



<p>Karen Bass Board of Harbor Commissioners Eugene D. Seroka</p>	<p><i>Mayor, City of Los Angeles</i></p> <p>Lucille Roybal-Allard <i>President</i></p> <p>Eugene D. Seroka <i>Executive Director</i></p>	<p>John A. Pérez <i>Vice President</i></p>	<p>Yolanda M. De La Torre <i>Commissioner</i></p>	<p>Edward R. Renwick <i>Commissioner</i></p>	<p>I. Lee Williams <i>Commissioner</i></p>
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DATE: May 23, 2025

SUBJECT: AMENDMENT #2 – REQUEST FOR PROPOSALS FOR CONSTRUCTION MANAGEMENT SUPPORT SERVICES FOR AVALON PEDESTRIAN BRIDGE AND PROMENADE GATEWAY

The Port of Los Angeles’ Request For Proposals For Construction Management Support Services For Avalon Pedestrian Bridge And Promenade Gateway is amended through this notification as described below:

• **Section 3.2 is amended as follows:**

Proposals shall be no longer than 50 pages, typed in a minimum 12-point font size. One (1) digital copy of your proposal, **along with Attachment 2 and 3**, as ~~one complete file~~ in .pdf format, must be submitted on or before 3:00 p.m. on **Tuesday, June 17, 2025**, to Tanisha Herr at Therr@portla.org.

• **Section 3.3 is amended as follows:**

All proposals meeting the requirements of this RFP shall be reviewed and rated by an evaluation committee according to the following criteria: 1) firm qualifications, experience, and references; 2) project organization, personnel, and staffing; 3) project approach, work plan, and management; 4) ~~rates, fees, and budget control~~; 4) **value of services**; and 5) clarity and comprehensiveness of the proposal. See Exhibit F.

• **Section 3.4.5 is amended as follows:**

Project Approach and Work Plan

Provide a narrative which shows your firm’s understanding of the project’s requirements and documents a logical technical approach to the project scope of work. Include a general work plan as well as the proposed approach to undertaking the scope of work described earlier in this RFP.

- Using the scope of work presented in this RFP, propose a work plan detailing major tasks and subtasks and the work to be conducted in each.
- If specific project team members or vendors are critical to specific tasks, identify where they will be utilized and/or committed.
- Include the results and deliverables expected from each major task.

- Identify appropriate assumptions and considerations that could impact the scope and timeline for completing each task.
- Discuss how quality, cost and schedule will be monitored for compliance with the construction contract.
- Identify any key issues that may impact construction activities.
- ~~Provide a detailed equipment list for each area with associated costs.~~

- **Section 3.4.6 is amended as follows:**

Cost

Provide pricing and cost information for the project. Include hourly rates for all proposed team members. Also provide pricing for any proposed equipment, software, or hardware costs and any other related expenses for the project. Discuss any budget control measures of your firm and proposed subconsultants.

Complete Attachment 2 – Method of Compensation and Attachment 3 – Resource Schedule and submit them, **as a separate pdf file**, with your proposal.

- **Attachment 2 Section iv is amended as follows:**

OTHER SERVICES

1. Public Outreach Services as described in Task 4.1 of the Project Scope of Work (Sub-Task scope and fee as noted in individual Directives),

Estimated Amount \$ 100,000.00

2. Partnering facilitation and follow-up sessions as described in Task 4.2 of the Project Scope of Work (Sub-Task scope and fee as noted in individual Directives),

Estimated Amount \$ 100,000.00

3. Quality Assurance Services as described in Task 4.3 of the Project Scope of Work (Sub-Task scope and fee as noted in individual Directives),

Estimated Amount \$ 400,000.00

4. Additional As-Needed Services as described in Task 4.4 of the Project Scope of Work (Sub-Task scope and fee as noted in individual Directives),

Estimated Amount \$ 300,000.00

Subtotal for Other Services \$ 900,000.00

Attachment 2 is also attached to this amendment.

- **Section 3.5 is amended as follows:**

Checklist for RFP Submittal Requirements

A checklist is provided to assist in verification that all elements of the RFP have been addressed. However, firms are encouraged to review the entirety of the RFP, including the Standard Contract Provisions section, to ensure full compliance and not rely solely on this checklist.

