

CITY OF OAKLAND



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Planning and Building Department
Office of the Director

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ATTENTION ALL BIDDERS

ADDENDUM NO. 1 to the
Contract Documents for
Request for Quotation 5901, 1
for the
Equitable Development Strategy for Specific Plan Implementation

Date: February 11, 2016

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

To: Prospective Bidders

1. This Addendum No. 1 forms a part of the Contract Documents and modifies the original Request for Proposal Documents.
2. Acknowledge receipt of Addendum No. 1 in the space below and attach this signed document to the Proposal.
3. A VOLUNTARY Pre-proposal Meeting was held on Thursday, February 4, 2016 and attached please find the **attendance sheet**.
4. The Submittal date **has been changed** from Thursday, February 25, 2016 at 2:00 pm to **Thursday, March 10, 2016 at 2:00 pm.**
5. The City of Oakland will be closed on **February 12 and ¹⁵13, 2016.**
6. Please find the following questions and answers:
 - a) Q: Can the City assemble a team from bidding consultants (essentially, rearranging teams)?
A: Yes, the City can ask firms to consider partnering with firms different from their proposing team.
 - b) Q: Can you please clarify the process and requirements for getting "bonus points" for a non-Oakland business that employs Oakland residents?
A: Please see the attached Program Submittals; for any further clarification, please

contact Vivian Inman (see contact info under item 12).

c) Q: What does the City hope for in a lead / prime organization? Planning firm? Local CBO? Think Tank? Independent consultant?

A: That is up to the applicant. We will review all applicants' proposals.

d) Q: What content knowledge and experience do you expect the prime to have?

A: Please see the RFP document, "Consultant Qualifications" (page 3)

e) Q: Can you please provide a budget ball park estimate or range? Depending on the expected level of effort for each task the budget range could be huge.

A: Each applicant is expected to submit proposed budgets.

f) Q: When putting together a proposal, do you want team to provide a detailed scope and budget?

A: Yes

g) Q: Should we denote possible required vs. optional tasks?

A: Yes

h) Q: Should we suggest alternative scope tasks to what is presented in the proposal?

A: Yes

i) Q: How much of this effort is focused solely on supporting the work of the downtown Specific Plan vs. creating a tools/ process that can be replicated for future projects/ plans?

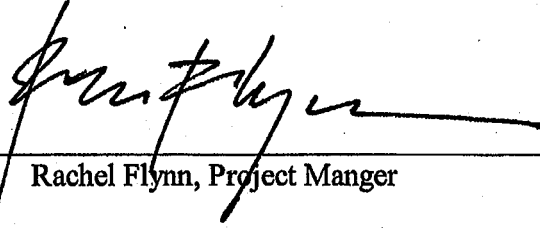
A: It is for the Downtown Specific Plan and the effort required for future areas to be studied in the City (as resources become available to address those areas).

7. 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.

8. Once you have completed the process, please send an email to DCPCA@oaklandnet.com with "Equitable Development Strategy for Specific Plan Implementation" as the subject and we will add you to the invitation list for future notifications of contracting opportunities with the City of Oakland.

9. 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, Rachel Flynn at 238-2229.
- 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>.



Rachel Flynn, Project Manger

ADDENDUM NO. 1 ACKNOWLEDGED:

