



January 8, 2019

3:00 p.m.

RFP No. R19-0004



Pre-Proposal Meeting
for
East Bay Greenway (Lake Merritt BART to South Hayward BART)
Right of Way Support Services

Agenda

1. Introduction
2. Alameda CTC Overview
3. Governance
4. Project Overview
5. Scope of Work
6. RFP Schedule
7. Proposal and Prevailing Wage Requirements
8. Local Business Contract Equity Program
9. Evaluation/Criteria and Award
10. Questions Submittal
11. Proposer Networking Session
12. Questions and Answers

Alameda CTC Overview

1986

- Voters approved **Measure B**, which funds the **1986 Transportation Expenditure Plan (TEP)**, and the Alameda County Transportation Authority (**ACTA**) was created

1991

- Alameda County Congestion Management Agency (**ACCMA**) was created by a JPA between Alameda County and the 14 incorporated cities in Alameda County

2000

- Voters approved a **new Measure B**, which funds the **2000 TEP**, and the Alameda County Transportation Improvement Authority (**ACTIA**) was created

2010

- Alameda County Transportation Commission (**Alameda CTC**) was created as the result of a JPA between ACCMA, ACTIA, Alameda County, the 14 incorporated cities in Alameda County, BART, and AC Transit

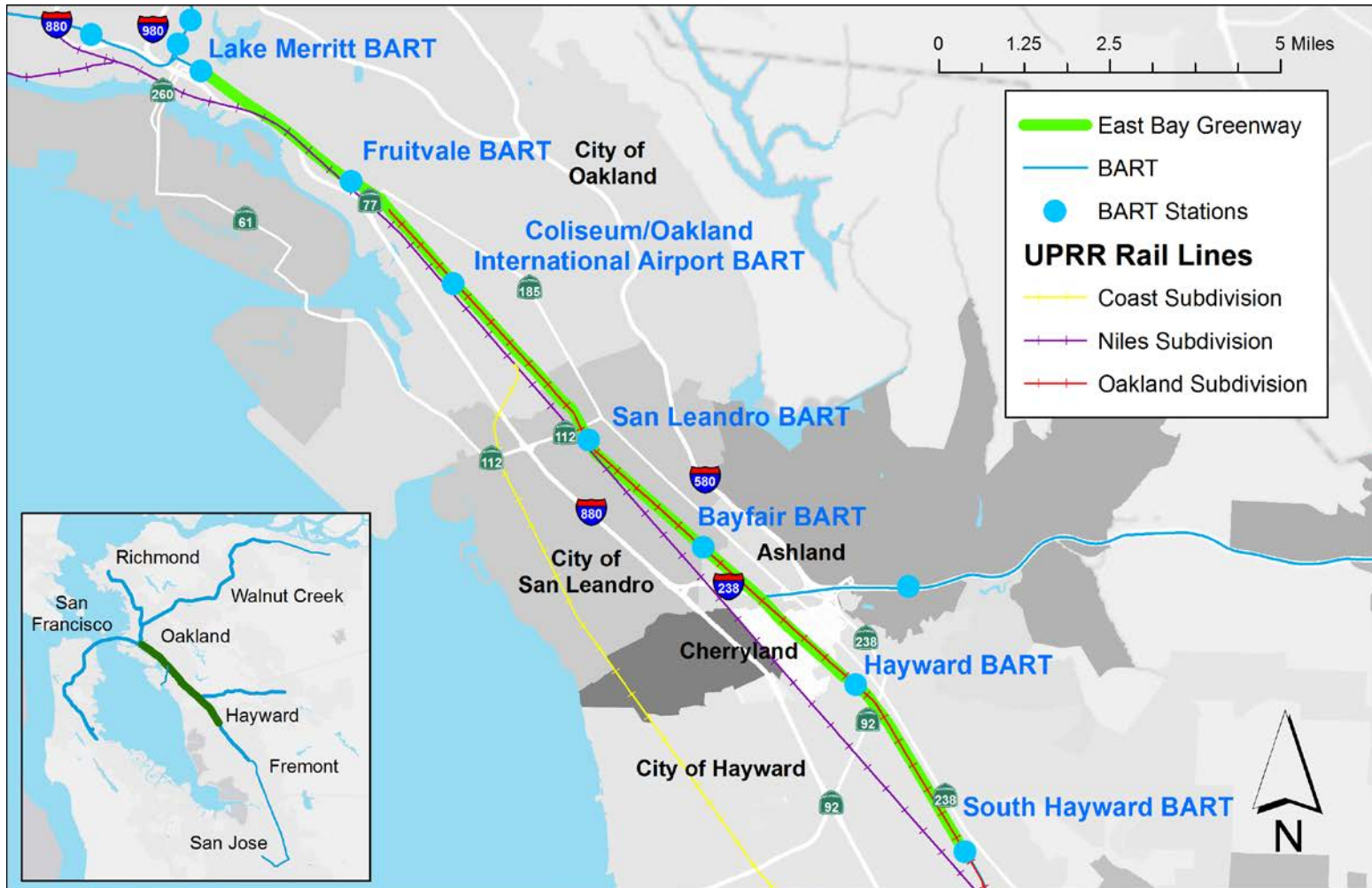
2014

- Voters approved **Measure BB**, which funds the **2014 TEP**, and is administered by Alameda CTC

Governance

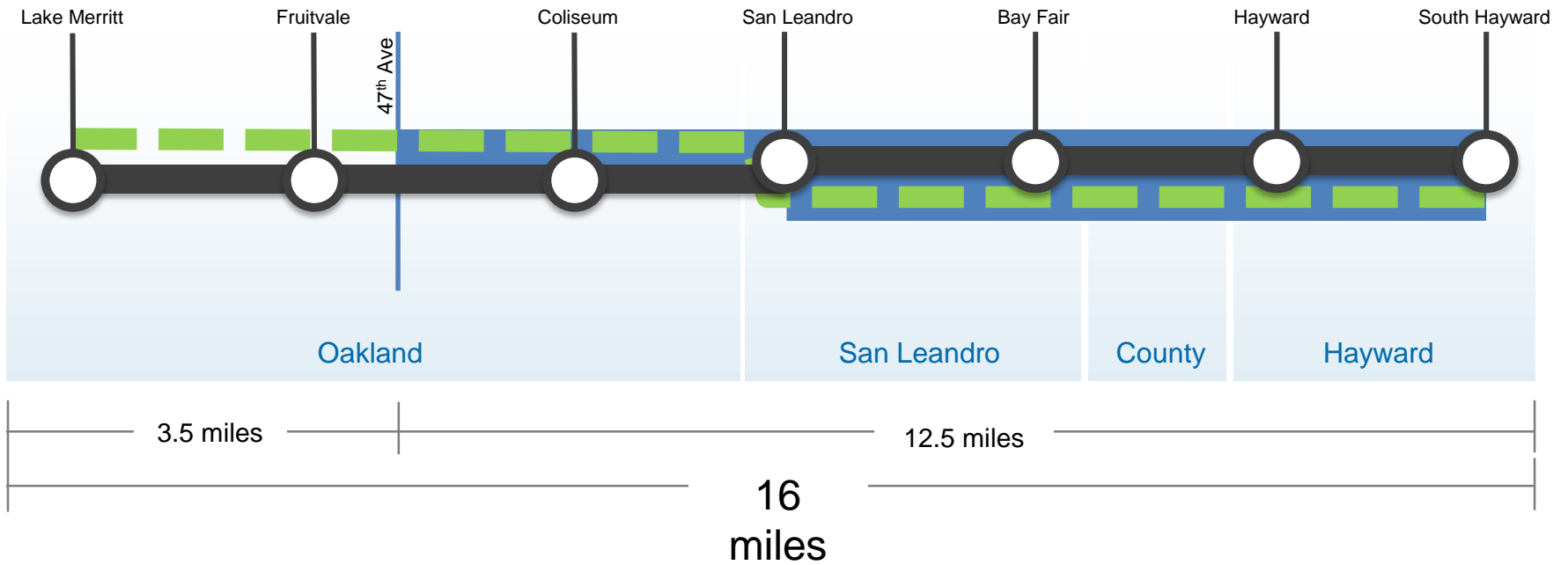
- Agency is governed by a 22-member Commission
 - *Five Alameda County Supervisors*
 - *Two City of Oakland Council representatives*
 - *One representative from each of the other 13 incorporated cities in Alameda County*
 - *One representative each from AC Transit and BART*

