



SAN MATEO COUNTY HARBOR DISTRICT

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TO: All Prospective Bidders

FROM: Tabitha M. Williams, District Project Manager
TWilliams@smharbor.com

PROJECT: **Oyster Point Marina/East Dock Replacement**

RE: **ADDENDUM 2**

DATE: August 24,2018

Number of Pages: 7 (including Addendum)

This ADDENDUM is to respond to prospective bidder questions as follows;

Question 1:

"Hi John, It was a pleasure meeting you last Wednesday. In preparing the proposal, we have developed the following list of items on which we seek clarification:

In different sections, the RFP mentions development of two layout alternatives (i.e., concept design), 90% design package (at 90 days), 100% technical specifications, and bid documents. Between preparation of concept designs described in Design and Engineering and preparation and issuance of bid documents described in Bid Support, what additional design phase submittals (i.e., plans, specifications, and cost estimates) would the Harbor District like to receive (e.g., 60%, 90%, 100%, etc.)?

Thank you, Fred

Fred Massabki, PE, PMP
Associate Managing Engineer
Marinas & Waterfront Structures

District Response:

Only 100% after 90% conceptual designs have been vetted through public forum and final design is agreed upon.

Question 2:

For the two public forums to discuss the concept layouts, are we safe to assume that the Harbor District will coordinate the meeting logistics by securing the venue, advertising the meeting, and providing public record keeping?

Fred Massabki, PE, PMP
Associate Managing Engineer
Marinas & Waterfront Structures

District Response:

Consultant will be responsible for coordinating, facilitating, professionally advertising and professionally summarizing/recording information/ideas learned at the public meetings. After public meeting input and Board direction is gathered, the consultant will be responsible for evaluating the feasibility of information gathered and incorporating any decided upon changes into the concept design.

Question 3:

John, we are looking forward to submitting our proposal for the design of Dock 12 at Oyster Point. We do have a few questions regarding RFP, listed below:

Permitting – CEQA determination expected to be a CatEx document similar to the Dock 11 replacement; please confirm that there are no further environmental studies needed to support environmental review and permitting.

Neil Nichols, PE
Moffatt & Nichol

District Response:

See below RFP section a) Permitting. Proposer responding to this RFP should take into consideration all necessary project permitting and environmental studies. Based on the proposer’s experience with like projects, the proposer should list all known regulatory agencies that may require permitting and known required environmental studies, include costs for these services in the lump sum proposal for permitting. The District understands that there may be additional, yet to be identified studies and permitting required. The proposals will be evaluated on their individual thoroughness of project permitting/studies understanding.

- b) Permitting- Prepare all permit/waiver applications to all necessary agencies (including but not limited to US Army Corps of Engineers, Bay Conservation and Development Commission), with all supporting and necessary studies and CEQA determination, and submit in a timely manner on behalf of the District.

Question 4:

Funding Assist – Identification of potential funding sources is straightforward, but “leading the application process for the District” is difficult to estimate because of uncertainty. This is listed as a line item in the cost proposal fixed price, but could it be listed instead as an optional effort (only performed if authorized by the District)?

Neil Nichols, PE
Moffatt & Nichol

District Response:

Proposers will be evaluated on their description of a plan to address the below Project Funding Assistance task scope. Proposer should explain their plan, potential funding opportunities already known to the proposer along with any previous successful experiences in obtaining similar project funding. The proposer must determine a lump sum for the above described task.

- d) Project Funding Assistance- Identify, and present for District consideration, all available Federal and/or State grant funding opportunities. Identify, and present for District consideration, all available Federal and/or State subsidized loan opportunities. Lead efforts in the application process for any of above subsequently authorized to pursue by the District Board.

Question 5:

At the pre-proposal site visit, we discussed the replacement of the fixed pier access structure(s) and the gate(s). Should these be included in the cost proposal?

Neil Nichols, PE
Moffatt & Nichol

District Response:

Safe ADA access will be a project priority. Evaluating the current pier access structures, and replacement if needed, should be included in the proposal.

- a) Design and Engineering- Develop two dock layout design alternatives, indicating best combination of slip lengths, beams, ADA gangways/slips, power requirements

and utilities, including consideration of incorporated vacuum sanitation pump-out at the slips. Design will incorporate docks constructed of floating concrete, equal to, or better, quality than existing Dock 11. Guide piling and gangway design must take into consideration projected sea level rise, 100-year catastrophic events, including tsunamis. Utilize demonstrable, factual data to support findings, such as the District's recently completed financial analysis, condition surveys and local marina demand/utilization surveys (which will be provided). Present design alternatives to the District Board and public, host two public meetings to gather further input, then return to the Board with a final design alternative recommendation. Develop 100% technical specifications for the preferred new floating dock construction materials, method for demo and removal of old docks, while maintaining a minimum of 75% occupancy level and prepare "bid-ready" construction documents. Provide an accurate construction cost estimate and deliverables schedule.

Question 6:

The Scope requires the bid documents to include maintaining 75% occupancy during construction – is this 75% of the available berths at Dock 12, or 75% of the occupied berths at Dock 12?

Neil Nichols, PE
Moffatt & Nichol

District Response:

At present the marina is between 75% and 80% occupied. Individual docks may be completely emptied while being replaced, but temp docks may need to be installed to allow for maintaining the minimum 75% total marina occupancy during the project. The marina currently has space for approximately 408 vessels of differing lengths. 306 slips (75%) must be maintained, of adequate size to accommodate the displaced vessels.

