



NOTICE OF SOLICITATION OF PROPOSALS

REQUEST FOR PROPOSALS (RFP) FOR LARGE TRASH CAPTURE PROOF OF CONCEPT STUDY AND IMPLEMENTATION PLAN

The Port of Oakland ("Port") is soliciting proposals from qualified consultants for advancing its existing Port Trash Program Preliminary Action Plan for achieving Full Trash Capture (FTC) through development of a Large Trash Capture Proof of Concept and Implementation Plan (Implementation Plan). This plan will be specific to catchments/subcatchments where large capture devices are feasible. Small capture devices are also proposed as part of achieving FTC, but are outside of the scope of this effort.

The Port anticipates executing one agreement, which will be subject to the Port's Non-Discrimination and Small/Local Business Utilization Policy incorporated into this RFP.

The Port has posted this Request for Proposals (RFP) 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/>. Proposing consultants should carefully review the requirements of this RFP to ensure that they meet all stated requirements.

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

Attendance at a Pre-Proposal Meeting is not mandatory but encouraged for consultants who wish to submit a proposal for this work. The Pre-Proposal Meeting to be held at the time/date/location specified under "RFP Schedule", below. At the Pre-Proposal Meeting, the Port will provide information related to the Port's insurance requirements and Non-Discrimination and Small/Local Business Utilization Policy, and will answer questions regarding the proposed project, 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 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 Proposal, and the Prime Consultant must include in its 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 Proposals will receive credit for utilizing businesses that satisfy the requirements of the Port's Non-Discrimination and Small/Local Business Utilization Policy (NDSLBP), a summary of which is included herein as Attachment II (b). Prime consultants who wish to partner with small/local subconsultants can obtain information regarding Port-Certified SBE Professional and Engineering Firms from the Port's website, by performing a search of the Social Responsibility Division's on-line database at: <https://srd.portoakland.com>.

Questions regarding this RFP must be addressed in writing to the appropriate contact person listed under "RFP 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 Proposal 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 Proposer Questions'; see "Port Responses to Proposer Questions", below.

The Port reserves the right to reject any or all proposals, to waive any irregularities or informalities not affected by law, to evaluate the proposals submitted and to award the contract according to the proposal which best serves the interests of the Port.

RFP Schedule

RFP Issued	Tuesday December 13, 2022
Pre-Proposal Meeting (Non-Mandatory)	Thursday January 5, 2023 at 10:00 a.m. via videoconference https://portoakland.zoom.us/j/95507021438 Meeting ID: 955 0702 1438 Passcode: 472666 +1 669 444 9171 After the pre-proposal meeting, please email your contact information to mshriro@portoakland.com
Deadline for Submission of Proposer Questions	Seven (7) calendar days prior to Proposal Due Date
Proposal Due Date	January 18, 2023 at 12:00 noon
Short List of Qualified Consultants *	January 25, 2023
Consultant Interviews/Presentations *	February 8, 2023
Final Selection Completed *	February 15, 2023
Board Approval of Consultant *	March 23, 2023
Contract Negotiations *	February 16, 2023 to March 16, 2023
Execution of Agreement *	April 13, 2023
* Note that all dates subsequent to the proposal due date are subject to change.	

Instructions for Submitting Proposals

<p>Electronic Submission of SOQs</p>	<p>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.</p>
<p>SOQ Format</p>	<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.</p> <p>Submitted PDF must be unencrypted, universally viewable, printable, transferable and enable copy.</p>
<p>Submittal Instructions</p>	<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 mshiro@portoakland.com. • Subject line must contain: <ul style="list-style-type: none"> • "LARGE TRASH CAPTURE PROOF OF CONCEPT STUDY AND IMPLEMENTATION PLAN". • Company name. • Sent date. • Body of the message must contain: <ul style="list-style-type: none"> • Complete RFP 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>
<p>Late Submittals</p>	<p>SOQs received after the time and date stated above will be disqualified.</p>

RFP Contacts

	Name	Phone Number	E-mail Address
Primary Contact	Michelle Shriro	510.563.6503	mshriro@portoakland.com
NDSLBP *	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 NDSLBP, Living Wage Policy, and Insurance contact persons should be copied to Primary Contact.</p>			