



**NOTICE OF SOLICITATION OF SOQs
ON-CALL PROFESSIONAL LAND SURVEYING SERVICES
AT THE PORT OF OAKLAND**

The Port of Oakland ("Port") is soliciting Statements of Qualifications (SOQs) from qualified consultants for professional land surveying services to provide on-call land surveying and digital mapping services in support of Airport Grant Projects at Oakland International Airport and in support of Port-funded projects throughout the Port of Oakland. Previous contracts for On-Call Professional Land Surveying Services were executed as separate contracts for Airport Grant Projects at Oakland International Airport and for Port-Funded Projects at the Port of Oakland, but the professional land surveying services in support of these two project funding sources are combined for this RFQ.

It is anticipated that tasks which may be authorized under the contract(s) will include a variety of professional land surveying services required for the Port to effectively operate, maintain, repair, improve and develop facilities, infrastructure, and property under the control. Management, and jurisdiction of the Port. The Port may select one or more qualified consultants from this RFQ. The total compensation for all land surveying services contracts executed from this RFQ shall not exceed \$4,000,000 over the three-year term of the contract(s).

Federal Aviation Administration (FAA) Requirements: Consultant(s) will be selected and engaged in accordance with FAA Advisory Circular (AC) 150/5100-14E, Change 1, dated 9/25/2015, "Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects." All land surveying services for Airport Grant Projects will be required to comply with FAA grant assurances, requirements, and regulations.

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: <http://www.portofoakland.com/business/bids-rfps/rfq-engineering/>. Responding consultants should carefully review the requirements of this RFQ to ensure that they meet all the stated requirements.

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

Consultants interested in submitting an SOQ for this work are strongly urged to attend a Pre-Submittal Meeting to be held at the time/date/location specified under "SOQ Schedule", below. At the Pre-Submittal Meeting, the Port will provide information related to the Port's insurance requirements, the Disadvantaged Business Enterprise (DBE) provisions pertaining to Airport Grant Projects, and answer questions regarding the anticipated 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 an SOQ, 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, and the Prime Consultant must include in its SOQ 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.

Some of the work to be performed under this professional services contract will be fully or partially funded by the Federal Aviation Administration (FAA) through the Department of Transportation (DOT) and must comply with DOT's Disadvantaged Business Enterprise (DBE) Program regulations (see 49 Code of Federal Regulations, Part 26). DBEs, as defined in 49 CFR Part 26, shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds under this agreement. Under the DOT regulations, any Port consultant must agree that it will not discriminate against any business owner because of the owner's race, color, national origin, or sex in connection with the award or performance of any professional services contract or subcontract, purchase or lease agreement or other agreements covered by the DOT regulations.

The successful Respondent shall comply with the Port's non-discrimination policy and the DBE Rules and shall not discriminate against any business owner because of the owner's race, color, national origin or sex in the award or performance of the Agreement.

Questions regarding this RFQ must be addressed in writing to the appropriate contact person listed under "SOQ Contacts", below. All questions not directed specifically to the primary contact person must be copied to said primary contact person. Respondents 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 questions submitted in a timely fashion via an addendum or a 'Log of Responses to Respondent Questions'; see "Port Responses to Respondent Questions", below.

The Port reserves the right to reject any or all SOQs, to waive any irregularities or informalities not affected by law, and to evaluate the SOQs submitted and to award the contract(s) according to the SOQ(s) which best serve(s) the interests of the Port.

SOQ Schedule

SOQ Issued	Monday, April 24, 2023
Pre-Submittal Meeting (Non-Mandatory)	10:00 AM, Tuesday, May 2, 2023 via Zoom videoconference: Meeting ID: 974 5503 3725 Passcode: 162785 On-Call Surveying pre-submittal Zoom link After joining the meeting, please email your contact information to dmurtha@portoakland.com to confirm attendance
Deadline for Submission of Consultant Questions	Seven (7) calendar days prior to SOQ Due Date
SOQ Due Date	Wednesday, May 24 at 12:00 noon
Short List of Qualified Consultants *	Tuesday, May 30, 2023
Consultant Interviews/Presentations *	Thursday, June 8, 2023
Final Selection Completed *	Tuesday, June 13, 2023
Board Approval of Consultant(s) *	Thursday, July 13, 2023

Contract Negotiations *	Friday, August 11, 2023
Execution of Agreement *	Tuesday, August 15, 2023
* Note that all dates subsequent to the SOQ due date are subject to change.	

Instructions for Submitting SOQs

Electronic Submission of SOQs	The Port will receive SOQs for this work in electronic format only, via the Liquid Files secure file transfer service. No hard copy or faxed SOQs will be accepted.
SOQ Format	<p>Each SOQ must be submitted in a single PDF file containing all of the items listed in Section II.D, SOQ Format and Contents, in the order specified therein.</p> <p>Note that, as per Section II.D, properly executed copies of all forms contained in Attachment 3 must be included in the SOQ. Submitted PDF must be unencrypted, universally viewable, printable, transferable and enable copy.</p>
Submittal Instructions	<p>All SOQs must be submitted via the following procedure:</p> <ul style="list-style-type: none"> • Navigate to the Port of Oakland page on the Liquid Files server, at the following URL: https://lf.portoakland.com/ • If you already have a Liquid Files account, you can log in to your existing account and proceed to send a message per the instructions below. • If you don't have an account, click the "Register" button at the bottom of the page and follow the prompts. (There is no charge to register and send a message.) • Once you're registered, whenever you log in to Liquid Files, you will be taken directly to the "Message" page. • Upload your SOQ to the Liquid Files server by clicking on the "Add Files" button or dragging the SOQ into the "Drop Files Here" box. • Address your message to dmurtha@portoakland.com. • Subject line must contain: <ul style="list-style-type: none"> • "RFQ ON-CALL SURVEYING". • Company name. • Sent date. • Body of the message must contain: <ul style="list-style-type: none"> • Complete RFQ Title. • Company Name. • Address. • Primary Contact: <ul style="list-style-type: none"> ○ Name, Title, Email, Phone Number. <p>You will receive an automatic reply to your message, which will constitute the Port's acknowledgment of receipt of your SOQ.</p>
Late Submittals	SOQs received after the time and date stated above will be disqualified.

SOQ Contacts

	Name	Phone Number	E-mail Address
Primary Contact	Dave Murtha	510.627.1474	dmurtha@portoakland.com
DBE Program *	Kamal Hubbard	510.627.1162	khubbard@portoakland.com
Living Wage Policy *	Kamal Hubbard	510.627.1162	khubbard@portoakland.com
Insurance Requirements *	Josh Schultz	510.627.1535	jschulz@portoakland.com
<p>* Questions submitted to DBE Program, Living Wage Policy, and Insurance contact persons should be copied to Primary Contact.</p>			