



PORT OF OAKLAND

INVITATION TO SUBMIT QUALIFICATIONS

REQUEST FOR QUALIFICATIONS (RFQ) FOR ON-CALL ENGINEERING DESIGN SERVICES FOR NON-FEDERALLY FUNDED PROJECTS AT THE PORT OF OAKLAND

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 non-federally funded development and maintenance projects at the Oakland International Airport, and in the Port's Maritime and Commercial Real Estate areas.

The Port anticipates executing up to four agreements, which are subject to the Port's Non-Discrimination and Small/Local Business Utilization Policy incorporated into this RFQ. Port staff intends to recommend that the Board award at least one of the agreements under this non-federally funded solicitation to a Port-certified Small Business Enterprise (SBE), assuming that the Port receives at least one responsive SOQ from an SBE firm. The combined total compensation for all contracts shall not exceed \$5,000,000 over the three-year term of the contracts. 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:

<http://www.portofoakland.com/business/bids-rfps/rfq-engineering/>.

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

Statement of Qualifications (SOQ) will be received at the location, and until the time/date, specified under "RFQ Schedule" and "Instructions for Submitting Qualifications", below.

Consultants interested in submitting SOQ for this work are strongly urged to attend the Pre-Submittal Meeting to be held at the time/date/location specified under "RFQ Schedule", below. At the Pre-Submittal Meeting, the Port will provide information related to the Port's insurance requirements, Non-Discrimination and Small/Local Business Utilization Policy, will answer questions regarding 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 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. Work that falls under the Labor Code definition of “public works” is also subject to the provisions of the Davis-Bacon Act.

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, Proposers 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. Proposers 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 Potential Qualifiers Questions’; see “Port Responses to Potential Qualifiers 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	Friday March 4, 2022
Pre-Submittal of Qualifications Meeting (Non-Mandatory)	Friday March 11, 2022 via videoconference https://portoakland.zoom.us/j/93905122179 After joining the meeting, please email your contact information to dho@portoakland.com email address to confirm attendance
Deadline for Submission of Potential Qualifiers Questions	Seven (7) calendar days prior to SOQ Due Date
SOQ Due Date	Friday April 1, 2022 at 12:00 noon
Short List of Qualified Consultants *	Monday April 4, 2022 through Friday April 8, 2022
Consultant Interviews/Presentations *	Thursday April 14, 2022 through Friday April 15, 2022
Final Selection Completed *	Monday April 18, 2022 through Friday April 22, 2022
Board Approval of Consultant *	Thursday May 12, 2022
Contract Review/Finalization *	Monday April 25, 2022 through Friday April 29, 2022
Execution of Agreement/Insurance *	May/June 2022
* Note that all dates subsequent to the SOQ due date are subject to change.	

Instructions for SOQ

Electronic Submission of SOQs	The Port will receive SOQs 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 SOQs will not be accepted.
SOQ Format	Each SOQ must be submitted in a single PDF file containing all of the items listed in Section D, SOQ 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 SOQ. Submitted PDF must be unencrypted, universally viewable, printable, transferable and enable copy.
Submittal Email Requirements	Send email with attached SOQ or SOQ download link to: dho@portoakland.com Subject line must contain: <ul style="list-style-type: none"> • "STATEMENT OF QUALIFICATIONS FOR ENGINEERING DESIGN SERVICES FOR NON-FEDERALLY FUNDED PROJECTS AT THE PORT OF OAKLAND" • Company name • Sent date Email body must contain: <ul style="list-style-type: none"> • Complete SOQ Title • Company Name • Address • Primary contact: Name, Title, Email, Phone Number • Instructions for download link
Late Submittals	SOQ received after the time and date stated above will be disqualified.

RFQ Contacts

	Name	Phone	E-mail Address
Primary Contact	Dennis Ho	510.627.1549	dho@portoakland.com
NDSLBP *	Kimberly Wilson	510.627.1390	kwilson@portoakland.com
Living Wage Policy *	Kimberly Wilson	510.627.1390	kwilson@portoakland.com
Insurance Requirements *	Josh Schultz	510.627.1535	jschulz@portoakland.com

* Questions submitted to NDSLBP, Living Wage Policy, and Insurance contact persons should be copied to Primary Contact.