



Purchasing Department  
530 Water Street  
Oakland, CA 94607

March 30, 2022

### ADDENDUM No. 1

#### RFP No.: 21-22/32 – T1 Holdroom Seating Replacement

This Addendum modifies the original RFP Documents for the above-mentioned RFP. **Acknowledge receipt of this addendum in the space provided on the RFP Acknowledgement and Signature Form (Attachment 3). Failure to do so may disqualify your proposal.**

**The following corrections have been made to the above referenced RFP:**

- *Gates 5 & 7 maps were accidentally left off the original RFP diagrams and are included in this addendum. (Please also see question 19 below.)*
- *No seats are needed for Gates 3, 4, & 6.*
- *The diagrams included in the RFP were from an old drawing so currently there are no Gate 3A, 7A, or 8B.*

**The following questions were submitted by the deadline and are answered in this addendum.**

1. **Question:** Is there an engineer's estimate or budget available for the above project?

*Answer: There is no specific estimate or budget*

2. **Question:** I am reaching out about the above mentioned project, is the pre-proposal sign in sheet available?

*Answer: Yes, and it is attached to this addendum.*

3. **Question:** What is the anticipated start or end date been set for construction?

*Answer: There is no associated construction. Existing settees would need to be removed and replaced with new furniture. The start date for installation of the furniture should start shortly after the contract is certified. A phasing plan will need to be developed between the Port and company awarded the contract.*

4. **Question:** Can we get the CAD files or .dwg files for the gate areas so we can accurately layout seating?

**Answer:** CAD files are shared to tenants and companies under contract. They can be made available to the proposer that is awarded the contract. In the meantime, the diagrams included in the RFP should provide the basis for what areas of the holdroom are available for seating. A site visit is highly encouraged if specific dimensions are needed. You may recreate these diagrams into dwg files to help create the document showing the layout options with CAD. Hard copies of those drawings and furniture layout options can be submitted in-lieu of the provided drawings.

5. **Question:** Does the Port of Oakland have a percentage requirement for ADA seating per gate? Will you require ADA marked seating?

**Answer:** The percentage requirement would follow ADA compliance under section 221.

<https://www.ada-compliance.com/ada-compliance/221-assembly-areas>

*Having seats marked for ADA is preferred*

Number of Seats	Minimum Number of Required Wheelchair Spaces
4 to 25	1
26 to 50	2
51 to 150	4
151 to 300	5
301 to 500	6
501 to 5000	6, plus 1 for each 150, or fraction thereof, between 501 through 5000
5001 and over	36, plus 1 for each 200, or fraction thereof, over 5000

6. **Question:** What is your power requirement, is there a percentage of seating requiring power? Do you have CAD files showing power box locations?

**Answer:** We do not have a percentage required for power. We prefer to have furniture that has the ability for power, either built-in or as an additional attachment. Providing electricity to the furniture power components will be a separate project not included in this RFP.

7. **Question:** For the 20 pages, does this include a cover sheet?

**Answer:** No, a cover sheet will not count against the 20 pages.

8. **Question:** Can manufacturer's provide bids for more than one product?

**Answer:** *Proposals can include as many products available so long that the products are depicted on how they will fit in the various holdrooms, however manufacturers should not submit more than 20 pages.*

9. **Question:** Does the Port have any specific goals for a ratio of tandem seating to other types of seating such as lounge or stools with charging counters? Or is the objective to maximize tandem style seats?

**Answer:** *The main goal is to ensure there is enough seating in each holdroom. Any combination of furniture is acceptable and should be aesthetically designed and laid out while providing high quality and comfort.*

10. **Question:** To enhance the passenger experience, would the Port be interested in providing power strictly at seat or in the form of charging counters? Or both?

**Answer:** *Our main goal is to provide enough seating in each holdroom with the capability/option to add power to seats, counters, furniture, etc.*

11. **Question:** Does the Port have a preference between arm styles? Cantilever, cupholder, loop? At every seat position? At ends only?

**Answer:** *No preference but having options available to enhance the passenger experience are great to have. Aesthetics and high-quality design will be highly considered along with maintenance (ie. easy care/cleaning, sustainability, ability to repair/replace parts if damaged, ability to move or relocate if needed)*

12. **Question:** Will the seating be placed on carpet?

**Answer:** *Yes*

13. **Question:** Is there a specific goal for ADA identified seating?

**Answer:** *No specific goal in mind, we are open to options and ideas.*

14. **Question:** Are there specific ADA aspects the Port would like to ensure are part of the holdroom seating design?

**Answer:** *The Port must be compliant with ADA requirements (see question 5).*

15. **Question:** To provide best options for layouts, could we obtain the CAD drawing files with the electrical layer for all applicable gates.

**Answer:** *We are interested in seats and furniture to have electrical options, either built-in or as an additional attachment. The need for a power outlet to be available where the furniture is located is not necessary since providing electricity to the furniture power components will be a separate project not included in this RFP.*

16. **Question:** Page 12, Proposed Costs: Provide your cost for the proposal and all costs listed on the Proposal Worksheet and attach any proposed fee schedule. It is important that you provide your fee schedule so that the Port can evaluate your proposal. What is the fee schedule? Is this our payment terms? If so – can we request a deposit with order then bill based project shipment or on gate delivery?

*Answer: Yes, the fee schedule is the payment terms as the project progresses. The project may require several phases to complete due to the amount of furniture that needs to be removed, delivered, and installed. The terms for deposit can be included in this fee schedule.*

17. **Question:** Regarding the Removal/Relocation of existing Furniture:

- how many seats we need to remove, where are they located and where is the designated airport location for disposal

*Answer: There is an estimated 1100 seats (settee combinations of 3, 4, and 5). All settees are in the gate holdrooms. These settees need to be removed and transported to a nearby airport facility located less than 5 minutes from the terminal on OAK property.*

- What will be the access route to bring the product into the terminal, will this be a freight elevator or a jet bridge.