Question 7:

Bid Support will the HD be preparing the front-end invitation for bids and general specifications/special provisions? Or will the consultant prepare these documents?

Neil Nichols, PE
Moffatt & Nichol

District Response:

The District will provide templates of front-end invitation for bid docs/general conditions/special conditions. The proposer will be responsible for preparing all final bid docs and tech specs, bid docs ready for ITB.

Question 8a:

Construction Management

Will the HD be leading the CM effort with consultant support, or will the consultant lead the CM? For instance, who (HD or consultant) will be receive correspondence (submittals, RFIs, change order requests, payment requests, etc)? Will HD staff provide oversight during construction?

Neil Nichols, PE
Moffatt & Nichol

District Response:

Proposer will be responsible for receiving submittals, RFI's, change orders, payment requests, etc... and will be responsible for responding and advising the District on when incremental/progress payments are to be made as thresholds have been met.

c) Bid Support/Construction Management – Prepare all bid documents, attend all bid process meetings, identify qualified construction contractors, attend pre-bid conference/site walk, respond to bid questions, equals, modifications, clarifications and review bids. Support the District during the construction phase by attending the pre-construction meeting(s), responding to RFI's, change orders, quality control throughout construction, ensure contractor adheres to BMP's, permit and environmental protections standards. Ensure construction contractor is adhering to plans and specifications. Perform bi-monthly site inspections and a final inspection with punch list of items for final Project acceptance.

Question 8b: For budgeting, should we include weekly (8 hour) site inspections to ensure contractor compliance with the contract documents? Although weekly inspection reduces the overall cost for inspection, it also limits the ability of the Construction Manager to ensure contract compliance. Would the HD want inspection to be done more often than once per week?

Neil Nichols, PE
Moffatt & Nichol

District Response:

Site inspections in weekly intervals would be acceptable, but the proposer should explain their CM plan and justify frequency. The proposer's CM plan will be evaluated and compared with competing proposer's plans to ensure quality control throughout construction.

Question 8c: In the budget, we would also need to include other site visits such as the pre-construction conference, final inspection and acceptance, and as-needed site visits?

If so, we would recommend a limit to the site visits, say a total of 5 or 6 visits. Does the HD have a specific number of additional site visits in mind?

Neil Nichols, PE
Moffatt & Nichol

District Response:

Yes, attendance at all bid process meetings. The project design will be challenging, will require adequate public input. The RFP indicates at minimum 2 public meetings and one Board meeting, see below. The number of site visits during construction that each proposer includes will be evaluated and compared to other proposer's plans.

a) Design and Engineering- Develop two dock layout design alternatives, indicating best combination of slip lengths, beams, ADA gangways/slips, power requirements and utilities, including consideration of incorporated vacuum sanitation pump-out at the slips. Design will incorporate docks constructed of floating concrete, equal to, or

better, quality than existing Dock 11. Guide piling and gangway design must take into consideration projected sea level rise, 100 year catastrophic events, including tsunamis. Utilize demonstrable, factual data to support findings, such as the District's recently completed financial analysis, condition surveys and local marina demand/utilization surveys (which will be provided). Present design alternatives to the District Board and public, host two public meetings to gather further input, then return to the Board with a final design alternative recommendation. Develop 100% technical specifications for the preferred new floating dock construction materials, method for demo and removal of old docks, while maintaining a minimum of 75% occupancy level and prepare "bid-ready" construction documents. Provide an accurate construction cost estimate and deliverables schedule.

Question 9:

Wanted to confirm that the cost proposal is based on a fixed lump sum, not based on time and materials

Will the cost proposal be used in ranking firms, or will it only be used after firms have been ranked?

Neil Nichols, PE
Moffatt & Nichol

District Response:

Yes, lump sum for each category on the two alternative's Cost Proposal Fee Schedules. See below Selection Process.

SELECTION PROCESS

The District may reject any Proposal in which the technical approach or qualifications are not deemed to be within an acceptable or competitive range. The District may seek clarifications or additional information from any or all Proposers regarding their Proposals and may request modified Proposals or best and final offers.

Following the initial review and screening of the written Proposals, using the Selection Criteria described above, one or more companies *may* be invited to participate in the final selection process, which may include:

- A. Participation in an oral interview.
- B. Submission of any additional information as requested by the District.
- C. Checking references of firm and key personnel.
- D. Checking the firm's financial stability.

Upon completion of the final selection process, the District will rank each firm in accordance with the Selection Criteria above. After the ranking has been determined by the District, the District will open the cost proposal from the top-ranked firm only. The District may accept the Proposal or negotiate the terms and conditions of the Contract with the highest-ranked firm. If negotiations are unsuccessful, the District will terminate the negotiations with that firm and may open negotiations with the next-highest-ranked firm. If negotiations with this firm are also not successful, the District may repeat the negotiations process with the next-highest-ranked firm, or, at its sole discretion, the

District may reject all remaining proposals.

Technical approach, qualifications, and cost will be considered.

A. Recommendation for Contract Award

The District's Evaluation Committee shall make a recommendation to the District's General Manager, subject to approval by the Board of Harbor Commissioners. If an award of Contract is made, the District Board of Harbor Commissioners reserves the right to award the Contract to the responsive and responsible Proposer that it deems offers the most advantageous Proposal to the District and best meets the requirements of the District, including technical approach, qualifications, and cost.

Thank you,
Neil

Neil Nichols, PE
Moffatt & Nichol

END OF ADDENDUM 2