



Request for Qualifications (RFQ) for On-Call Water and Wastewater Engineering Services

Invitation to Submit Statement of Qualifications

The Port of Oakland (Port) is soliciting Statement of Qualifications (SOQs) from qualified consulting firms/teams (Consultants) to provide as-needed water and wastewater engineering support services for various projects throughout the seaport and airport.

The Port intends to enter into up to five (5) separate on-call water and wastewater engineering services contracts, pending approval by the Board of Port Commissioners (Board). The Port's intent is to award up to two of the five contracts to Port-certified Small Business Enterprise (SBE) firms. The combined total compensation for all contracts shall not exceed \$4,000,000 over the three-year term of the contracts. Note that the number of contracts awarded, the term, value and duration of each contract are at the Port's discretion. Execution of an on-call contract will not constitute any guarantee of business or level of compensation.

The Port has posted this Request for Qualifications (RFQ) in digital format on a hosting website that can be accessed via the 'Current RFP's/RFQ's: Engineering Consulting Services' link at the following URL: <https://www.portofoakland.com/business/bids-rfps/rfq-engineering/>. Proposing consultants should carefully review the requirements of this RFQ to ensure that they meet all of the stated requirements.

Qualifications Statement will be received at the location, and until the time/date, specified under "RFQ Schedule" and "Instructions for Submitting SOQs", below.

Consultants interested in submitting the SOQ for this work are strongly urged to attend a Pre-Proposal Meeting to be held at the time/date/location specified under "RFQ Schedule", below. At the Pre-Proposal Meeting, the Port will provide information related to the Port's insurance requirements, Non-Discrimination and Small/Local Business Utilization Policy, and will answer questions regarding the scope of services, submittal requirements, and the selection process.

Port policy prohibits discrimination or preferential treatment because of race, color, religion, sex, national origin, ancestry, age (over 40), physical or mental disability, cancer-related medical condition, a known genetic pre-disposition to a disease or disorder, veteran status, marital status, or sexual orientation. It is the policy of the Port of Oakland to encourage and facilitate full and equitable opportunities for small local businesses to participate in its contracts for the provision of goods and services. It is further the Port's policy that no discrimination shall be permitted in small local business participation in Port contracts or in the subcontracting of Port contracts. The successful Respondent shall comply with the Port's non-discrimination policy.

To the extent that the scope of services includes work that falls under the Labor Code definition of "public works" (Cal. Labor Code Section 1720 et seq), this project will be subject to compliance monitoring and enforcement by the Department of Industrial Relations (DIR). Consultants submitting a SOQ/proposal, and subcontractors or subconsultants performing any portion of the work that falls under the "public works" definition, must be registered with the DIR pursuant to

DIR requirements prior to submission of the SOQ/proposal, and the Prime Consultant must include in its SOQ/proposal its own DIR registration number and the DIR registration numbers of all listed subcontractors and subconsultants that will participate in the “public works” portion of the scope of services.

Qualified firms submitting the SOQ will receive credit for the prime consultant satisfying the requirements of the Port’s Non-Discrimination and Small/Local Business Utilization Policy (NDSLBP), a summary of which is included herein as Attachment 2(b). Because of the uncertainty of the actual work to be performed under this contract, Proposers will not receive preference points for listed subconsultants.

Questions regarding this RFQ must be addressed in writing to the appropriate contact person listed under “RFQ Contacts”, below. All questions not directed specifically to the primary contact person must be copied to said primary contact person. Proposers are advised that questions received less than seven (7) calendar days prior to the SOQ due date may not be answered. Where appropriate, the Port will respond in writing to proposer’s questions submitted in a timely fashion via an addendum or a “Log of Responses to Proposer Questions”; see “Port Responses to Proposer Questions”, below.

The Port reserves the right to accept or reject any or all SOQs received, to waive any irregularities or informalities not affected by law, to evaluate the SOQs submitted, to negotiate with any qualified Consultants, and to award the contract according to the SOQ which best serves the interests of the Port.

RFQ Schedule

RFQ Issued	November 19, 2021
Pre-Proposal Meeting (Non-Mandatory)	December 10, 2021 at 11:00 a.m. to noon via Zoom at Zoom url: https://portoakland.zoom.us/j/93048282172?pwd=TFNzbGpZS3djdKZsL2c0RIRDZW90dz09 After the pre-proposal meeting, please email your contact information to smckiernan@portoakland.com
Deadlines for Submission of Proposers’ Questions	Seven (7) calendar days prior to SOQ Due Date
SOQ Due Date	January 14, 2022 at 12:00 noon
Short List of Qualified Consultants*	January 28, 2022
Consultant Interviews/Presentations*	February 7, 2022 through February 11, 2022
Final Selection Completed*	February 18, 2022
Contract Negotiations*	February 25, 2022 through March 4, 2022
Board Approval of Consultant*	March 24, 2022
Execution of Agreement*	April 22, 2022
*Note that all dates subsequent to the SOQ due date are subject to change.	

Instruction for Submitting SOQs

Facsimile submission of SOQs will not be accepted.

Submittal Address	The Port will receive SOQs for this work in electronic format only . In compliance with the Governor's Executive Orders in response to the COVID-19 pandemic and health order(s) currently issued by the Alameda County Public Health Department, and any amendments thereto (collectively, the Health Orders), the Port Offices are closed to the public and no hard copy SOQs will be accepted .
Proposal Format	Each SOQ must be submitted in a single PDF file containing all of the items listed in Section D, SOQ Format and Contents, in the order specified therein. Note that, as per Section D, properly executed copies of all forms must be included in the SOQ. Submitted PDF must be unencrypted, universally viewable, printable, transferable and enable copy.
Submittal Email Requirements	Send email with attached SOQ or SOQ download link to: Sean McKiernan at smckiernan@portoakland.com Subject line must contain: <ul style="list-style-type: none"> • "CONSULTANT SOQ FOR WATER AND WASTEWATER ENGINEERING SERVICES" • Company name • Sent date Email body must contain: <ul style="list-style-type: none"> • Complete RFP Title • Company Name • Address • Primary contact: Name, Title, Email, Phone Number • Instructions for download link
Late Submittals	SOQs received after the time and date stated above will be disqualified.

RFQ Contacts

	Name	Phone	E-mail Address
Primary Contact	Sean McKiernan	510.627.1218	smckiernan@portoakland.com
NDSLBP*	Donna Cason	510.627.1252	dcason@portoakland.com
Living Wage Policy*	Connie Ng-Wong	510.627.1390	cng-wong@portoakland.com
Insurance Requirements*	Josh Schultz	510.627.1535	jschultz@portoakland.com
*Questions submitted to NDSLBP, Living Wage Policy, and Insurance Contact persons should be copied to Primary Contact.			