



AGENDA REPORT

PROPOSED ACTION: Resolution: Approve and Authorize the Executive Director to Execute a Professional Services Agreement with Liftech Consultants, Inc. for On-Call Crane and Wharf Related Engineering Services Including Urgent and Emergency Work for a Term Not to Exceed Five Years with a Maximum Compensation Not to Exceed \$625,000. **(Engineering)**

Submitted By: Emilia Sánchez, Director of Engineering; Danny Wan, Executive Director

Parties Involved: Liftech Consultants, Inc., Oakland, CA	Amount: \$625,000 – Total not to exceed (capital and expense budgets)
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EXECUTIVE SUMMARY: On-call contracts are an essential tool for performing certain Port of Oakland (Port) work. The Port is required to assess, inspect, design, maintain, and repair certain container cranes and wharves on a routine and emergency basis. Port Staff have recently conducted a formal procurement process, soliciting statements of qualification (SOQ) for on-call Crane and Wharf Related Engineering Services (CWES) to support this work. The total contract authorization amount reflects the scope and number of anticipated projects as well as flexibility for new projects that may emerge during the term.

BACKGROUND & ANALYSIS

On-call contracts are essential tools in delivering the Port’s projects and programs. Each project is separately authorized by a formal Technical Service Order with multiple layers of approval in accordance with all Port policies and best practices. To get the best resource available to provide CWES anticipated in the next five years, Port Staff completed a formal procurement process.

The current CWES contract expires in April 2025. To avoid any gaps in services, Port Staff are seeking to award a second contract before the current one expires. Port Staff issued a Request for Qualifications (RFQ) for on-call CWES on August 2, 2024. On August 30, 2024, the Port received two SOQs for CWES. A committee of Port Staff reviewed and scored the two SOQs based on the criteria set forth in the RFQ, as shown in Table 1.

Table 1
SOQ Scoring Criteria

Item	Criteria	Points
1	Responsiveness (format, content, presentation)	10
2	Overall Experience and Expertise of Consultant and Subconsultants	45
3	Personnel and Team Organization	20
4	Referenced Projects	10
5	Non-Discrimination and Small/Local Business Utilization Policy (NDSLBP)	15
	Total	100

Both firms received a final rank, based on their written proposal. The final ranking is shown in Table 2.

Table 2
Final Consultant Ranking

Rank	Criteria	Points
1	Liftech Consultants, Inc.	Oakland, CA
2	Casper, Phillips & Associates	Tacoma, WA

Based on the SOQ, including a large difference in NDSLBP scores, Port Staff determined that Liftech Consultants, Inc. was more qualified and readily available to respond to the Port's anticipated needs for these services. Accordingly, Port Staff recommend entering into contract with Liftech Consultants, Inc.

Upcoming and anticipated work includes, structural evaluation of certain Port owned container cranes and wharves, inspection support, and wharf structural analysis for new or revised container crane loading or relocation.

OTHER FINDINGS AND PROVISIONS

ENVIRONMENTAL REVIEW

The proposed action was analyzed under the California Environmental Quality Act (CEQA) and was found to be:

Categorically exempt under the following CEQA Guidelines Section:

Choose an item.

Not a "Project" under CEQA, as defined in Public Resources Code § 21065.

"Common Sense" exemption under CEQA Guidelines Section 15061(b)(3).

Other/Notes:

The proposed Board Action is only for awarding an on-call contract to the selected firm. Each individual project requiring discretionary action by the Board would be reviewed for CEQA prior to initiation

BUDGET

Administrative (No Impact to Operating, Non-Operating, or Capital Budgets); OR

Operating

Non-Operating

Capital

Analysis: There is no budget impact as all work performed under this on-call contract will draw on authorized capital or expense budgets including reprioritizing work if needed for urgent or emergency instances.

STAFFING

No Anticipated Staffing Impact.

Anticipated Change to Budgeted Headcount.

Reason:

Other Anticipated Staffing Impact (e.g., Temp Help).

Reason:

MARITIME AND AVIATION PROJECT LABOR AGREEMENT (MAPLA):

Applies? No (Not Aviation or Maritime CIP Project) – proposed action is not covered work on Port's Capital Improvement Program in Aviation or Maritime areas above the threshold cost.

LIVING WAGE (City Charter § 728):

Applies?

Yes (Service Provider) – proposed action entails at least \$50,000 in payments to service provider (and/or its subcontractor) employing at least 21 employees who spend at least 25% of their time on Port-related work on premises owned or managed by the Port

<p><input checked="" type="checkbox"/> <u>Additional Notes</u>: To the extent that the services provided under a Professional Services Agreement fall within the craft jurisdiction of the unions signatory to the MAPLA (such as field surveying, on-site soils and material testing, and inspection) the MAPLA provisions will apply to any Instance of Work whose dollar value exceeds \$150,000.</p>	<p><input checked="" type="checkbox"/> <u>Additional Notes</u>: Determinations for each individual firm may vary depending on how much of their team they assign to work at the Port.</p>								
<p><u>SUSTAINABLE OPPORTUNITIES:</u> <u>Applies?</u> No. <u>Reason</u>: Sustainable opportunities on Projects are considered during the Design Phase and are part of those actions</p>	<p><u>GENERAL PLAN</u> (City Charter § 727): <u>Conformity Determination</u>: No Project – conformity determination not required because proposed action does not change use of or make alterations to an existing facility, or create a new facility.</p>								
<p><u>STRATEGIC PLAN.</u> The proposed action would help the Port achieve the following goal(s) and objective(s) in the Port’s Strategic Business Plan:</p> <table border="0" style="width: 100%;"> <tr> <td><input type="checkbox"/> Grow Net Revenues</td> <td><input checked="" type="checkbox"/> Modernize and Maintain Infrastructure</td> </tr> <tr> <td><input checked="" type="checkbox"/> Improve Customer Service</td> <td><input type="checkbox"/> Pursue Employee Excellence</td> </tr> <tr> <td><input type="checkbox"/> Strengthen Safety and Security</td> <td><input type="checkbox"/> Serve Our Community</td> </tr> <tr> <td><input type="checkbox"/> Care for Our Environment</td> <td></td> </tr> </table>		<input type="checkbox"/> Grow Net Revenues	<input checked="" type="checkbox"/> Modernize and Maintain Infrastructure	<input checked="" type="checkbox"/> Improve Customer Service	<input type="checkbox"/> Pursue Employee Excellence	<input type="checkbox"/> Strengthen Safety and Security	<input type="checkbox"/> Serve Our Community	<input type="checkbox"/> Care for Our Environment	
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