



NOTICE OF SOLICITATION OF SOQs

REQUEST FOR QUALIFICATIONS FOR ON-CALL WASTEWATER ENGINEERING SERVICES AT OAKLAND INTERNATIONAL AIRPORT, OAKLAND, CALIFORNIA

The Port of Oakland (“Port”) is soliciting Statements of Qualifications from qualified consulting firms/teams (Consultants) for assessment and engineering design services needed to prepare Construction Documents for the rehabilitation of existing sanitary sewer mains, force mains, laterals, manholes, lift stations, updating existing GIS maps; and pressure testing sanitary sewer mains and laterals at the Oakland International Airport (OAK). The selected Consultants will prepare construction documents suitable for Public Works competitive bidding for sanitary sewer rehabilitation projects. The selected Consultant will be tasked to perform all design services needed to prepare Construction Documents for the sewer rehabilitation projects.

The Port intends to award up to two (2) separate on-call wastewater engineering services contracts, pending approval by the Board of Port Commissioners (Board). The combined total compensation for all contracts shall not exceed \$5,000,000 over the 5-year term of the contracts. Note that the number of contracts awarded, the term, value and duration of each contract are at the Port’s discretion. Execution of an on-call contract will not constitute any guarantee of business or level of compensation.

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>

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

Statements of Qualifications 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 a SOQ 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, Non-Discrimination and Small/Local Business Utilization Policy, and will answer questions regarding the scope of 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 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.

Qualified firms submitting the SOQ 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 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’s 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 accept or reject any or all SOQs received, to waive any irregularities or informalities not affected by law, to evaluate the SOQs submitted, to negotiate with any qualified Consultants, and to award the contract according to the SOQ which best serves the interests of the Port.

RFQ Schedule

RFQ Issued	June 5, 2023
Pre-Submittal of Qualifications Meeting (Mandatory)	June 14, 2023 at 11:00 a.m. to noon via videoconference: https://portoakland.zoom.us/meeting/register/tJEpc-uorzkpH9KkjNi1q340td61W_2TMEj- The video conference will require registration with name, email, organization, job title, address, and phone number prior to joining the meeting. The list will be made available to all participants after the meeting.
Deadline for Submission of Potential Consultant Questions	Seven (7) calendar days prior to SOQ Due Date
SOQ Due Date	June 30, 2023 at 12:00 noon
Short List of Qualified Consultants *	July 13, 2023
Consultant Interviews/Presentations *	July 19, 2023
Final Selection Completed *	July 21, 2023
Board Approval of Consultant *	September 14, 2023
Contract Review/Finalization*	September 28, 2023
Execution of Agreement *	October 12, 2023
* Note that all dates subsequent to the SOQ due date are subject to change.	

Instructions for Submitting SOQs

Facsimile submittal of SOQs will not be accepted.

<p>Electronic Submission of SOQs</p>	<p>The Port will receive SOQs for this work in electronic format only, via the <u>Liquid Files secure file transfer service</u>. 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.C, SOQ Format and Contents, in the order specified therein.</p> <p>Note that, as per Section II.C, 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 copyable.</p>
<p>Submittal Email Address</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 msummers@portoakland.com. • Subject line must contain: <ul style="list-style-type: none"> • "STATEMENT OF QUALIFICATIONS FOR ON-CALL WASTEWATER ENGINEERING SERVICES, AT OAKLAND INTERNATIONAL AIRPORT". • 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>Electronic SOQs received after the time and date stated above shall be returned unopened to the Respondent.</p>

RFQ Contacts

	Name	Phone/Fax	E-mail Address
Primary Contact	Mark Summers	510.563.6508 (p)	msummers@portoakland.com
NDSLBU*P *	Kamal Hubbard	510.627-1162 (p)	khubbard@portoakland.com
Living Wage Policy *	Kamal Hubbard	510.627.1162 (p)	khubbard@portoakland.com
Insurance Requirements *	Josh Schultz	510.627.1535 (p)	jschulz@portoakland.com
<p>* Questions submitted to NDSLBU*P, Living Wage Policy, and Insurance contact persons should be copied to Primary Contact.</p>			