

CITY OF OAKLAND



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ATTENTION ALL BIDDERS

ADDENDUM NO. 4 to the
Contract Documents for
**Request for Proposal
6307 for
Walk This Way: The Broadway/Webster Project**

Date: December 2, 2016

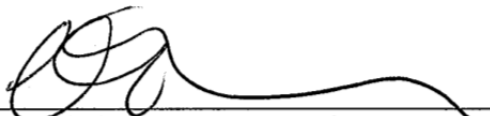
From: Planning and Building Department and Office of City Administrator Contracts and Compliance Division

To: Prospective Bidders

1. This Addendum No. 4 forms a part of the Contract Documents and modifies the original Request for Proposal Documents.
2. Acknowledge receipt of Addendum No. 4 in the space below and attach this signed document to the Proposal.
3. This Addendum includes a Q&A document with questions received by the City in writing since the Pre-Proposal meeting on November 7, 2016, along with associated responses.
4. All Contractors working with or anticipate working with the City of Oakland must register through iSupplier at the following link <http://www2.oaklandnet.com/Government/o/CityAdministration/d/CP/index.htm> in order to receive future Invitation to Bids for Construction and Professional Service projects and invoice payments. If you have already registered via iSupplier, thank you in advance.
5. Once you have completed the process, please send an email to

DCPCA@oaklandnet.com with the RFP name on the subject line and we will add you to the invitation list for future notifications of contracting opportunities with the City of Oakland.

6. For questions regarding the following topics below:
- a. iSupplier questions, please send an email to isupplier@oaklandnet.com
 - b. Requesting to receive an invitation to participate in a project, please send an email to DCPCA@oaklandnet.com.
 - c. Project related questions, contact the Project Manager, Christina Ferracane at (510) 238-3903.
 - d. Contract compliance questions, contact Vivian Inman at (510) 238-6261.
 - e. Contract administration questions (e.g., planholders list, attachments, etc.) please call (510) 238-3621, fax your request to (510) 238-6267 or log on to the following website
<http://www2.oaklandnet.com/Government/o/CityAdministration/d/CP/s/PlanHoldersList/index.htm>.



Christina Ferracane, Project Manager

ADDENDUM NO. 4 ACKNOWLEDGED:

Signature of Bidder

Date

Questions and Answers

The following documents includes questions (and responses) received by City of Oakland staff as of November 30, 2016. The list categorizes the questions by topic area. For more information, please contact Christina Ferracane at cferracane@oaklandnet.com.

Contract Compliance Questions

Paula Peav ppeav@oaklandnet.com

Vivian Inman vinman@oaklandnet.com

1. How do we register on iSupplier [the City's Contract Management system]?

Step 1. Registration

Suppliers who have already had contracts with the City but have not yet been invited by iSupplier to update their Business Profile:

Your firm's project manager or principal should send an email to isupplier@oaklandnet.com and provide the email address you wish to use as your business primary point of contact (do not use temporary email addresses) with contact information such as name, telephone number, etc.

Suppliers who do not have previous contracts with the City :

Register at

<http://www2.oaklandnet.com/Government/o/CityAdministration/d/CP/index.htm>. Click on the "Register" under the iSupplier logo. The City will review your application/invitation within 2 working days with an email approving or rejecting your firm's registration application.

Step 2. Notification and Invitation

Once you have registered your user name (email address) and password, please log into the system via the internet and not the link in the email and click the Admin tab at the top right to complete your Business Products and Services. By completing this link will ensure that you receive notifications of all City projects within your classification.

Please send an email to DCPCA@OAKLANDNET.COM to notify us that you have completed your registration and that you would like to be invited to view the RFQ. Note that the Walk this Way RFQ number is **6307**. If you encounter any problems with iSupplier, such as logging in or do not remember your user name and password, please send an email to isupplier@oaklandnet.com advising of the situation.

2. Does our firm need to register on iSupplier in order to submit a proposal?

Firms are not required to register on iSupplier in order to submit a proposal. However, registering in iSupplier does provide numerous benefits, as described below, including the

potential to get on the Planholders List and receive automatic notifications regarding publication of RFQ Addenda.

