



425 S. Palos Verdes Street Post Office Box 151 San Pedro, CA 90733-0151 TEL 310-SEA-PORT portoflosangeles.org

Karen Bass
Board of Harbor
Commissioners
Eugene D. Seroka

Mayor, City of Los Angeles

Lucille Roybal-Allard
President

John A. Pérez
Vice President

Yolanda M. De La Torre
Commissioner

Edward R. Renwick
Commissioner

I. Lee Williams
Commissioner

Executive Director

DATE: May 23, 2025

SUBJECT: REQUEST FOR PROPOSALS FOR CONSTRUCTION MANAGEMENT SUPPORT SERVICES FOR AVALON PEDESTRIAN BRIDGE AND PROMENADE GATEWAY

Pursuant to the Request for Proposals (RFP), all proposers were to submit any questions regarding this RFP by no later than (DATE). Questions were to be submitted in writing, and all questions and responses were to be posted on [the Department's website](#) and www.rampla.org.

Below is a list of questions received from prospective proposers, and the Department's response:

1. Q: Is there a pre proposal conference scheduled?

A: No.

2. Q: One part of the RFP mentions that there are no local business preferences or any that apply. Though I read in another part about LBE preferences that are a part of the Port's policy. Can you please further explain what applies to the subject project?

A: The LBE preference does not apply to this project.

3. Q: Can the Department provide further clarification regarding Task 1.1 (Constructability Review) and Task 2.18 (Structural Representative/Engineer). Specifically, can the description of these tasks be modified with the following clarifying language similar to the language in Task 2.23 (Safety Programs):

Task 1.1 - "Consultant's constructability review required under this Task shall not be considered an independent verification of the designs of the Engineer or the Design Consultant. The Engineer and the Design Consultant shall be solely responsible for their own design work."

Task 2.18 - Consultant's quality assurance and inspection work required under this Task shall not include any responsibility for Contractor's work

that involves structures. Contractor shall have sole responsibility for implementation of any work that involves structures.

A: The tasks descriptions will not be modified.

4. Q: Please clarify if Tasks 4.1 Public Outreach and 4.3 Quality Assurance Services should be included in the cost proposal. They are outlined in the Scope of Work and Attachment 2, but have been removed from Attachment 3, Resources Schedule.

A: See Amendment for revisions.

5. Q: Can you please clarify—are we required to submit an ACORD certificate with the insurance verification letter, or should we omit the ACORD certificate entirely?

A: Only the insurance verification letter is required.

6. Q: Could you please clarify the scope of services required under Section 4.4 – Additional As-Needed Services? We need more details in order to develop accurate pricing.

A: See Amendment for revisions.

7. Q: Section 3.2 of the RFP states that proposals shall be no longer than 50 pages. Can the Port of Los Angeles please confirm whether front/back covers, table of contents, and tabbed section dividers without substantive content count toward the 50-page limit?

A: The proposal 50-page limit shall exclude the following: front/back covers, table of contents, tabbed section dividers without substantive content, required forms, resumes.

8. Q: Section 3.2 of the RFP (Proposal Submission) states that proposals must be “typed in a minimum 12-point font size.” Could you please confirm whether this requirement applies to charts, tables, diagrams, and graphics as well?

A: The minimum font size for tables and charts shall be 9-point.

9. Q: What, if anything, is not included in the 50-page limit of this proposal?

A: See answer to Question 7.

10. Q: RFP Section 3. Proposal Requirements, 3.4.4 Project Approach and Work Plan: "Provide a detailed equipment list for each area with associated costs." Please clarify whether equipment list is for overall project Materials (i.e. Utility relocation, Steel, Concrete, etc.) or for CMSS (i.e. Field Office Setup, IT equipment, Inspection Tools, Safety Gear, Vehicles, etc.)?

A: See Amendment for revisions.

11. Q: I am reaching out to request clarification regarding the 50-page limit for the proposal outlined in the RFP. We would like to get your confirmation that the following items are NOT part of the page count and can be included in the Appendices?