*Answer: There will be several options to bring the products into the terminal. Passenger Boarding Bridges could be one of the options. An elevator is available (13' L x 7' W, entry into the elevator is 6' W x 7' H)*

- If using an elevator, what are the internal dimensions?

*Answer: (13' L x 7' W, entry into the elevator is 6' W x 7' H)*

- Will there be an area where the seats can be assembled at the airport prior to being placed into position?

*Answer: We can try to find space on-site. There are a few options depending on how much space is needed and the size of the furniture. Another option is to assemble at the airport facility where the furniture will be delivered/staged, prior to installation.*

- Can we get a map of where the existing seats need to be moved to or an estimate of how long the push is to the storage area. Can they give more details on if this needs to take place landside or through the terminal and if this can take place during regular hours.

*Answer: The existing seats will either be moved through a passenger boarding bridge, oversized elevator, or security checkpoint exit. Due to active operations at the gate holdrooms, all work will be conducted in the late evening to early*

*morning (likely hours between 9pm-4am). The seats will need to be transported on a vehicle to an on-site airport facility within 5 minutes of the terminal. A map & route will be made available during the planning process for installation once a company is awarded contract.*

**18. Question:** Will we also need to provide a cost for the Disposal of the existing furniture

*Answer: No costs needed for actual disposal, only labor costs to remove from the gate holdrooms, transport, and drop off at nearby airport facility within 5 minutes of the terminal.*

**19. Question:** Please confirm the following gates are to be furnished and provide layout options:

1
5 & 7
8
8A & 10
9
9A & 11
12
15
14 & 17

*Answer: Yes, the above gates are correct. Gates 5 & 7 maps were accidentally left off the original RFP diagrams and are included in this addendum.*

And confirming no seats are needed to be looked at for the following gates:

8B
7A
6
4
3

*Answer: Yes, this is correct. The diagrams were from an old drawing so currently there are no Gates 8B, 7A, & 3A.*

**20. Question:** Do you have a map for the path of travel for both install and removal?

*Answer: Currently a map is not available as this will be determined when the actual work will be performed. There will be several options (airside or landside) but nothing can be confirmed at this moment due to ongoing operations and projects. Distance from the terminal to the airport facility where the existing furniture will be transported should be about a 5 minute drive on airport property.*

21. **Question:** For the larger gates, due to the quantity of replacement chairs, can we break the install in 2 phases?

***Answer:** Replacing the chairs will likely need to be done in numerous phases due to ongoing operations and other projects. Gates with a higher capacity can be approved for additional time if needed.*