Project Overview



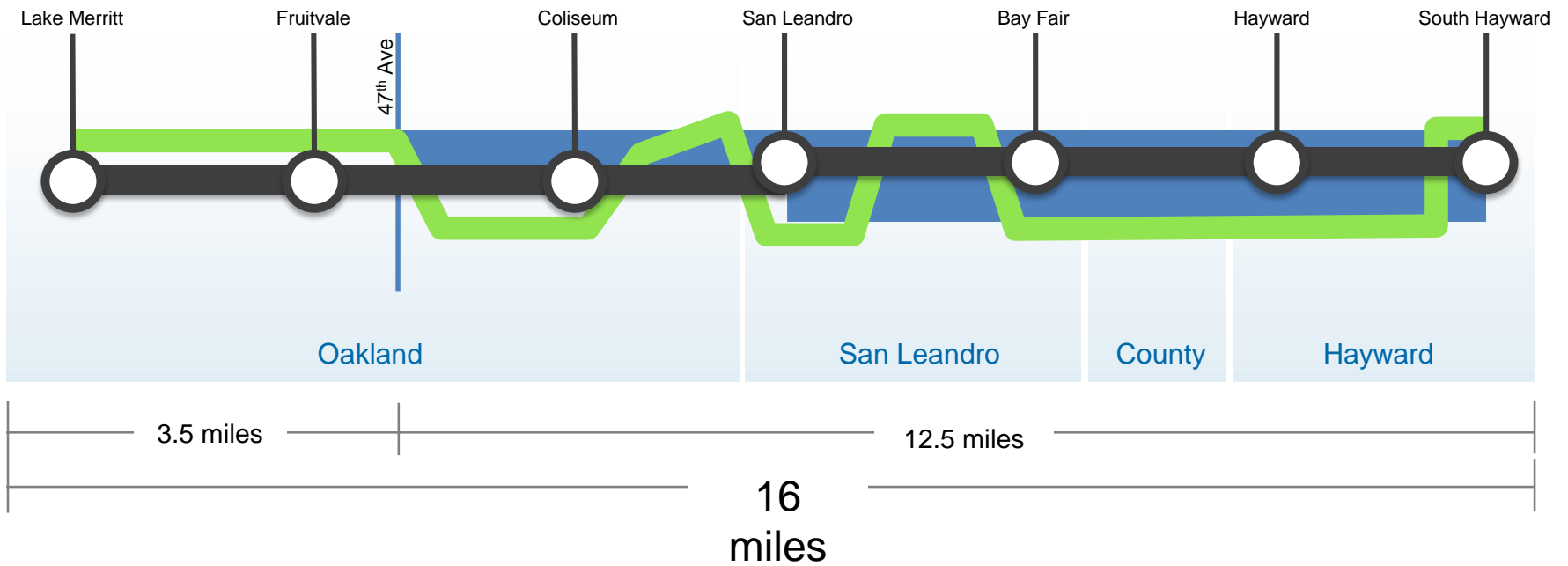
Rail-to-Trail concept

■ BART ■ UPRR ■ Rail-to-Trail



Rail-with-Trail concept

■ BART ■ UPRR ■ Rail-with-Trail



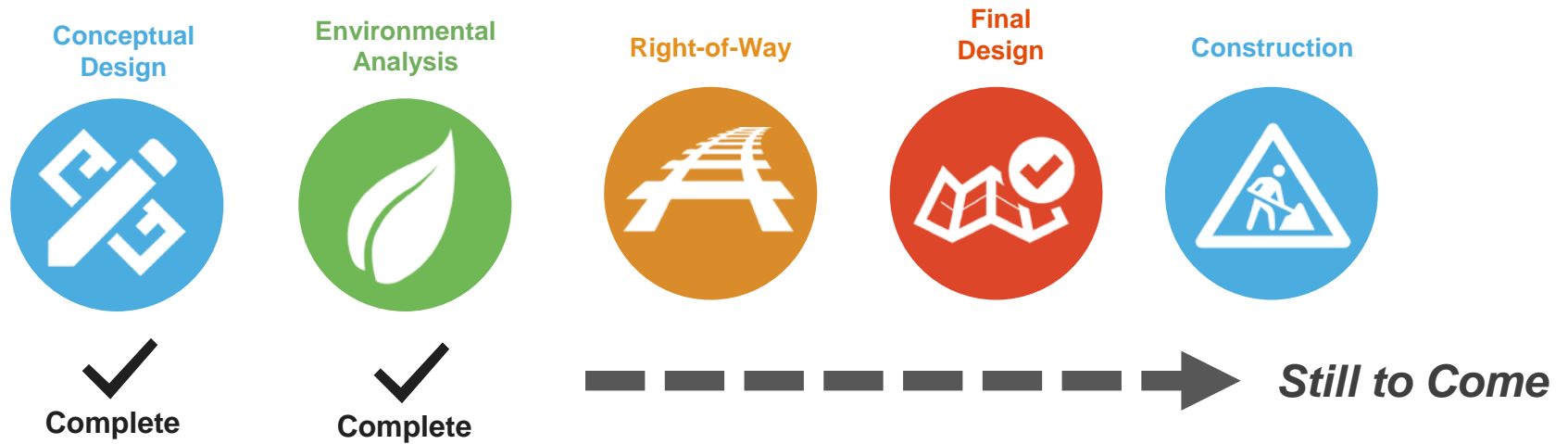
Rail-to-Trail R/W needs

The selected consultant is expected to provide R/W services for **Rail-to-Trail** option only.

- Full Acquisition: 119 UPRR Parcels
- Partial Acquisition: 1 Privately Owned Parcel (SBMANN5 LLC)
- Easement: 19 BART Parcels

Note: The foregoing is being provided for informational purposes only; the selected consultant must analyze and verify the ownership and number of the parcels.

Project Status



Scope of Work by Task

The Alameda CTC intends to retain a professional services consultant or consultant team to provide Right of Way Support services.

TASK 1: PROJECT MANAGEMENT

TASK 2: R/W ENGINEERING

TASK 3: APPRAISALS

TASK O1: NEGOTIATIONS AND ACQUISITION

RFP Schedule (In Pacific Time; see RFP Table 1)

ACTIVITY	DATE/TIME
RFP issued.	December 14, 2018
Optional Pre-Proposal Meeting held at Alameda CTC offices.	January 8, 2019 3:00 p.m.
Deadline for proposers to submit questions. All questions must be directed by email to the Sole Point of Contact.	January 9, 2019 3:00 p.m.
Final Addendum issued, if necessary.	January 17, 2019
Due Date for Proposal and References Forms. References Forms must be submitted by references directly to the Sole Point of Contact via email.	January 25, 2019 3:00 p.m.
