



Notification of Solicitation of Proposals for On-Call Material Testing and Construction Inspection Services (SBE)

I. Invitation to Submit Proposal

The Port of Oakland ("Port") is soliciting proposals from qualified consultants for "on-call" material testing and construction inspection services for various Port construction projects for a three-year period. The services will include field testing, sampling, and laboratory testing for soils, aggregates, asphalt concrete, Portland cement concrete, steel reinforcing, masonry, rebar, miscellaneous metals, welds, and bolts, and for performing inspection services at the direction of the project Resident Engineer.

This contract is set aside for Port-certified Small Business Enterprises (SBE). Only proposals from Port-certified SBEs will be accepted.

The Port intends to enter into one (1) or two (2) contract(s) to provide material testing and construction inspection services (SBE). The selected SBE consultant under this Request for Proposal (RFP) cannot hold any on-call materials testing and construction inspection services contract from the September 2021 solicitations for On-Call Material Testing and Construction Inspection Services for Federally Funded Projects and On-Call Material Testing and Construction Inspection Services for Non-Federally Funded Projects.

If a prospective respondent is not already certified as an SBE by the Port, the Port's Database Questionnaire and necessary support documents must be submitted to the Port's Social Responsibility Division at least 7 business days before the proposal due date in order to qualify for SBE status. Only small businesses in Oakland, Alameda, Emeryville and San Leandro qualify for Port certification as SBEs. In order to qualify as an SBE, the respondent must not exceed an average gross revenue of \$36,000,000 over the past three (3) consecutive years.

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: 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 of the stated requirements.

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

Any questions regarding this RFP can be directed to Port staff listed in the RFP contacts.

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. 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 owners' race, color, sex, or national origin in the award or performance of the Agreement.

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 a proposal 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 2(b). Because of the uncertainty of the actual work to be performed under this contract, Proposers will not receive preference points for listed subconsultants.

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	December 16 , 2021
Deadline for Submission of Proposer Questions	Seven (7) calendar days prior to Proposal Due Date
Proposal Due Date	January 18, 2022 at 12:00 noon
Final Selection Completed *	January 21, 2022
Board Approval of Consultant *	February 10, 2022
* Note that all dates subsequent to the proposal due date are subject to change.	

Instructions for Submitting Proposals

Electronic Submission of Proposals	The Port will receive proposals for this work in electronic format only . In compliance with the Governor’s Executive Orders in response to the COVID-19 pandemic and health order(s) currently issued by the Alameda County Public Health Department, and any amendments thereto (collectively, the Health Orders), the Port Offices are closed to the public and no hard copy proposals will be accepted . Faxed proposals will not be accepted.
Proposal Format	Each Proposal must be submitted in a single PDF file containing all of the items listed in Section D, Proposal Format and Contents, in the order specified therein. Note that, as per Section D, properly executed copies of all forms must be included in the Proposal. Submitted PDF must be unencrypted, universally viewable, printable, transferable and unlocked.

Submittal Email Requirements	<p>Send email with attached proposal or proposal download link to: Samuel Won (swon@portoakland.com)</p> <p>Subject line must contain:</p> <ul style="list-style-type: none"> • "On-Call Material Testing and Construction Inspection Services (SBE)" • Company name • Sent date <p>Email body must contain:</p> <ul style="list-style-type: none"> • Complete RFP Title • Company Name • Address • Primary contact: Name, Title, Email, Phone Number • Instructions for download link
Late Submittals	Proposals received after the time and date stated above will be disqualified.

RFP Contacts

	Name	Phone Number	E-mail Address
Primary Contact	Samuel Won	510.563.6520	swon@portoakland.com
NDSLBPUP *	Donna Cason	510.627.1252	Dcason@portoakland.com
Living Wage Policy *	Donna Cason	510.627.1252	Dcason@portoakland.com
Insurance Requirements *	Josh Schultz	510.627.1535	jschulz@portoakland.com
<p>* Questions submitted to NDSLBPUP, Living Wage Policy, and Insurance contact persons should be copied to Primary Contact.</p>			