3. How do we add our firm's name to the Planholders List on iSupplier?

Once you're logged on, please make sure that you click that you "intend to participate", so that your firm's name will be listed on the Planholders List.

4. Do I need to acknowledge on the iSupplier system that I am participating in order to receive Addenda and be added to the Planholders List?

To receive addendums and be added to the Planholders List you must acknowledge the email notification and click that you "intend to participate" in your iSupplier portal. If you do not acknowledge, you might still receive Addenda but you will not be included in the Planholders List. If you acknowledge that you will not be participating, all future notification for that RFQ will stop.

5. How can we see a list of Planholders?

The Planholders List is available here:

<http://www2.oaklandnet.com/government/o/CityAdministration/d/CP/s/PlanHoldersList/index.htm>

6. How can I see a list of attendees from the pre-proposal meeting?

The list of pre-proposal attendees is available as Addendum 3 and Addendum 4 -- available on the Project website:

<http://www2.oaklandnet.com/government/o/PBN/OurOrganization/PlanningZoning/OAK061205>

7. Can you explain how Schedule E2 works? How do the additional extra points work for this piece?

Schedule E-2 is an optional schedule that provides evidence regarding a prime contractor's Oakland resident workforce. The prime contractor can earn the below extra points based on the percentage of Oakland residents in their employ.

Oakland Resident Workforce - Workforce Additional Points

Up to 24% ----- 1.00 pt

25%- 49% ----- 2.00 pts

50% -74% ----- 3.00 pts

75%-99% ----- 4.00 pts

100% -----5.00 pts

The prime contractor submits the Schedule E-2, their complete Quarterly Tax Statement (DE-9) and California Driver's License or California Identification Card for the Oakland resident employees. Schedule E-2 should NOT be submitted with the proposal, since it will contain confidential information about employees; instead Schedule E-2 shall be submitted separately, within 4 days of the proposal due date (by Tuesday, December 20 at 2pm).

8. Please provide the criteria for extra points.

The prime consultant earns extra preference points for having an existing work force that includes Oakland residents (as described above) and for years in Oakland as follows:

Years in Oakland --- Additional Points

<i>5 yrs -----</i>	<i>0.50 pt</i>
<i>10 yrs -----</i>	<i>1.00 pt</i>
<i>15 yrs -----</i>	<i>1.50 pts</i>
<i>20 yrs -----</i>	<i>2.00 pts</i>
<i>25 yrs -----</i>	<i>2.50 pts</i>

In addition, a team may earn up to five (5) preference points for local Oakland business participation. Upon satisfying the minimum fifty percent requirement, a consultant will earn two (2) preference points. Three (3) additional preference points may be earned at a rate of one point for every additional ten percent participation up to eighty percent participation of the total contract dollars spent with local Oakland certified firms.

9. What additional participation points do we gain by forming a joint venture?

A business that is bidding or competing for City contracts may associate with a certified LBE or SLBE business to compete for contracts as a joint venture. A joint venture should be between two entities with the same discipline or license as required by the awarding department. Joint ventures receive bid discounts depending upon the LBE or SLBE percentage of participation. The parties must agree to enter into the relationship for at least the life of the project. The City Administrator or a designee, along with the City Attorney's Office, must first approve the LBE/SLBE Joint Venture Agreement/Management Plan before the joint venture is eligible for bid discounts and the approved agreement must be submitted five (5) days prior to bid or proposal due date.

10. As an S/LBE firm, how would I go about becoming the SLBE component for a larger project?

You may obtain the Plan Holders list from the City's iSupplier (see link above) or the list of pre-proposal meeting attendees (as described earlier) to introduce your firm to potential proposers.

11. How seriously will adherence to the LBE/SBE figure be taken in the evaluation of RFPS? If teams do not meet this quota will it result in preclusion from the shortlist?

