

# Technical Consultants for Sea Level Rise Adaptation Projects RFP

## Questions and Responses

May 18, 2023

**Participants at the Pre-bid Meeting – Optional Contact Information:** Was distributed on May 15, 2023 under a separate email to the meeting participants.

**Question:** Does the City have a project schedule in mind, or are there any key dates or deadlines we should be aware of?

**Response:** Please see Table 1 for the concluding dates of the funding source terms. Since these projects are funded by grants, the Project Partners need to fit the schedule to meet the funding constraints. City staff requested Caltrans to extend the funding term to fall 2025 to be more in line with the other funding sources; however, Caltrans does not allow time extensions.

**Table 1: Concluding Dates for Funding Source Terms**

Project Description	Funding Source	Funding Term
Long-term Sub-regional Adaptation Plan	SFEP: NFWF:	to October 31, 2025 to June 1, 2026
Bay Farm Island Adaptation Project	FEMA: City of Alameda:	to September 29, 2025 Not applicable
Oakland-Alameda Estuary Adaptation Project	Caltrans: City of Alameda:	to February 28, 2025 Not applicable
Project Termination <u>Critical Path</u>		<b><u>February 28, 2025</u></b>

**Question:** Do you encourage partnerships between organizations?

**Response:** Yes, City staff is expecting to receive proposals from Consultant teams with a prime consultant and sub-consultants as subject matter experts that will complete a variety of needs. Community Partners will lead the community engagement process, and have been selected in a separate competitive process.

**Question:** Are there local participation points for Alameda based businesses? Are firms to be certified small business with State of California or City of Oakland?

**Response:** Yes, there are a maximum of five points for certified small businesses as stated on page 10 in the RFP:

For Part B, a certified small business will have its points increased by 5 percent of the points awarded to the highest scored non-small business bidder if the business commits to subcontract at least 25 percent of its net bid price with one or more small businesses. (See SCM 1, sections 8.20 and 8.21 - Webpage: <https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/State-Contracting>)

**Question:** Is there a costing template we need to follow? If so, can the template be sent out/posted?

**Response:** No, there is not a cost template and the Consultant can use their own template. The Consultant will need to comply with the indirect cost rate requirement and the consultant fee cap requirement. Both the indirect cost rate and the consultant fee caps are mentioned in the Consultant RFP on page 22 – Exhibit A (Federal Requirements).

**Question:** Can you clarify if firms are able to propose for one or two of the projects within the RFP, or if the proposal should include a scope of work for all three?

**Response:** Consultant may submit interest in one, two or all three projects. Consultant will be expected to coordinate with Consultant team(s) on the other project(s) if multiple Consultant teams are selected for the three projects.

**Question:** We understand that SFEL is already under contract as Scientific Advisor but won't we need someone for the permitting process?

**Response:** Yes, a subcontractor that specializes in permitting as a subject matter expert is expected.

**Question:** Please describe what discipline you expect to prime each project?

**Response:** The City is open to the type of prime Consultant, and is expecting communication and respectful coordination to be key skills.

**Question:** Would this project rely on existing BCDC ART program sea level rise projections and mapping or also consider other alternative model sources or the development of new analysis?

**Response:** The City is looking to coordinate with the regional and state levels on projections, mapping and other methods and protocols.

**Question:** In the EPA financial contracting terms, it notes "For-profit organizations and individual consultants, in almost all cases, are not eligible subrecipients under EPA financial assistance programs and the pass-through entity must obtain prior written approval from EPA's Award Official for subawards to these entities unless the EPA approved budget and work plan for this agreement contain a precise description of such subawards." Has the City of Alameda, as the pass-through entity, received pre-approval for a for-profit org to be a subrecipient of the grant funds?

**Response:** Yes, Consultants are line items in the grant funds.

**Question:** You mentioned Federal Funding- does the funding trigger DBE % goals?

**Response:** Yes, page 23 of the Consultant RFP describes the EPA's Disadvantaged Business Enterprise (DBE) Program and the need to make a good faith effort to solicit DBE participation. City staff notified almost 140 companies on the Caltrans DBE list for feasibility studies, environmental, hydrology and structural engineering as well as environmental – biological studies. Caltrans webpage: <https://caltrans.dbesystem.com/>

EPA's FAQ page for DBE information is as follows:

<https://www.epa.gov/grants/frequently-asked-questions-disadvantaged-business-enterprises>

**Question:** any limitation on the # pages workplan?

**Response:** Page 9 of the Consultant RFP shows recommended page limits for several submittals yet there is no page limit for the work plan.

**Question:** sorry - no ceqa or nepa? (Are ceqa and nepa required) To clarify, will CEQA and NEPA compliance be part of a future phase? or the current phase?

**Response:** Both CEQA and NEPA are expected to be needed; however, it is unclear if this project could cover the completion of the environmental documentation. The northern shoreline of the Bay Farm Island project will be the area that has the most design work so this project area is expected to make the most progress with permitting requirements. Since we do

not know at this time what the short-term project concept is for this northern waterfront area of Bay Farm Island, it is difficult to know the exact scope of the environmental documentation.

**Question:** Do you expect the consultant team to participate directly in the community outreach meetings and accordingly this should be included in the project budget?

**Response:** The Consultant mainly is expected to be the subject matter experts for the outreach effort, and the Community Partners are leading the community engagement. The Consultant will need to coordinate with the Community Partners and the other Project Partners on the outreach to ensure the project team conveys accurate information to community members. The Consultant will be expected to make presentations and participate in community events as the subject matter experts.

**Question:** Has the working group defined Long-Term for the purposes of this scope?

**Response:** The Project Partners will coordinate with regional and state agencies on the long-term definition, which currently is looking to be end of the century: 2100.

**Question:** Is a for-profit company allowed to get profit on this work (any project parts), or are they required to award a cost reimbursable agreement only?

**Response:** The Consultant will need to comply with the indirect cost rate requirement and the consultant fee cap requirement. Both the indirect cost rate and the consultant fee caps are mentioned in the Consultant RFP on page 22 – Exhibit A (Federal Requirements).