



VIRGINIA INTERNATIONAL TERMINALS, LLC  
1431 International Terminal Blvd, Norfolk, VA 23505  
757-440-7160

## REQUEST FOR INFORMATION (RFI) # 2026-29-VIT

**This is NOT a Bid Solicitation**

Virginia International Terminals (VIT) is seeking information and soliciting budgetary proposals from qualified firms to obtain market insight, vendor capabilities, and planning-level input related to a feasibility study for potential onsite medical clinics at three VIT locations.

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**PROJECT TITLE:** Onsite Clinic Feasibility Study

**ISSUE DATE:** March 6, 2026

**PROCUREMENT AGENT:** Drew Pascoe      **PHONE:** (703) 888-9215

**RESPONSES DUE:** No later than *Wednesday, April 1, 2026 at 2:00pm ET* to:  
Drew Pascoe ([proposals@vit.org](mailto:proposals@vit.org))

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**Name and Address of Firm:**

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ By \_\_\_\_\_

Signature in Ink

Print Name and Title

Phone \_\_\_\_\_

E-Mail \_\_\_\_\_ FAX \_\_\_\_\_

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## **I. PROJECT OVERVIEW**

Virginia International Terminals (VIT) is seeking information and soliciting budgetary proposals from qualified firms to obtain market insight, vendor capabilities, and planning-level input related to a feasibility study for potential onsite medical clinics at three Port of Virginia locations.

Work will be performed at the following location:

1. Norfolk International Terminals (NIT) 7737 Hampton Blvd, Norfolk, VA 23505
2. Virginia International Gateway (VIG) 1000 Virginia International Gateway Blvd., Portsmouth, VA 23703
3. Financial Services Center (FSC) 1431 Terminal Boulevard, Norfolk, VA 23505

VIT is exploring onsite clinics to support:

1. Injury Prevention, Triage, and Rapid Response to incidents
2. Occupational Health and Regulatory Requirement
3. Primary and Acute Care Access Aligned with 24/7 Operations
4. Reduced Lost Time and Improved Return-To-Work
5. Chronic Disease Management
6. Integration With Benefits, Wellness, Safety, and Workers' Compensation Programs

## **II. PROJECT SCOPE**

The feasibility study may include, but is not limited to, the following components. This list is provided for informational purposes only and does not define the final RFP scope.

1. Workforce, Clinical, and Operational Needs Analysis
  - a. Assessment of workforce health and wellness needs
  - b. Demand forecasting for onsite services
  - c. Analysis of site-specific needs across NIT, VIG, and FSC
  - d. Evaluation of occupational health requirements in maritime operations
2. Claims, Benefits, and Wellness Integration
  - a. Review of medical, pharmacy, disability, and workers' compensation claims
  - b. Analysis of USLHWCA-specific trends
  - c. Evaluation of benefit plan design, wellness programs, and vendor ecosystem
  - d. Identification of integration opportunities across programs
3. Onsite Clinic Model Evaluation
  - a. Comparison of service model options
  - b. Staffing configurations appropriate for 24/7 operations
  - c. Operating hour recommendations aligned to shift schedules
  - d. Consideration of telehealth and digital health integrations

4. Operational and Facility Feasibility
  - a. Space assessments and infrastructure needs at each location
  - b. Security, access control, and workforce access considerations
  - c. Analysis of readiness for a go live
5. Financial Feasibility and ROI Assessment
  - a. High-level cost projections for various models
  - b. Operating model comparisons
  - c. Assessment of potential cost offsets including claims reduction, lost time, and ER/urgent care utilization
6. Labor, Safety, and Regulatory Environment Review
  - a. Evaluation of USLHWCA implications
  - b. Consideration of ILA collective bargaining agreements
  - c. Review of OSHA Maritime standards and other applicable regulations
7. Implementation Considerations
  - a. Integration with VIT Risk Management, HR, HSE, as well as HRSA.
  - b. Development of a KPI and performance monitoring framework

### **III. PURPOSE OF RFI**

The purpose of this RFI is to inform potential Virginia private sector respondents of this opportunity and interest in the delivery of the services identified in the Project Scope. Specifically, the RFI seeks to:

1. Industry insights on feasibility study models and best practice.
2. Information on vendor qualifications and relevant experience
3. Planning-level cost ranges and key factors that influence cost
4. Feedback on potential scope areas
5. Considerations specific to marine terminal operations

This RFI does not request or require:

1. Detailed methodologies
2. Firm pricing
3. Contractual commitments
4. Full proposals

This RFI will be used to obtain information on vendor credentials, experience and relevant services.

Based on the information gathered from this RFI, VIT may develop a procurement strategy and initiate a formal procurement for services and related services that may be combined as part of the final scope.

## IV. ORGANIZATIONAL OVERVIEW

The Virginia Port Authority's operations are provided by Virginia International Terminals, LLC (VIT), a single-member limited liability company that is wholly-owned by the Virginia Port Authority (VPA). In addition, Hampton Roads Chassis Pool, LLC (HRCP II), on behalf of and wholly-owned by VIT, operates and manages the intermodal chassis and empty container yards. Combined, the government agency, VPA, and its business units, VIT and HRCPII, are the foundations of The Port of Virginia.

Nearly 30 international shipping lines offer direct, dedicated service to and from Virginia, with connections to 200-plus countries around the world. The Port of Virginia is comprised of six terminals that processed 3.7 million TEUs in fiscal year 2022.