Failure to meet the 50% Local and Small Local Business Enterprise (L/SLBE) will result in your firm being deemed non-compliant with the City's Local and Small Local Business Enterprise Program requirement. Furthermore, the team will not be eligible to receive any of the 2-5 points that are achieved through L/SLBE Certified Business Participation. However, non-compliance does not mean a design team is excluded from any portion of the Request for Proposals process.

12. The RFP states that the City has waived the SLBE subcontracting requirements for Oakland certified LBEs that apply for consultant agreements as the prime consultant for professional services. So, does that mean that a prime LBE does not need to meet any minimum requirements for SLBE sub consultants for professional services?

Yes, the City has waived small local business enterprise (SLBE) subcontracting requirements for Oakland certified local businesses that apply for professional services contracts. However, firms must still meet the 50% Local and Small Local Business Enterprise (L/SLBE) participation requirement.

13. The RFP's requirement appears to be strictly for L/SLBE certified by Oakland. What about business certification with Alameda County or with the State of California?

The L/SLBE requirement can only be met with Oakland certified L/SLBE firms. Small, local certifications from Alameda County or the State of California, do not count towards the 50% L/SLBE requirement. Non certified firms will need to subcontract with certified L/SLBE firms to meet the requirement.

14. Would the City be open to combining teams or subset(s) of team subconsultant members if the selected teams/member(s) were mutually amenable to collaboration as suggested and brought together by the City?

The City does not make recommendations regarding team compositions.

15. Once a team is selected and the workplan has been developed with the City's input, will additional sub-consultants be able to be added?

Adding subconsultants would require a professional services contract amendment and would generally be tied to a change in scope. The revised Professional Services contract would still be subject to the local and small local business enterprise program requirements.

Proposal Questions

16. For Section C, Relevant Experience, can you describe what you mean by 'local government operations?' Are you looking for public projects completed in the Bay area, or specific to Oakland? Is three a maximum number, or is it ok to include more projects?

The City is interested in understanding the type of local government (i.e. municipal level) experience of the proposing firms. Any number of public projects that may be relevant can be listed and described, within the ascribed page limit.

17. Is a Fee Proposal expected to be submitted in addition to the Billing Rates?

Yes, the City expects a Fee Proposal in addition to billing rates. The Fee Proposal should be for Phase I (including the optional task 9) and Phase II. The Fee Proposal should be broken down by task within the Scope of Work. In addition, the Fee Proposal needs to identify overall fee amounts for each contractor, so our Contract Compliance staff can evaluate how the proposal complies with the City's local and small business requirement.

18. What kind of information does the City have illustrating and describing existing conditions at the Broadway and Webster underpasses? (including seismic status, plans/sections of the site, CAD files, clear heights, 3D model of the existing infrastructure)

The City does not have detailed as-built sections or plans available at this time. However, the City is working with CalTrans to get those, and they will be available to the selected Design Team.

19. Is a traffic study with vehicular and pedestrian data available?

As described in the RFP, the I-880 Oakland-Alameda Freeway Access Improvement Project is an ongoing transportation study and project. That Project has done numerous traffic studies that will be available to the selected Design Team.

20. Would you have a 3D model of the existing site conditions/infrastructure or/and context buildings?

Building massing near the freeway underpasses is illustrated in the Downtown Plan's [Alternatives Report](#). The sketch-up models are not yet available for public distribution at this time, but will be shared once they are available. However the City does not have detailed 3D models of the infrastructure.

21. Are all the streets, and ramps owned by the city or are some owned / maintained by the state (i.e. Caltrans)?

All areas under the freeway, along with on-ramps and off-ramps are owned Caltrans. The City of Oakland maintains sidewalks areas per the City's maintenance agreement with Caltrans.

22. How does the City/ Planning and Building department see the design review sessions factoring into the Design Development process and the schedule?

The City sees the Design Review sessions (described on page 6 in the Scope of Work section of the RFP) as an opportunity to get initial input regarding the proposals, which could be followed by a larger public outreach opportunity.

