



Purchasing Department
530 Water Street
Oakland, CA 94607

May 13, 2022

Addendum No. 1

RFP No.: 21-22/44, As-Needed Environmental Compliance Consulting Services

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

1. **Question:** Is a cover letter counted towards the page count? Should we leave the cover letter out since it is not requested?

***Response:** A brief cover letter (no more than 1 single-sided page) will not count against the page limit. The 26-page limit only apply to the following Submission Requirements, Submittal Format: 1, 2, 3, 4, 5, 6, 7, 8 and 9.*

All Port attachments (required forms) must be returned with your proposal and will NOT count toward the 26-page limit. Also, table of contents, cover page, resumes, templates, and other visual materials can be attached as Appendices and will NOT count toward the 26-page limit as well.

2. **Question:** Who is the incumbent?

***Response:** The current on-call compliance contracts are held by four firms: Haley & Aldrich, Ninyo & Moore, Northgate Environmental Management, Inc., and Terraphase Engineering, Inc. The current on-call compliance contracts for the Oakland Army Base (OAB) are held by Baseline Environmental, Inc. and TRC Engineers, Inc.*

3. **Question:** To clarify, small businesses that conduct Geotechnical Engineering and Environmental Consulting can submit a direct packet to the port without needing to find a prime to sub under?

***Response:** Any firm may submit an application for these contracts.*

4. **Question:** As part of our consultant list, we are providing drillers and environmental analytical labs. In lieu of resumes for the drillers and analytical labs, can we include a brief firm profile for each?

Response: *Including a firm profile for drillers and analytical laboratories is sufficient, there is no need for a complete set of resumes. Resumes are still required for all other consultants.*

5. **Question:** Could you provide a list of the facilities that the Port maintains under various compliance programs and permits?

Response: *The Port owns land throughout Seaport, Airport, and Commercial Real Estate areas, and may be required to respond to or investigate environmental matters throughout any of these areas.*

6. **Question:** Does the scope of work include air quality compliance or modeling?

Response: *The Port does maintain a separate set of contracts specific to air quality compliance, however the contracts offered under this RFP do have the potential to provide air quality compliance/modeling services should the Port determine a need to utilize them.*

7. **Question:** Does the scope of work include human health or ecological risk assessment?

Response: *The exact scopes of work will depend on requirements and requests made by regulators and/or stakeholders over the course of the contract term, however human health or ecological risk assessments are likely to be needed at some point.*

8. **Question:** Section V, item A, Evaluation Weights, indicates that the Respondent's proposed fees (a list of job classifications and hourly rates) will be evaluated based on a weight of 20% of the overall score. Are proposed fees scored higher (given more weight) for lower hourly rates (relative to the fees of other respondents) or are there other criteria that are included in the fee evaluation?

Response: *Proposed fees are scored based on a calculation using rates from all applications. In short, yes, proposed fees are scored higher for lower hourly rates. Subconsultant/contractor/equipment markup percentages are included in the scoring as well.*

9. **Question:** Could you please describe the calculation that goes into awarding points/percentages for the Port's Non-Discrimination and Small Local Business Utilization Policy, including a breakdown of points awarded to Primes and Subcontractors that are Small businesses and those that are Local but not Small businesses?

Response: *The point allocation is based on a standard formula and the percentage of local, small and very small participation that each business has on the project. The greater the participation on the project, the closer to the maximum number of points a business can accumulate.*

10. **Question:** Does the Port have an anticipated schedule for announcing short-list and final selections and for Board approval of the selected contractors?

Response: *There is no set schedule that can be announced, however Port staff anticipate having fully executed contracts by Fall 2022.*

11. **Question:** Please clarify the number of contracts, the term length of the contracts, and the dollar value for each.

Response: *The RFP states that the Port is advertising for a total of up to seven contracts, each of which will be in place for four years with an anticipated total budget of \$500,000. Up to one of the contracts will be designated for a qualified Small Business Enterprise (SBE) or Very Small Business Enterprise (VSBE). Contracts. The Port retains the ability to award fewer than seven contracts at its sole discretion.*

There were no other questions to RFP No. 21-22/44