The terminals include Virginia International Gateway (VIG) and Portsmouth Marine Terminal (PMT), both in Portsmouth, Norfolk International Terminal (NIT) in Norfolk, Newport News Marine Terminal (NNMT) in Newport News, Richmond Marine Terminal (RMT) in Richmond, and Virginia Inland Port (VIP) in Winchester. Cargo moving through these world-class facilities is transported to and from markets around the globe, carrying the goods and supplies that manufacturers, corporations, and individual consumers use in their everyday lives. This cargo is moved by way of:

- 28 ship-to-shore cranes
- 30 miles of on-dock rail by two Class 1 railroads
- 19,885 linear feet of berth
- Commercial shipping channels that are at least 50 feet deep

## V. SUPPLIER RESPONSE

Respondents are invited to provide concise, high-level responses to the following categories of information.

### 1. Firm Capabilities and Relevant Experience

(a) Please describe:

- (i) Your firm's capabilities related to onsite or near-site clinic feasibility studies.
- (ii) Experience supporting ports, maritime operations, logistics, heavy industrial environments, or similar sectors.
- (iii) Experience working within unionized labor environments, including ILA labor considerations.
- (iv) Experience supporting clients with USLHWCA-related medical management, return-to-work programs, or complex workers' compensation environments.

### 2. Approach to Feasibility Studies

(a) Please summarize:

- (i) Typical methodological components used in your feasibility studies
- (ii) How you evaluate demand for services, workforce health, claims experience, benefits programs, and wellness initiatives.
- (iii) Your approach to assessing occupational health needs within high-risk, shift-based, or safety-sensitive settings.

3. Considerations for Marine Terminal and Longshore Environments
  - (a) Provide your insight into:
    - (i) Unique challenges or opportunities in longshore, USLHWCA-covered, or 24/7 shift-based workforces.
    - (ii) Common risks or pitfalls organizations should anticipate when planning onsite clinics in industrial or waterfront settings.
  
4. Planning-Level Cost Input (Non-Binding)
  - (a) Provide a non-binding cost range for feasibility studies of this scope. Include:
    - (i) An estimated cost range (for example: “typically between \$X and \$Y”).
    - (ii) Typical project duration.
    - (iii) Primary factors that influence cost (drivers or variables).
    - (iv) Standard assumptions or exclusions.
  - (b) This information is for budget planning only and will not be used to award a contract.
  
5. Additional Input or Recommendations
  - (a) Vendors may optionally include:
    - (i) Suggestions for refining or prioritizing elements of the study scope.
    - (ii) Important considerations VIT should incorporate when preparing the future RFP.
    - (iii) Any other information that may assist VIT in market understanding or procurement planning.

## VI. QUESTIONS

1. What specific data elements do you typically require from a client to complete a full feasibility study?
2. What stakeholder groups do you typically engage with during feasibility studies, and what level of participation is required from each?
3. What information or accommodations do you typically need from the client during onsite facility assessments?
4. Do you benchmark against other ports, logistics firms, or heavy-industrial employers when assessing feasibility, and if so, what benchmarking frameworks do you typically use?

## VII. CLARIFICATION AND CONTACT

VIT will entertain clarification questions to this RFI through March 17, 2026 at 2:00pm ET. VIT will review all questions submitted prior to this deadline, and will respond to questions on March 20, 2026 by email.

Those interested in submitting questions must submit the following information via email to [proposals@vit.org](mailto:proposals@vit.org) by March 17, 2026 at 2:00pm ET:

- Name
- Organization
- Email address

- Telephone number
- Detailed question for discussion

**Please note that responses to this RFI are due no later than Wednesday, April 1, 2026 at 2:00 pm ET.**

**All contact should be directed through: [proposals@vit.org](mailto:proposals@vit.org). Once the RFI period opens contact with other VIT colleagues will result in disqualification.**

### **VIII. PROPOSED PROJECT SCHEDULE**

The following represents VIT’s current estimated schedule for the project (subject to change):

<b>Activity / Key Milestone</b>	<b>Date / Timeline</b>
RFI Distributed	March 6, 2026
Questions Period Closes	March 17, 2026 @ 2:00pm ET
RFI Responses Due	April 1, 2026 @ 2:00pm ET

VIT reserves the right to alter the project schedule as conditions warrant without prior notice.

### **IX. SUBMITTAL INSTRUCTIONS**

Respondents to this RFI should adhere to the following instructions:

- Responses to this RFI should be submitted electronically in MS Word or PDF format to the address shown on the front of this RFI.
- Respondents to this RFI are encouraged to submit answers to the questions posed in Section VI, as well as any other information that VIT should consider when preparing the RFP package.
- RFI responses are limited to 10 single-sided (or 5 double-sided), typed 8½ x 11” pages (larger pages are allowed for figures or tables, but they must be folded into the overall response and used sparingly). No font size smaller than 12 point is allowed.
- All documentation provided to VIT in response to this RFI shall become the property of VIT.

## **X. DISCLAIMER**

This RFI is issued solely for information and planning purposes.

Information which you desire to make available to VIT but which you believe constitutes a trade secret, proprietary information, or other confidential information exempted from disclosure, should clearly be identified and designated as such, stating in writing why protection of that information is needed. The Respondent should make a written request to VIT's contact listed in Section IX of this RFI. The written request shall:

1. Invoke such exemption upon the submission of the materials for which protection is sought;
2. Identify specifically and conspicuously the data or other materials for which the protection is sought;
3. State the reasons why protection is necessary; and
4. Indicate that a similar process with the appropriate officials of the affected local jurisdictions has or will be conducted. Failure to take such precautions prior to submission of a proposal may subject confidential information to disclosure under the FOIA.

Responses to the RFI will not be returned. Respondents are solely responsible for all expenses associated with responding to this RFI.

## **XI. GENERAL TERMS AND CONDITIONS**

Virginia International Terminals General Terms and Conditions are hereby incorporated into this RFI by reference. A copy of these General Terms and Conditions may be obtained by contacting the Procurement Agent whose name appears on the front of this RFI.