Anticipated Proposal Review.	February 27, 2019
Interviews, if necessary.	March 12, 2019
Anticipated Final Evaluation and Determination of Top-Ranked Firm.	March 18, 2019
Anticipated Contract Commencement.	June 21, 2019

LATE SUBMITTALS WILL NOT BE ACCEPTED. SUBMISSIONS TRANSMITTED BY FAX OR EMAIL WILL NOT BE ACCEPTED.

Proposal Requirements

Proposers must provide completed Forms and Certifications (see [RFP Table 3](#)) for prime consultant and all subconsultants. **If the proposing firm is unable to do so, it should not submit a proposal to Alameda CTC.**

Collate by form type rather than by firm, with prime first and subs in alphabetical order by firm name:

1. Levine Act Statement Forms

- Prime
- Sub 1
- Sub 2

2. Public Contract Code

- Prime
- Sub 1...

Proposal Requirements (References)

References Forms

- For each key staff member, provide a minimum of three (3) references related to previous projects similar to this project, or elements of this project, on which the key staff member worked within the past five (5) years using the References Form. No more than one (1) of the minimum three (3) required references shall be from Alameda CTC.
 - Part A contains Reference's contact details and Reference's project details on which the Proposer worked; this is for Alameda CTC's information and for the Reference to verify.
 - Part B contains the Reference's responses regarding the Proposer.