23. Please describe what the City is looking for in the Conceptual Design Approach (Submission Requirement #2).

The Conceptual Design Approach should lay out the Design Team's general design thinking for the Broadway/Webster Project. The Design Team should communicate key themes, a sound understanding of the site, and general ideas for the types of solutions needed at the project site. Illustrative imagery may be included in the Conceptual Design Approach. The final design will be developed through a process of stakeholder input, site analysis and feedback from City agencies.

24. Are there any more schedule milestones or deadlines for Phase I and II that the city can share with us at this time? Is there a requirement to spend any of the funding by a specific deadline or within a certain fiscal year?

The Safe Routes to Transit Grant portion of funds (about 75% of Phase I budget) is meant to be expended by July 2018. The other funding sources do not have a deadline. Therefore the majority of Phase I should be completed by July 2018, with the entire portion of Phase I completed by December 2018. As funds have not yet been secured for Phase II, the timing is less prescribed. However, the goal of the project is to implement design improvements that will be

beneficial in the near term (within 5 years of project launch) and the City will aggressively be pursuing funding sources and next steps.

25. There is mention of "low-cost interim design materials"... what is the time frame of "interim" as installed on site? And do the 35% CDs factor only for the interim materials, or do they account for the fully-fledged finished vision with final materials/components?

Task 9 in the Scope of Work (Optional Task - Design low cost intersection improvements near Lake Merritt BART Station) is meant to result in 100% construction drawings that the City could use to immediately implement improvements (actual implementation of these improvements is outside of this RFP's scope of work). Examples of materials including striping, wheel-stops, pop-up bollards, paint. See examples below.



Painted Traffic Circle in Oakland



New York City



Lane Reduction – Oakland

26. Should the work plan address the scope of work for both Phase I and Phase II?
The Work Plan should address the Scope of Work for both Phase I and Phase II, in addition to the Optional Task 9 (included in Phase I).
27. May we consider road or on/off ramp alignment adjustments or potential road narrowing measures?

This Project will not contemplate any major changes to circulation patterns, since there is a parallel, longer-term Project that is doing just that (see Freeway Access Project, described on page 8 of the RFP). However, the City is seeking input on minor safety and traffic calming

improvements to the existing circulation patterns, such as reducing lane widths, removing slip turns, and providing more space for pedestrians. As a parallel process the City, in conjunction with AC Transit is studying ways to improve transit service along the entire Broadway corridor.

28. May we consider change of zoning or use of adjacent properties in our proposal? And in terms of programmatic requirements, will the City be opened to commercial ideas such as open market or farmers' market?

Yes, the City is open to zoning changes and a variety of programmatic possibilities.

29. Confirm that public art is inclusive of this scope of work, and will not be issued out as a separate RFP. On page 11 of the RFP package "BROADWAY AND WEBSTER STREET UNDERPASS AND SURROUNDING SITE AREAS", it identifies 8 individual underpasses.

The goal of the Project is to incorporate public art or artistic design into the Design within this RFP. The RFP includes a broad definition of the type of the design professional(s) that could help achieve this goal. As stated on page 24 of the RFP, they're identified as professional(s) specializing in public art, with experience that includes some combination of education and training as an artist or curator, previous public art commissions, an exhibition record with cultural organizations and galleries, participation in artist-in-residency programs, or other activities indicative of a professional art practice with a unique approach to design, craftsmanship, and technique.

30. From page 12 to 21, the RFP seems to focus only on Broadway and Webster underpass. Will the future services only involve this underpass?

The focus of Phase I and Phase II of the RFP are the Broadway and Webster Street underpasses (and adjacent spaces). The construction drawings (35% in Phase I, and 100% in Phase II) will only be required for the Broadway and Webster Street underpass areas.

31. What kind of environmental analysis is anticipated?

In order to ensure implementation, it is anticipated that during Phase II the project will require environmental analysis in compliance with California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). The level of analysis will be based on the scope of the proposed Project. It is worth noting that the City of Oakland has adopted VMT-based CEQA thresholds of significance for transportation analysis.