the Port Chilkoot Dock to the Haines Visitor Center and other designated stops during visits of large cruise ships not currently providing this service. The contract will also include shuttle service to and from the ferry terminal and Visitor Center and other designated stops for Haines' large events. The successful respondent will be provided signage and a designated parking spot at the dock during visits of these ships, and be authorized to charge passengers the fee included in their proposal. Limited Borough funds may be available under this RFP.

The proposal deadline is: **4:00 p.m., Thursday, March 21, 2013**. Proposals must be written and submitted to the Borough Clerk's Office, Haines Borough (mailed to: P.O. Box 1209, Haines, AK 99827, or hand-delivered to: 103 Third Ave. S, or faxed to: 907-766-2716, or emailed to: jcozzi@haines.ak.us). Any submissions after the deadline will be considered only if no timely and viable proposals were received. All proposals shall include certification of the ability to meet each of the criteria in the Scope of Work below and a proposed per-passenger fee for offering the service.

### **Scope of Work:**

**Cruise Shuttle** - The work involves operating at least one permitted vehicle with a capacity of at least 22 passengers each between the Port Chilkoot Dock and designated stops as noted on the attached official route map. [Note: the route may require alteration depending on road construction scheduled to take place throughout the season.] The vehicles must meet all dockings of the large ships (20 scheduled calls of the Statendam, Zaandam and Grand Princess) and provide consistent and continuous round-trip service until the time of the ship's boarding for departure. The service will be provided from May 22 through September 18, 2013.

**Event Shuttle** – The work involves at least one permitted vehicle with a capacity of at least 22 passengers each between the Haines Ferry Terminal and the Visitor Center / Fort Seward for the following events: Great Alaska Craft Beer & Homebrew Festival and Southeast Alaska State Fair. The vehicle(s) will also go between Fort Seward Parade Grounds and Fairgrounds for Klwane Chilkat International Bike Relay (KCIBR). Schedule for shuttles will be determined closer to events and will correlate with ferry arrival/departure times.

**Permitted Vehicles:** those with Haines Borough-approved Commercial Passenger Vehicle and Port Chilkoot Dock Parking permits. Respondent must document that the vehicle is operated by an appropriately-licensed driver. Type and quality of vehicle will weigh into contract decision. The shuttle must be maintained in a clean, safe condition on the inside and outside.

The Borough reserves the right to reject any and all proposals, to waive any informalities or technicalities, and to negotiate with the low bidder.