Form	Proposer Action	Reference Action
Part A	Complete one form for each Key Personnel and Submit to both Alameda CTC and Reference	Review
Part B	Do not modify; submit to Reference	Complete and Submit to Alameda CTC

Cost Proposal Requirements

- Cost Proposal Form B - **Complete in its entirety, for all firms on your team regardless of tier, including:**
 1. Breakdown of costs (direct rates, fringe & overhead, etc.)
 2. Expense detail (include all vendors/firms incurring costs)
 3. Breakdown of Costs Summary
 4. LBCE participation (no pass-through costs; the participation must be broken out by the firm incurring those costs)
 5. Prime and sub contact information
- Caltrans LAPM Exhibit 10-H (Prevailing Wages)
- Caltrans LAPM Exhibit 10-K (ICR Certification):

The **most current Fiscal Year End (FYE) Indirect Cost Rate (ICR) at the time of submittal must be the one submitted.** I.e., the 2018 FYE ICR must be provided unless only the 2017 FYE ICR is available.

Proposal Requirements (Package)

- **Technical Proposal (without cost elements):**
 - *4 printed copies of technical proposals*
 - *Electronic files in **both** Word and PDF formats.*
- **Cost Proposal (sealed separately and labeled "Cost Proposal Attachment"):**
 - *1 printed copy of cost proposal*
 - *Electronic files in **both** Excel and PDF formats.*

Proposers submitting proposals by mail should allow sufficient delivery time to ensure timely receipt by Alameda CTC – late submittals will not be accepted.

Prevailing Wage Requirements

Work deemed to be “public works” are subject to the prevailing wage requirements pursuant to the California Labor Code and will be subject to prevailing wage rate compliance monitoring and enforcement by the California Department of Industrial Relations (DIR). Both the prime consultant and any member of the consultant team required to hold a contractor’s license to perform the work assigned to that team member must be registered with the DIR pursuant to Labor Code Sections 1725.5 and 1770 et seq. prior to submittal of any proposal. No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the DIR pursuant to the Labor Code. **Proof of such required registration for both the prime consultant and the specific team member holding the contractor’s license must be submitted with the proposal.**

California State Prevailing Wage information is available through the DIR website at the following links:

- DIR FAQ: www.dir.ca.gov/OPRL/FAQ_PrevailingWage.html
- DIR Wage Determination: www.dir.ca.gov/oprl/DPreWageDetermination.htm

Local Business Contract Equity Program

This contract will be funded with Measure B, Measure BB and/or other local funds. As such, the Alameda CTC Local Business Contract Equity Program requirements applicable to such contracts will apply. The Program's goals for professional services are 70.0% for LBE and 30.0% for SLBE.

Further details regarding the LBCE Program can be found on the Alameda CTC website at:

www.alamedactc.org/app_pages/view/4543

Contact: Certification Team

Phone: (510) 208-7460

Fax: (510) 893-6489

Email: certification@alamedactc.org

Evaluation/Criteria

Proposal Criteria	Maximum Points
Understanding the Required Scope of Work.	30
Expertise.	35
Management Plan.	10
Staffing Plan and Availability.	15
Ability to Meet or Exceed Applicable LBE and SLBE Goals	10 (5 for each goal)
Total:	100

Interview Criteria	Maximum Points
Understanding the Required Scope of Work.	25
Expertise.	30
Management Plan.	5
Staffing Plan and Availability.	10
Effectiveness of Interview	20
Ability to Meet or Exceed Applicable LBE and SLBE Goals	10 (5 for each goal)
Total:	100

Award

The Selection Review Panel will recommend award to the highest ranked proposer based on the final scoring from the Proposer Interview Criteria in Section 11.3.F and will not include the initial scoring of the technical proposals.

If the Selection Review Panel determines that interviews are not necessary, proposers will be ranked based on the scoring of the technical proposals.

Sole Point of Contact

Amy Ho

Associate Administrative Analyst

Alameda County Transportation Commission
1111 Broadway, Suite 800
Oakland, CA 94607

Email: aho@alamedactc.org

Questions Submittal

Proposer Networking Session

Questions and Answers

Thank You