



**AGENDA REPORT**

**PROPOSED ACTION: Resolution:** Approve and Authorize the Executive Director to Execute Professional Services Agreements with Mott MacDonald Group, Inc., Schaaf & Wheeler, and Wood Rodgers, Inc., or if Negotiations with Any Firm is Unsuccessful, with the Next Highest Rated Firms for On-Call Civil Utility Design Services for Four-Year Terms Renewable Up to Two Years with an Aggregate Maximum Compensation for All Agreements Not to Exceed \$12,000,000. **(Engineering)**

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

<u>Parties Involved:</u>	<u>Location</u>	<u>Amount:</u>
Mott MacDonald Group, Inc.	Oakland, CA	\$12,000,000 – Total not to exceed combined amount of contracts (Capital/Expense)
Schaaf & Wheeler	Santa Clara, CA	
Wood Rodgers, Inc.	Oakland, CA	

**EXECUTIVE SUMMARY:** On-call contracts are an essential tool for performing certain Port of Oakland (Port) work. The Port has numerous civil utility projects planned as the Port seeks to replace and rehabilitate aging infrastructure. Port Staff have recently conducted a formal procurement process, soliciting Statements of Qualification (SOQ) for on-call Civil Utility Design Services (CUDS) to support this work. The total contract authorization amount reflects the scope and number of planned projects, as well as flexibility for new projects that may emerge during the term. As with other on-call contracts, having multiple firms affords the greatest flexibility for the Port and provides an opportunity for a wide range of firms and subcontractors to participate in Port projects.

**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 best meet the demand for CUDS anticipated in the next five to seven years, Port Staff completed a formal procurement process for CUDS.

On July 2, 2024, the Port issued Requests for Qualification (RFQ) for on-call CUDS for federally funded projects. On August 9, 2024, the Port received ten SOQs for CUDS. A committee of Port Staff reviewed and scored the SOQs based on the criteria set forth in the RFQ, as shown in Table 1.

**Table 1  
SOQ Scoring Criteria**

<b>Item</b>	<b>Criteria</b>	<b>Points</b>
1	Key Personnel	25
2	Regulatory Compliance and Long-Term Planning	15
3	Civil Utility Infrastructure	15
4	Lift Station and Pump House Rehabilitation	15
5	Cross Disciplinary Team Management	15
6	Non-Discrimination Small Local Business Utilization Policy	15
	<b>Total</b>	<b>100</b>

Six firms were invited to interviews to clarify and support information provided in their submissions. Following the interviews, the firms received a final rank, based on their written proposal and the interview. The final ranking is shown in Table 2:

**Table 2  
Final Consultant Ranking**

<b>Rank</b>	<b>Consultant</b>	<b>City</b>	<b>LIA/ LBA#</b>	<b>SBE/ VSBE#</b>
1	Wood Rodgers, Inc.	Oakland, CA	2 LBA 3 LIA	0 SBE 2 VSBE
2	Mott MacDonald Group, Inc.	Oakland, CA	2 LBA 3 LIA	1 SBE 1 VSBE
3	Schaaf & Wheeler	Santa Clara, CA	2 LBA 3 LIA	0 SBE 1 VSBE
4	AECOM Technical Services, Inc.	Oakland, CA	1 LBA 4 LIA	3 SBE 0 VSBE
5	BKF Engineers	Oakland, CA	1 LBA 4 LIA	1 SBE 0 VSBE
6	GHD, Inc.	Oakland, CA	1 LBA 4 LIA	1 SBE 0 VSBE

Based on the SOQ and subsequent interviews, the Port Staff recommends entering into contract with the following firms:

<b>Consultant</b>	<b>Contract Amount</b>
Mott MacDonald Group, Inc.	\$12,000,000 shared
Schaaf & Wheeler	
Wood Rodgers, Inc.	

## 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 on-call contracts to the selected firms. 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: No budget impact is anticipated as all work performed under these on-call contracts will draw on authorized capital, operating, and non-operating 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:

<p><b><u>MARITIME AND AVIATION PROJECT LABOR AGREEMENT (MAPLA):</u></b></p> <p><u>Applies?</u> 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.</p> <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><b><u>LIVING WAGE</u></b> (City Charter § 728):</p> <p><u>Applies?</u></p> <p>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> <p><input 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><b><u>SUSTAINABLE OPPORTUNITIES:</u></b></p> <p><u>Applies?</u> No.</p> <p><u>Reason:</u> Sustainable opportunities on Projects are considered during the Design Phase and are part of those actions.</p>	<p><b><u>GENERAL PLAN</u></b> (City Charter § 727):</p> <p><u>Conformity Determination:</u></p> <p>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><b><u>STRATEGIC PLAN.</u></b> 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"> <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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