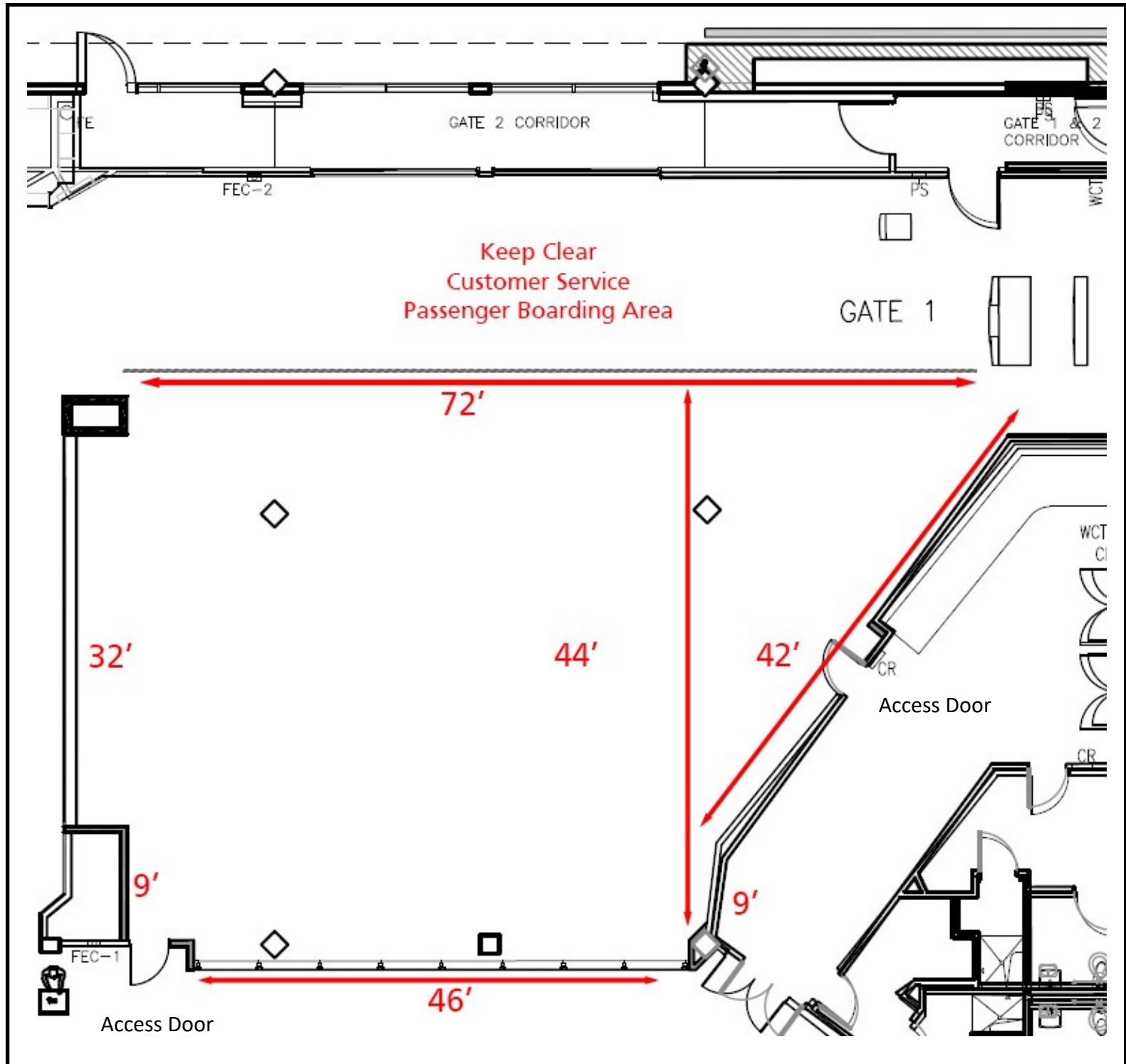
## Gate 1

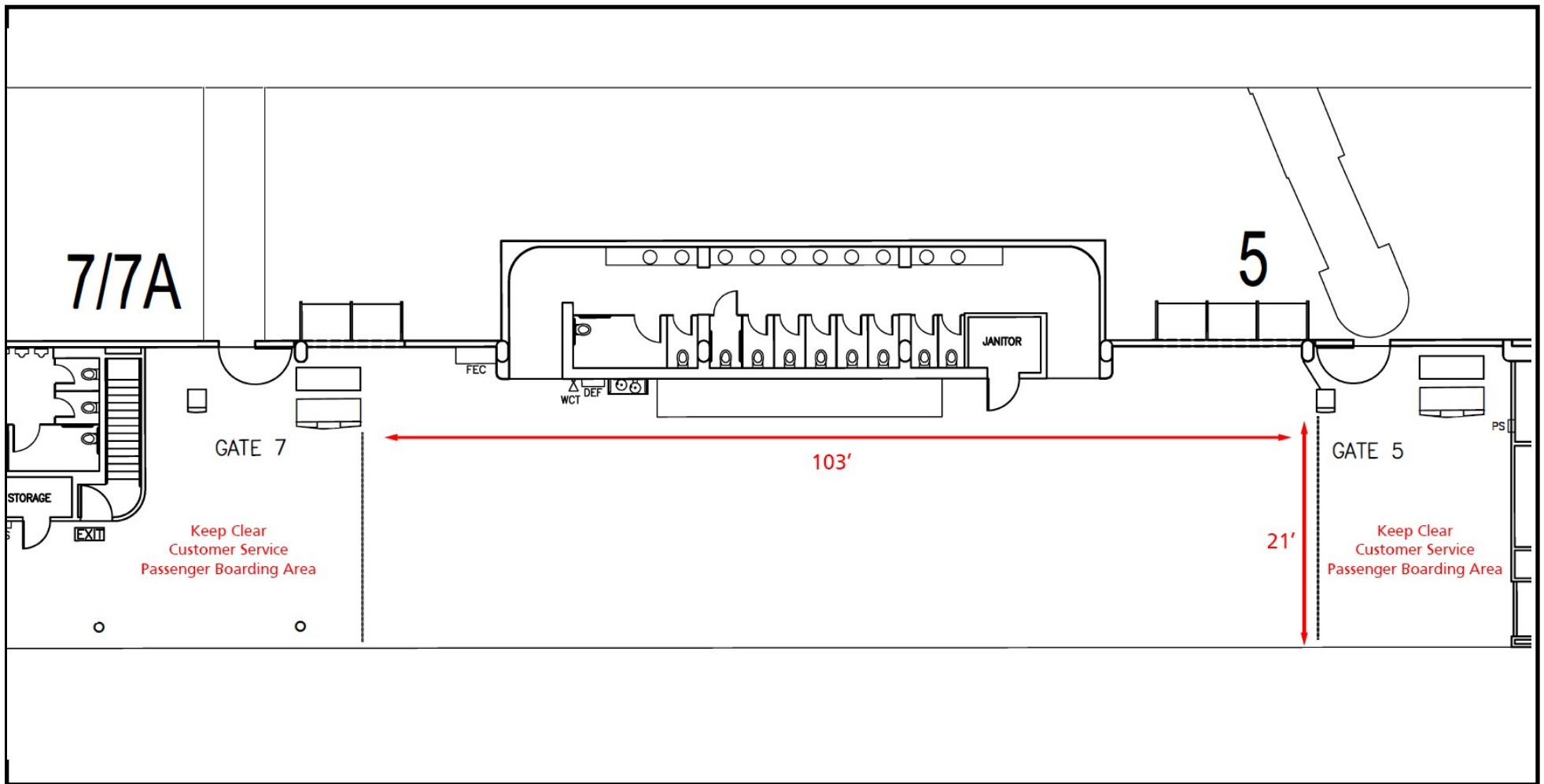
Seating Capacity: 168

## Notes

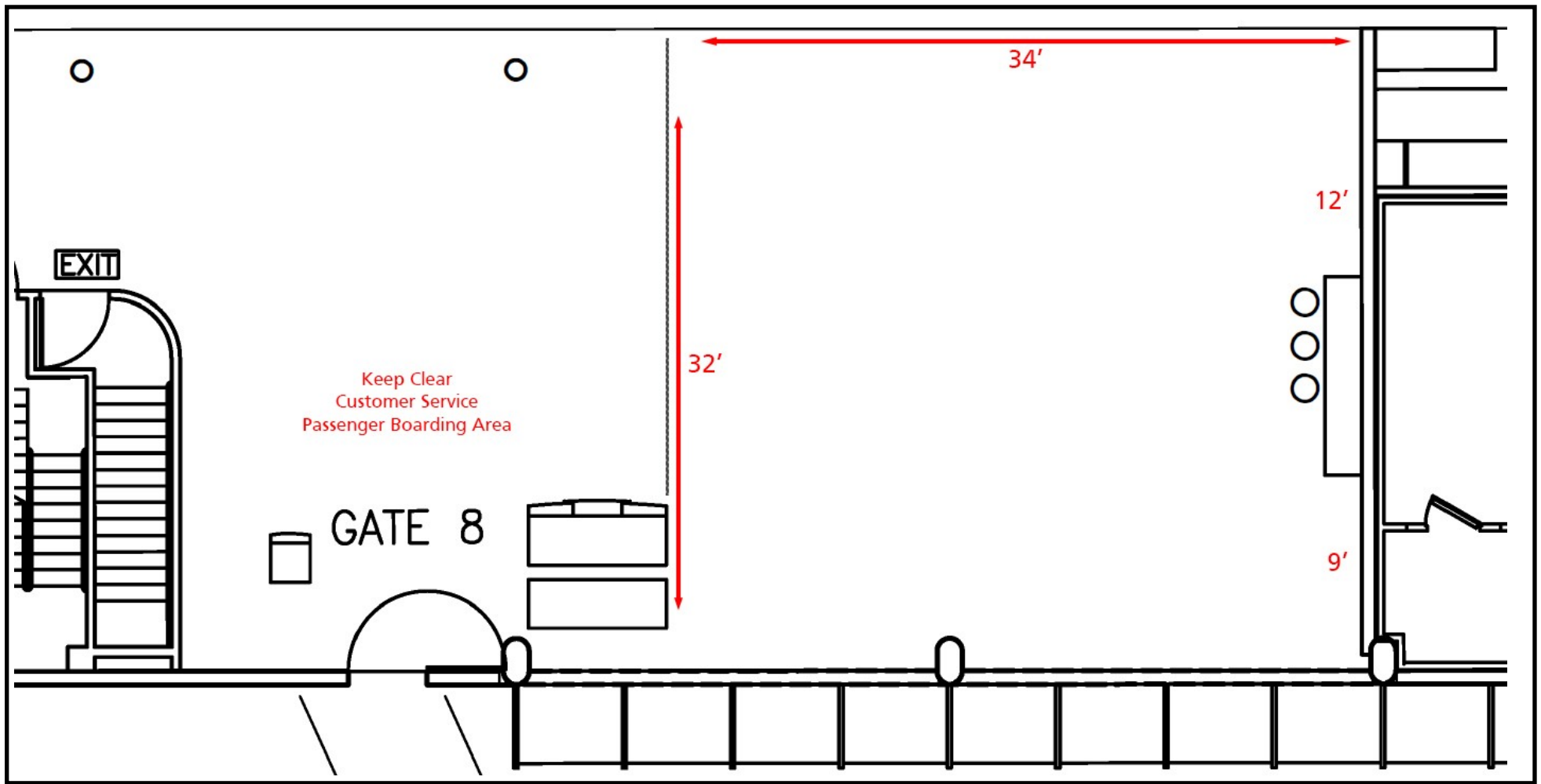
Gate 1 has an estimated holdroom space of 2,477 square feet.

There are 2 access doors that must remain clear at all times.