Signature of Bidder

2.11.16

Date

PRE-PROPOSAL MEETING ATTENDANCE SHEET

Company Name	Contact Person	Address	Phone	Email
Michael Baker	Abby Woods	500 12th St #250, Oakland, CA	(847) 644-0746	awoods@mbakerintl.com
Communities in Collaboration	Heather Imboden	2323 Broadway, Oakland	(510) 684-6710	heather@communitiesincollaboration.com
Raimi + Associates	Aaron Welch	2000 Hearst St, Berkeley	(510) 200-0521	aaron@raimiassociates.com
Metropolitan Group	Beth Strachan	55 New Montgomery \$619, SF 94105	(415) 343-7590	bstrachan@metgroup.com
Hiroko Kurihara Designs	Hiroko Kurihara	477 25th St, Oakland CA 94612	(510) 384-5146	h2oakland@sbcglobal.net
Policy Link	Katherin Canton	665 15th St, MTA, Oakland	(510) 393-8580	katherin@emergingssf.org
OBDC Small Biness Finance	Victor Rubin	1438 Webster St #303, Oakland, CA 94612	(510) 663-4326	vrubin@policylink.org
BAE Urban Economics	Jen Leybovich	2101 Webster St #1200, Oakland, CA 94612	(415) 627-8380	jen@obdc.com
PUEBLO	Stephanie Hagar	2600 10th St #300, Berkeley, CA	(510) 547-9380	stephaniehagar@bae1.com
Urban Strategies Council	John Yuasa	3528 Foothill Blvd	(510) 535-2525	yuasa@peopleunited.org
WOEIP	Bobby Stahl	1720 Broadway	(510) 893-2404	roberts@urbanstrategies.org
Envirocom Communications	Brian Beveridge	349 Mandela Parkway	(510) 257-5645	brian.woeip@gmail.com
Bright Research Group	Surlene Grant	13804 Bancroft Ave 94578	(510) 352-7826	sgrant@envirocommunications.com
Mithun Architects + Planners	B. Ohlson	660 13th St, Oakland, CA 94612		bohlon@brightresearchgroup.com
Asian Neighborhood Design	Danny Thai	250 Frank Ogawa Plaza #3315, Oakland, CA 94	(510) 238-3436	spintern3@oaklandnet.com
Streetwyze	Tim Mollette-Park	660 Market St, San Francisco, CA	(415) 489-4834	tim@mithun.com
	Babette Jee	1245 Howard St, San Francisco, CA	(415) 575-0423	bjee@andnet.org
	Tessa Cruz	1625 Clay St, Ste 600, Oakland, CA	(510) 331-9380	tcruz@iseeed.org

PART II: PROGRAM INCENTIVES

Bid Discounts and Preference Points

Incentives are earned based on the level of participation proposed prior to the award of a contract. Bid discounts are applied at a rate of one percent (1%) or one (1) preference point for every 10% of contract dollars attributable to certified firms. No more than five percent (5%) in bid discounts or five (5) preference points may be earned.

Level of L/SLBE Participation Achieved		Bid Discounts To Be Awarded to Contractors (Construction)	Preference Points to be Awarded to Consultants (Professional Services)
50%	25% LBE and 25% SLBE	2%	2 pts
60%	30% LBE and 30% SLBE	3%	3 pts
70%	35% LBE and 35% SLBE	4%	4 pts
80%	40% LBE and 40% SLBE	5%	5 pts

In those instances where VSLBE participation is evident, the value of preference points and bid discounts associated with VSLBE participation will be double-counted towards meeting the requirement.

Request for Proposal (RFP) and Request for Qualifications (RFQ) Preference Points for Local Hire or Non-Construction Contracts

Earning extra preference points for having an existing work force that includes Oakland residents is considered added value. The Request for Proposal "evaluation" process allows for additional preference points over and above the number of points earned for technical expertise. Typically 100 points may be earned for the technical elements of the RFP. Preference points are awarded over and above the potential 100 points. Staff recommends awarding preference points for an Oakland workforce according to the percentage of Oakland residents as follows:

Years in Oakland		Oakland Resident Workforce	
Years in Oakland	Additional Points	Workforce	Additional Points
5 yrs	.50 pt	Up to 24%	1.00 pt
10 yrs	1.00 pt	25%- 49%	2.00 pts
15 yrs	1.50 pts	50% -74%	3.00 pts
20 yrs	2.00 pts	75%-99%	4.00 pts
25 yrs	2.50 pts	100%	5.00 pts

Given the above, local and non-local businesses may earn up to a maximum of 2.5 additional 5 preference points for having a workforce that is made up of Oakland residents and committing to Oakland new hires.