- Cover transmittal letter, signed by an authorized principal of the proposing consulting firm.
- Table of Contents, if included (not required).
- Proposal with the following sections, in order:
 - Firm Qualifications, Experience and References
 - Project Organization, Personnel and Staffing
 - Project Approach and Work Plan
 - Project Management
- Cost (**Submit as separate file. Do not include in proposal**)
 - Attachment 2 – Method of Compensation
 - Attachment 3 – Resource Schedule
- Resumes for all proposed staff personnel provided in an appendix.
- Small/Very Small Business Enterprise Program forms:
 - Affidavit of Company Status (**Prime**)
 - Consultant Description Form (**Prime and any subconsultants**)
- Letter from your firm indicating your ability to meet the insurance requirements for this project as described in Section 4.4 of the RFP. **Do not submit an ACORD®**

Certificate of Liability Insurance.

- CEC Form 50 (Bidder Certification)
- CEC Form 55 (Prohibited Contributors (Bidders))
- Iran Contracting Act of 2010 Compliance Affidavit
- Letter of acceptance of Standard Contract Provisions and Executive Directive 35

It is the responsibility of all proposers to review the Port's website and RAMP for any RFP revisions or answers to questions prior to submitting a proposal in order to ensure their proposal is complete and responsive.

ATTACHMENT 2
PROJECT COST

For those items of the work for which compensation is payable in Fixed Fee amounts, Payment to the Consultant shall be made in monthly installments for the Fixed Fee amount set forth below, according to the percentage of completion of each phase of work, as determined and approved by the Chief Harbor Engineer based upon monthly progress reports submitted by Consultant. Monthly progress payments shall be equal to the percentage of completion for each phase multiplied by the Fixed Fee payable for completion of each phase, less amounts previously billed.

For those items of the work for which compensation is payable up to Estimated amounts, Consultant shall be paid an hourly fee at the rates set forth in this Proposal. Consultant's monthly invoice shall itemize all hours actually worked in performing such services, identifying the personnel and sub-consultant classifications of individuals performing such work and the applicable hourly rates.

Compensable amounts set forth on an hourly basis, or fixed fee basis, are estimated only. In the event that all necessary services required in any category described herein, in the judgement of the Chief Harbor Engineer, are fully performed by Consultant at a cost to City which is less than the amounts estimated and authorized hereunder, the Chief Harbor Engineer may apply the unexpended balance to compensate Consultant for services in any other category for which compensation was underestimated on either of these bases.

I. **PRE-CONSTRUCTION SERVICES**

1. Pre-Construction Services, as described in Tasks 1.1 through 1.5 of the Project Scope of Services (sub-Task scope and fee as noted in individual Directives),

Estimated Amount \$_____.

II. **CONSTRUCTION SERVICES**

1. Construction Services, as described in Tasks 2.1, 2.3 through 2.18, 2.24, and 2.25 of the Project Scope of Services.

Fixed Fee \$_____.

2. Construction Services, as described in Tasks 2.2, and 2.19, through 2.23 of the Project Scope of Services (sub-Task scope and fee as noted in individual Directives),

Estimated Amount \$_____.

III. **POST-CONSTRUCTION SERVICES**

1. Post-Construction Services, as described in Tasks 3.1 and 3.2 of the Project Scope of Services (Sub-Task scope and fee as noted in individual Directives),

Estimated Amount \$_____.

Subtotal for above Services \$_____.

IV. OTHER SERVICES

1. Public Outreach Services as described in Task 4.1 of the Project Scope of Work (Sub-Task scope and fee as noted in individual Directives),

Estimated Amount \$ 100,000.00

2. Partnering facilitation and follow-up sessions as described in Task 4.2 of the Project Scope of Work (Sub-Task scope and fee as noted in individual Directives),

Estimated Amount \$ 100,000.00

3. Quality Assurance Services as described in Task 4.3 of the Project Scope of Work (Sub-Task scope and fee as noted in individual Directives),

Estimated Amount \$ 400,000.00

4. Additional As-Needed Services as described in Task 4.4 of the Project Scope of Work (Sub-Task scope and fee as noted in individual Directives),

Estimated Amount \$ 300,000.00

Subtotal for Other Services \$ 900,000.00

Expenses for the Fixed Fee items are included in the Fixed Fee amounts.

Expenses for the estimated items in I. Pre-Construction Services, II. Construction Services, and III. Post-Construction Services are included in those Estimated Amounts.

Expenses for the items described in IV. Other Services shall be billed as noted in individual Directives.

Maximum Agreement compensation shall not exceed the total of I. through V.

\$ _____.