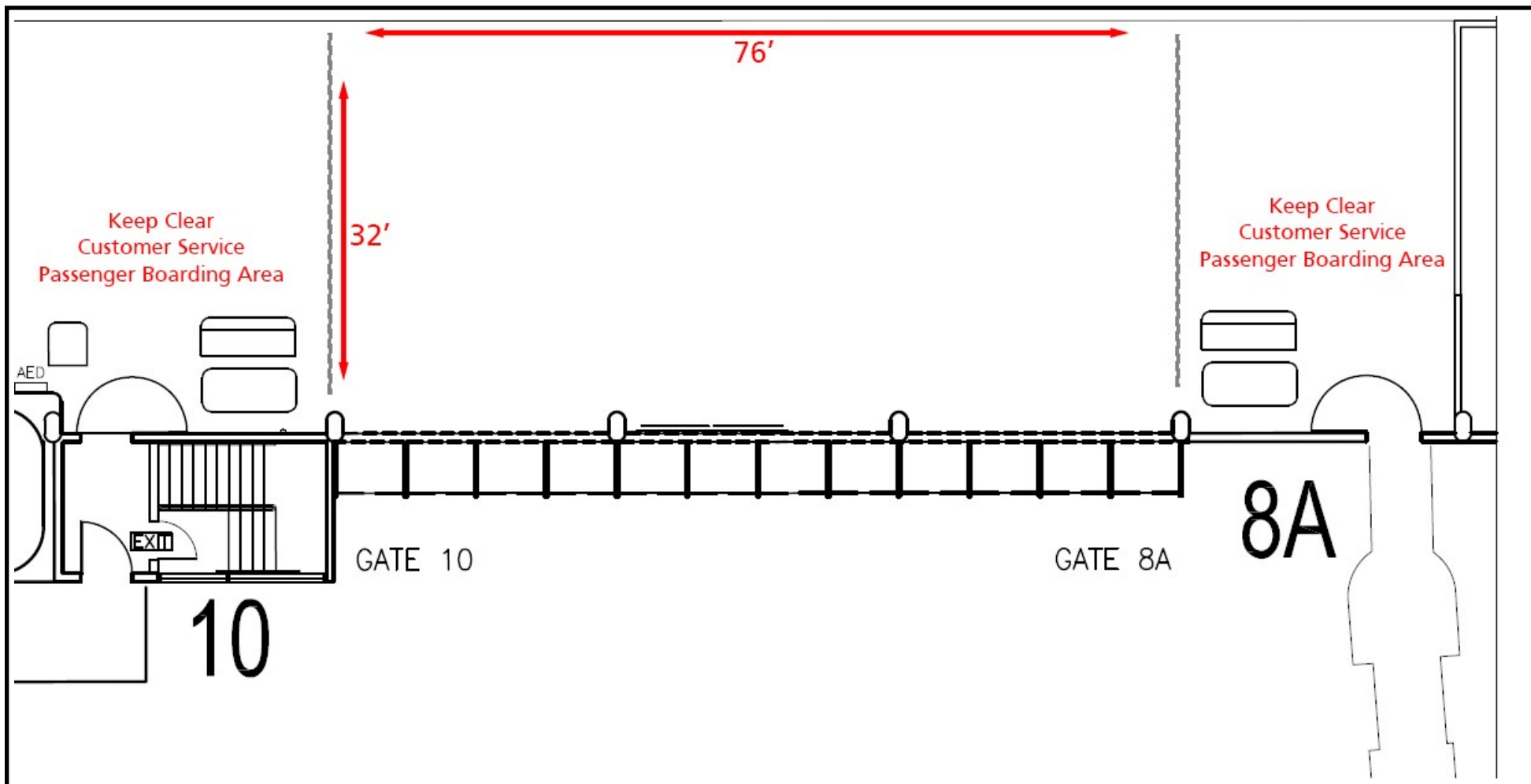




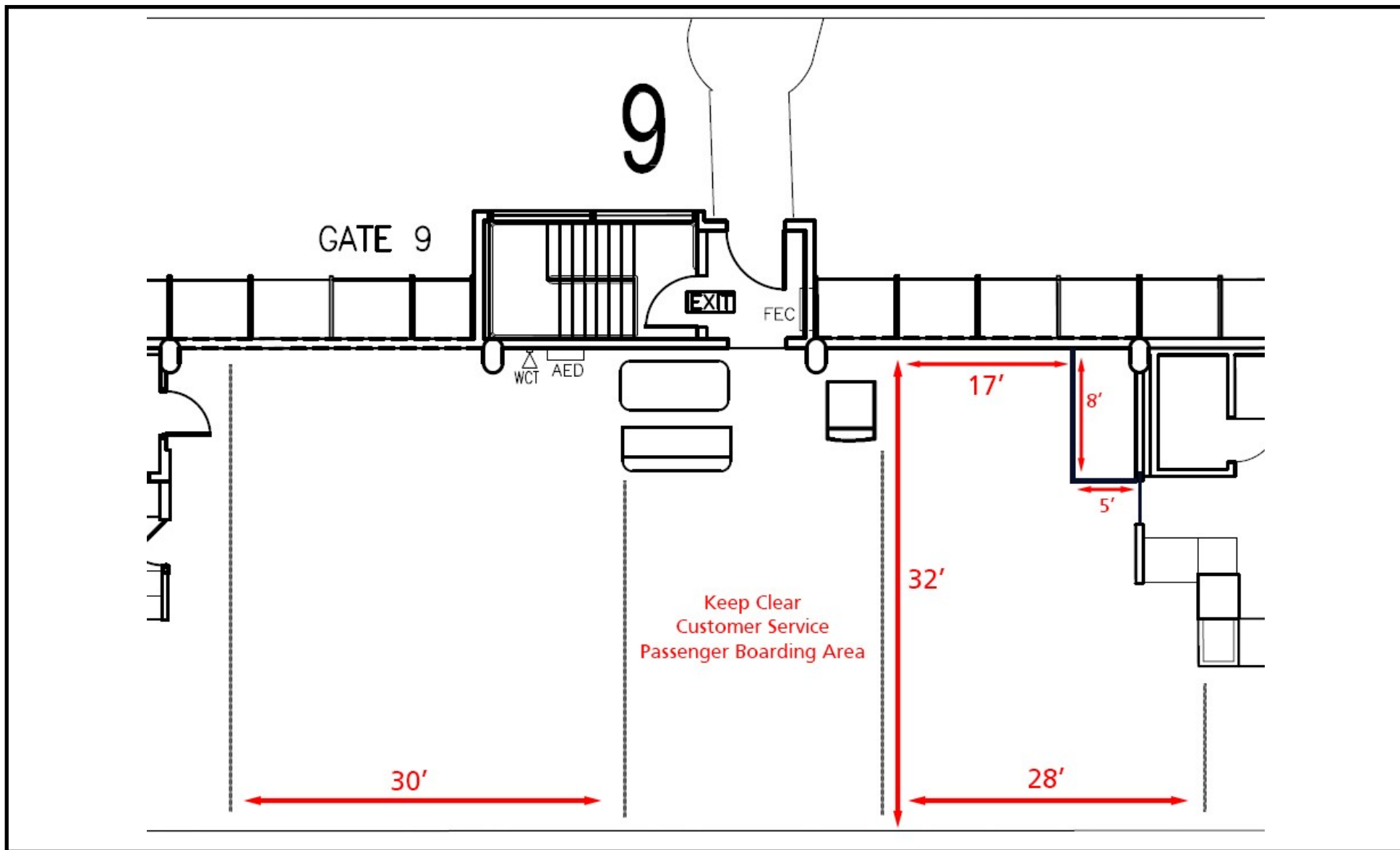
Gate 5 & 7	Notes
Seating Capacity: 188	Gate 5 & 7 have an estimated shared holdroom space of 2163 sq. ft (103'x21'). Vending machines occupy a portion of the wall as well as entry/exits to a Women's Restroom.



