



NOTICE OF SOLICITATION OF SOQS

Request for Qualifications (RFQ) for On-Call Trash Capture Engineering Design Support Services

I. Invitation to Submit Qualifications

The Port of Oakland ("Port") is soliciting Statements of Qualifications (SOQs) from qualified engineering firms/teams (Consultants) to provide as-needed engineering services for design and preparation of plans and specifications for construction of trash capture devices within the Port area.

The Port anticipates executing multiple agreements, which are subject to the Port's Non-Discrimination and Small/Local Business Utilization Policy incorporated into this RFQ. The combined total compensation for all contracts is on the order of \$15,000,000 over a five-year term of the contracts with option for two-year extension. The Port reserves the right to award a different amount for each contract.

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.bidnetdirect.com/california/portofoakland>

Interested Consultants should carefully review the requirements of this RFQ to ensure that they meet all of the stated requirements.

Statements of Qualifications (SOQs) 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 SOQs for this work are strongly urged to attend a Pre-SOQ Meeting to be held at the time/date/location specified under "RFQ Schedule", below. At the Pre-SOQ 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 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.

Qualified firms submitting SOQs 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 II (b). Because of the uncertainty of the actual work to be performed under this contract, Respondents 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. Interested Consultants 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 respondent questions submitted in a timely fashion via an addendum or a 'Log of Responses to Potential Consultant Questions'; see "Port Responses to Potential Consultant Questions", below.

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

RFQ Schedule

RFQ Issued	Monday June 12, 2023
Pre-SOQ Meeting (Non-Mandatory)	Tuesday June 20, 2023 at 1:00 pm via videoconference https://portoakland.zoom.us/j/99779462948 Meeting ID: 997 7946 2948 Passcode: 219944 +1 669 444 9171 After the pre-SOQ meeting, please email your contact information to mshiro@portoakland.com
Deadline for Submission of Potential Consultant Questions	Seven (7) calendar days prior to SOQ Due Date
SOQs Due Date	June 29, 2023 at 12:00 noon
Short List of Qualified Consultants *	June 30, 2023
Consultant Interviews/Presentations *	July 10, 2023
Final Selection Completed *	July 11, 2023
Board Approval of Consultant *	July 27, 2023
Contract Negotiations *	July 11, 2023 to August 7, 2023
Execution of Agreement *	September 4, 2023
* Note that all dates subsequent to the SOQ due date are subject to change.	

Instructions for Submitting SOQs

<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"> • "ON-CALL TRASH CAPTURE ENGINEERING DESIGN SUPPORT SERVICES". • 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>
<p>Late Submittals</p>	<p>SOQs received after the time and date stated above will be disqualified.</p>

RFQ 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>			