



## **PORT OF OAKLAND**

530 Water Street, Oakland, California 94607

March 16, 2020

### **Addendum No. 1**

#### **RFP No.: 19-20/16 - Seaport Drayage Truck Parking/Container Depot Management 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:** Can you tell me where the cap on line item expenses is addressed in the RFP?

*Response: This is addressed in Attachment 11 of the RFP, Section 6.2 Estimated Annual Operating Budget and Reimbursable Costs and Expenses, which states in part, "The Estimated Annual Operating Budget sets forth in reasonably accurate detail for said period, on a line item basis, Operator's anticipated reimbursable expenditures and is attached hereto as **Exhibit G**, and incorporated herein by reference."*

- 2. Question:** As a small business we do not normally have audited financial statements. In lieu of the requested audited financial statements (section 5.h.) for 2019 would it be possible for us to submit a financial compilation along with our 2019 tax returns?

*Response: If audited financial statements are not available, Proposer should provide best available information that would demonstrate that the Proposer has the financial resources to provide the services pursuant to the information provided in the RFP.*

- 3. Question:** Would a conflict of interest exist if a company that is both the manager of the facilities and a consistent and significant user of the facilities?

*Response: The Port will need to review the proposal response to determine if an actual or potential conflict of interest exists. There is not a per se conflict of interest with a company both managing and using the parking facilities. However, the Port may need to impose additional contractual obligations on the company to ensure that the parking services are provided in a non-discriminatory and non-preferential manner.*

4. **Question:** Can proposers have access to revenue information for the past three years to use in preparation of their proposal response?

**Response:** *Gross revenue from the past three years is provided below:*

Fiscal Year 2016/17	\$6,916,286
Fiscal Year 2017/18	\$7,422,212
Fiscal Year 2018/19	\$8,046,165

*Please note the fees charged for parking stalls are anticipated to change as of July 1, 2020. Further, proposals should be based on the anticipated locations and stall count outlined in Section I (Project Overview) of the RFP.*

5. **Question:** Is there a time period requirement for the archiving of electronic or otherwise data directly related to the requirements in Section II. 1., A, B, C & D?

**Response:** *Data should be archived for the duration of the contract, and upon demand provided to the Port pursuant to Attachment 11 of the RFP, Section 3.1.4 which states in part, "Within thirty (30) days of the expiration or termination of the Agreement for any reason, Consultant shall, at no charge to the Port and without the Port's request, export and deliver to the Port the following data input into the software; all data logged into the software system as described in this Section, in a csv file, or in any other format requested by the Port."*

6. **Question:** In Exhibit I., A. 5, What is the correct insurance amount?

**Response:** *Requirement for Garage Keepers Liability is three million dollars (\$3,000,000).*

END OF ADDENDUM NO.1