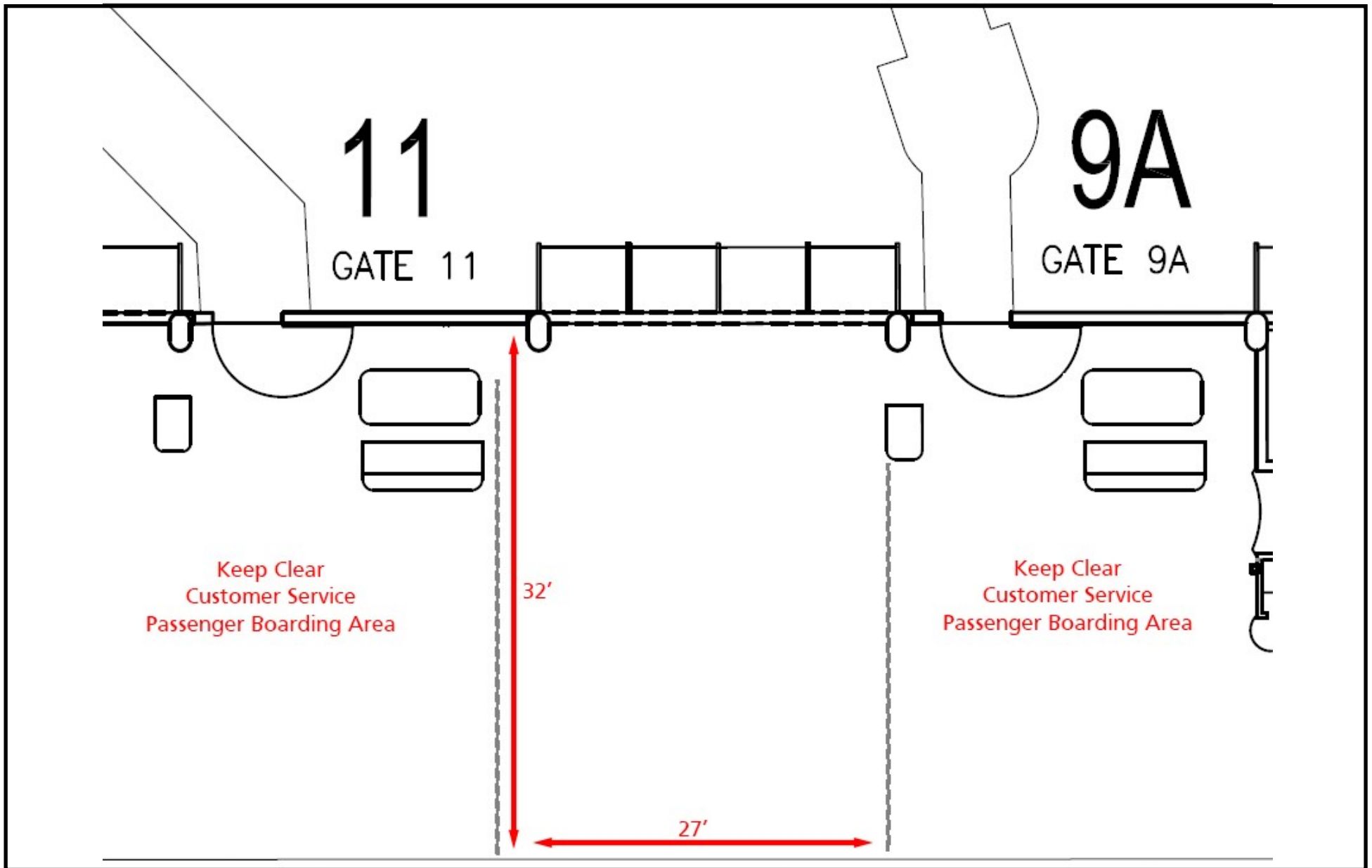
Gate 8	Notes
Seating Capacity: 77	Gate 8 has an estimated holdroom space of 1088 sq. ft (34'x32'). A charging table with several fixed counter stools occupy a portion of the holdroom.



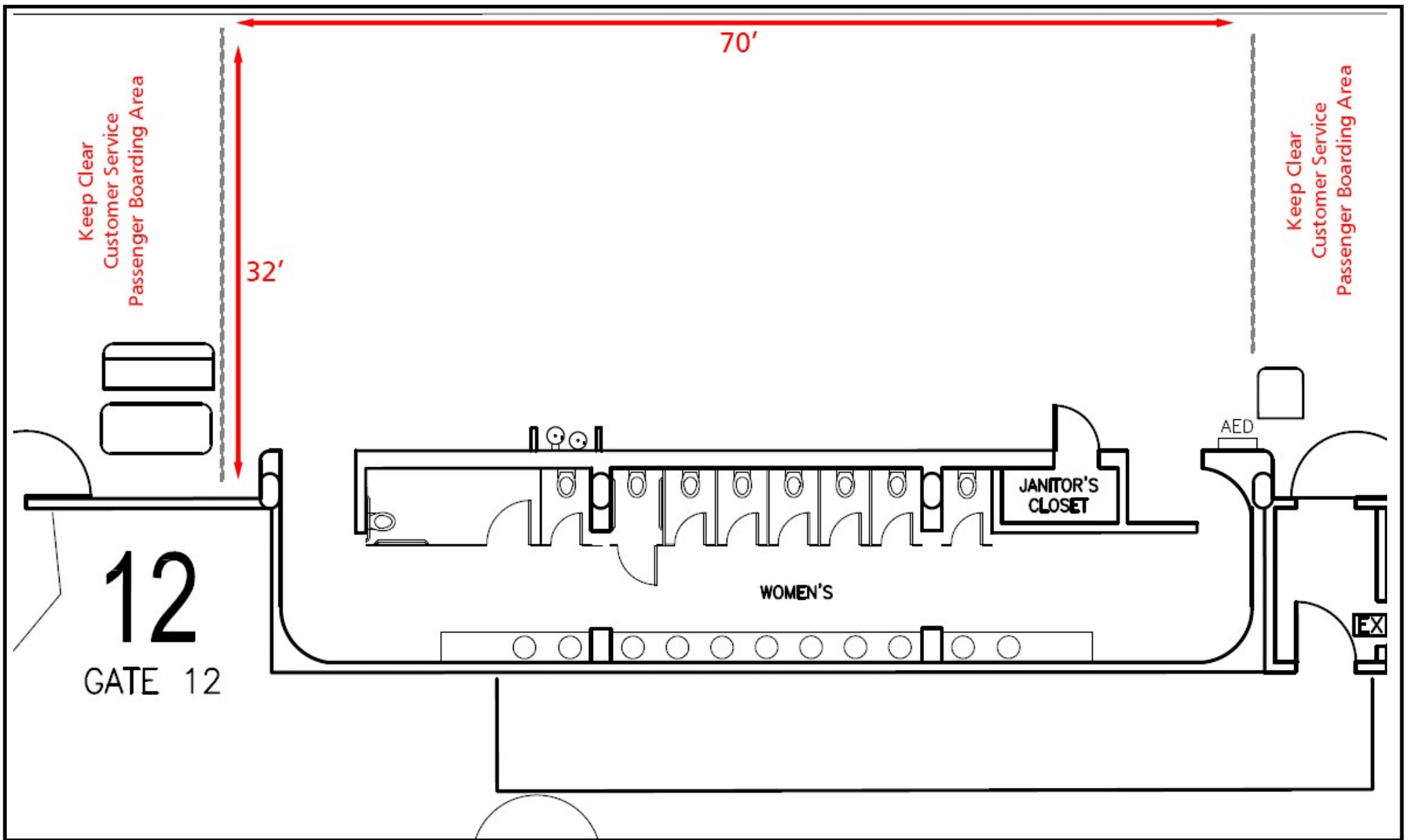
Gate 8 & 10	Notes
Seating Capacity: 144	Gates 8 & 10 share a holdroom space estimated at 2,432 sq. ft. (76'x32')



Gate 9	Notes
Seating Capacity: 100	Gate 9 has an estimated holdroom space of 1760 square feet.



Gates 9A & 11	Notes
Seating Capacity: 76	Gates 9A & 11 have an estimated holdroom space of 864 sq. ft. (32'x27')

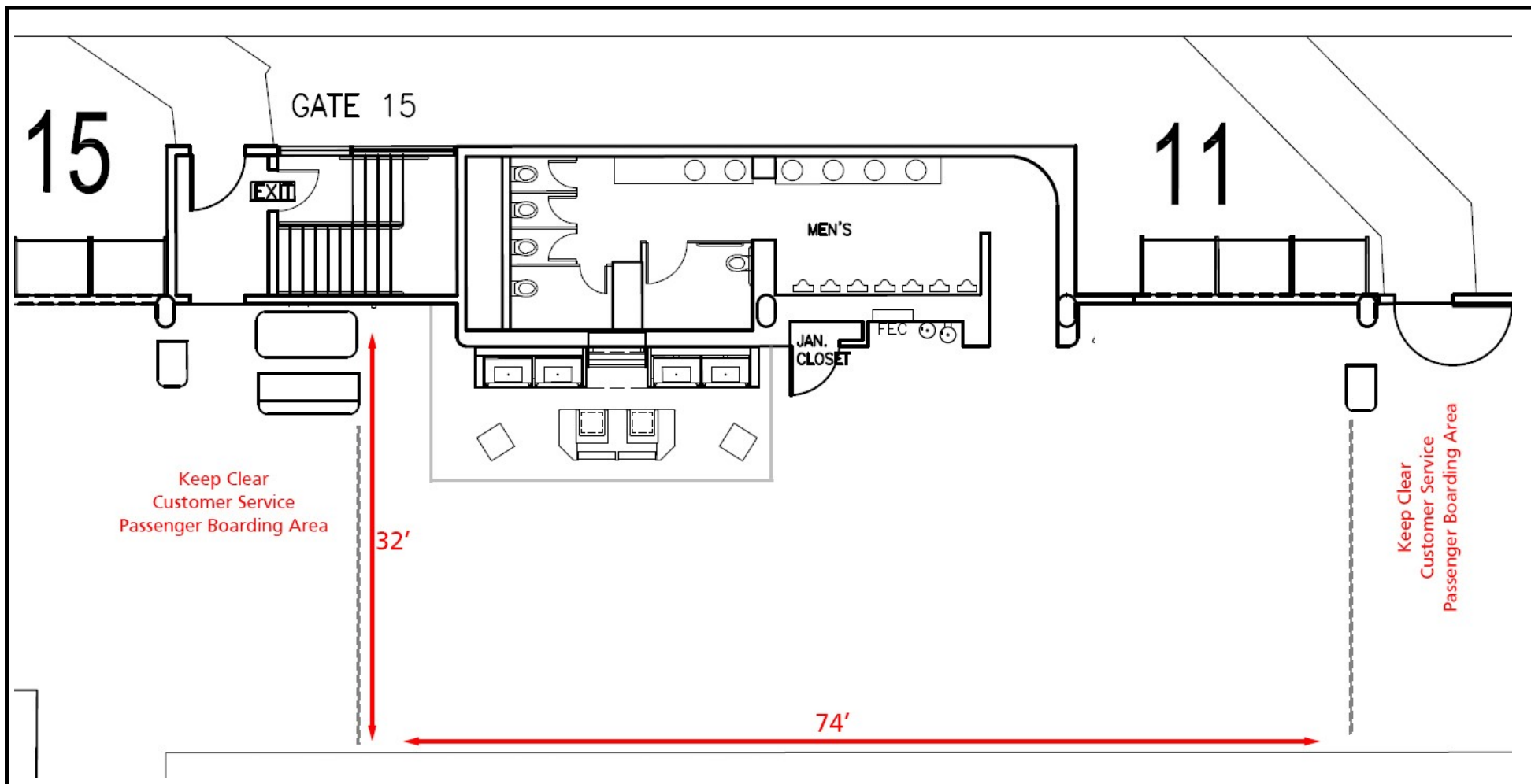


## Gate 12

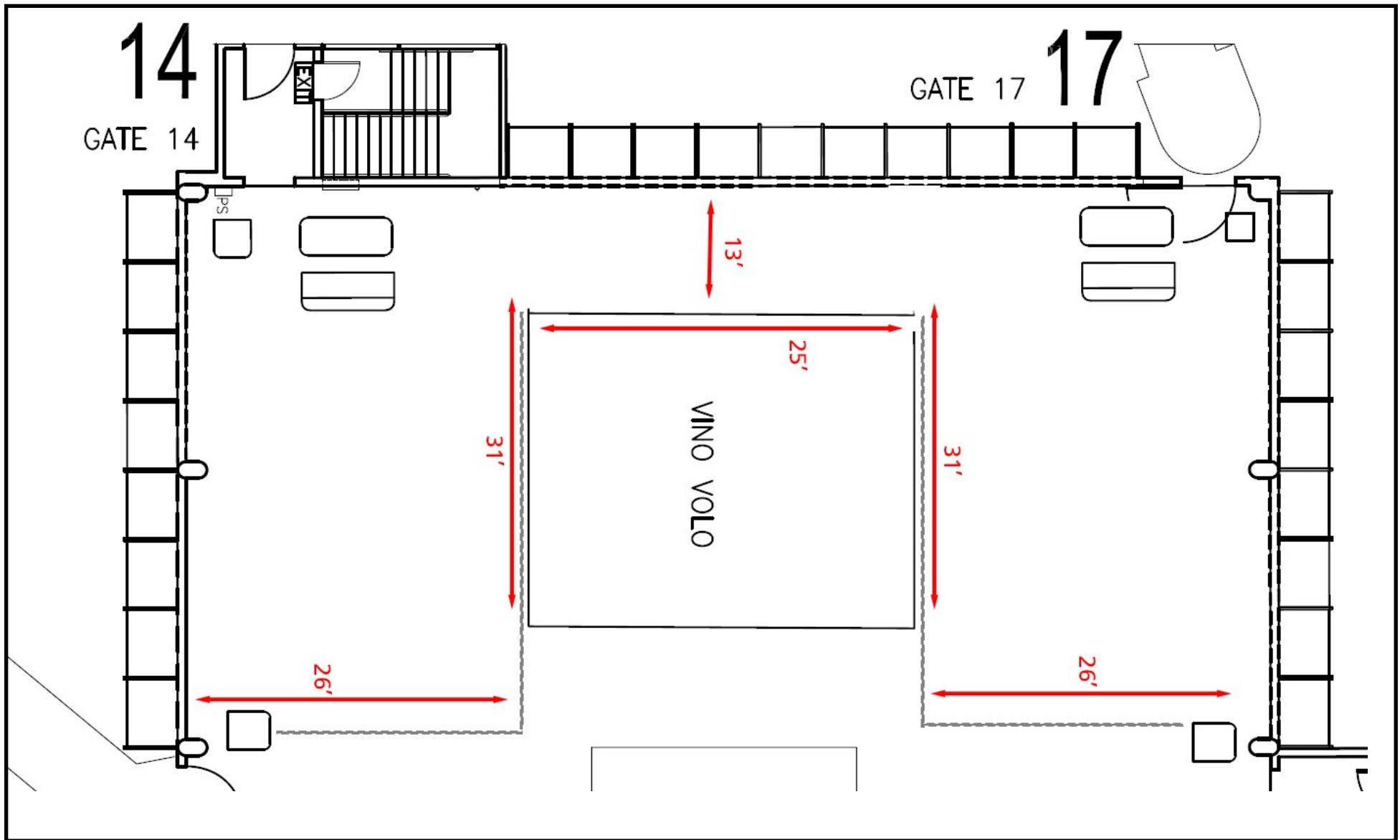
## Notes

Seating Capacity: 125

Gate 12 has an estimated holdroom space of 2,240 sq. ft. (70'x32').  
Access to & from the Women's Restroom must remain clear.



Gate 15	Notes
Seating Capacity: 120	<p>The Gate 15 has an estimated holdroom space of 2,368 sq. ft (74'x32'), however a tenant does occupy about 598 sq. ft. (26'X32') of retail space.</p> <p>Access to &amp; from the Women's Restroom must remain clear.</p>



Gate 14 & 17	Notes
Seating Capacity: 93	<p>The Gates 14 &amp; 17 have a estimated shared holdroom space of 2,613 sq. ft.</p> <p>At lease 10 feet of space should be kept clear in front of each gates podium to allow for customer service and passenger boarding.</p>



Port of Oakland  
Financial Services Division, Purchasing Department  
530 Water Street, Oakland, CA 94607

## SIGN-IN SHEET

Non-Mandatory Pre-proposal Meeting and Site Visit  
RFP 21-22/32, T1 Holdroom Seating Replacement

Date: 03/18/2022  
Time: 10:00 A.M. (Pacific Time)  
Location: Oakland International Airport – 1 Airport Dr., Oakland, CA 94621 – Terminal 1

#	Name	Company	Phone Number	Fax Number	Email
1	Stacey Bailey	Pivot Interiors	408-515-0576		Sbailey@Pivotinteriors.com
2	Susan Goodspeed	Vitra, Inc.	917.991.9695		Susan.goodspeed@Vitra.com
3	KIMBERLY WILSON	PORT OF OAKLAND	510-627-1390		KWILSON@PORTOAKLAND.COM
4	Mike Peron	Port of Oakland	510-627-1146		mperon@portofakland.com
5	Ernesto Santos Jr.	Port of Oakland	650-255-2915		esantos@portofakland.com
6	Stacy Mattson	Port of Oakland	206.948.8927		Smattson@portofakland.com