- **Insurance Verification Letters for the Prime and the Subs (RFP 3.4.7.B)**
- **Executive Directive 35 Acknowledgment Letters for the Prime and the Subs (RFP 3.4.7.E)**
- **Pricing and Cost information (Attachment 2 & 3)**
- **Dividers**
- **All Forms for the Prime and the Subs**
- **DIR Certificates**

A: These documents are not a part of the 50-page limit. Please review the checklist provided in the RFP for what documents are required from Primes and Subs.

12. Q: We are wondering if the Port would consider an extension for the proposal due date, preferably 2 weeks?

A: The due date has been extended. Please see Amendment document.

13. Q: The RFP requires the certificate of insurance (COI) prior to the execution of the contract. Please confirm that only the Insurance Verification Letters are needed in the Proposal Appendix, and not the COI.

A: Only the insurance verification letter is required.

14. Q: Is the “Insurance Verification Letters: required only for the Prime?”

A: It is only required for the Prime.

15. Q: Is the “Executive Directive 35 Acknowledgment Letter” required only for the Prime?

A: It is only required for the Prime.

16. Q: Will materials testing and construction staking services be required to be provided by the CM consultant for this project?

A: Materials acceptance testing, source inspection, and quality assurance services as stated in Task 4.3 will be required to be provided by the CM consultant. Construction staking will be the responsibility of the contractor.

17. Q: -Does the cost information need to be submitted separately (as separate pdf) or do the Attachment 2 and 3 need to be included in the pages of the proposal? If they need to be included, do they count toward the page 50 page limit.

A: The cost information (Attachment 2 and 3) shall be submitted as a separate pdf file. These will not be counted toward the 50 pages.

18. Q: -Which pages, if any, do not count toward the page 50 page limit. For example, do dividers, required forms, cost sheets, resumes, and cover letter count? Several of the required forms have multiple pages, so it is important to know if this will impact the page count.

A: See answer to Question No. 7.

19. Q: -Do DBE firms count as SBE firms?

A: Only firms registered as SBE Proprietary and VSBE Harbor on RAMPLA.org, with a verified certification listed on the profile, will count towards the requirement.

20. Q: -Would it be possible to extend the submission deadline to allow more time for the finding/registration of SBE/VSBE subs.

A: The due date has been extended. Please see Amendment document.

21. Q: Could you please confirm whether 11" x 17"-page sizes are permitted for this submission?

A: 11"x17" size page is allowed for the organization chart.

22. Q: Could you also provide the maximum file size that can be received at Therr@portla.org?

A: 25MB

23. Q: Can the Port please clarify if the resume appendix is excluded from the overall 50 pages allowed for the proposal submission?

A: See answer to Question No. 7.

24. Q: Can the port clarify if the three client references are to be included with the past relevant experience or as a separate item in the proposal?

A: Client references shall be included in the Firm qualifications part of the proposal.

25. Q: Can the Port provide an Excel version of Attachment 3 - Resource Schedule?

A: Yes. The Excel version will be available on RAMP.

26. Q: Can the Port please clarify what the allowable yearly escalation is for increases?

A: No yearly escalation will be allowed, please price the proposal to account for any anticipated escalation.

27. Q: Can the Port please clarify if the consultant needs to provide any ODC expenses for field office supplies, copier, etc. or is this the responsibility of the contractor?

A: Consultant does not need to provide any office supplies, these will be provided by the contractor.

28. Q: Attachment 2 states "expenses for the fixed fee items are included in the fixed fee amounts." Can the Port please clarify what items are fixed fee in the Cost Proposal?

A: See Amendment for revisions.

29. Q: Can the Port clarify how the other services described in Attachment 2 should be estimated ? Since there is no specific detailed SOW, should we provide billing rates?

A: See Amendment for revisions.

30. Q: In attachment 3, some of the Tasks are listed in Red Font. Additionally, the estimated hours during construction for the full-time staff (the 5000 hours) are in Red Font. Could you kindly clarify the reason that these items are in red font?

A: See Amendment for revisions.

31. Q: Could the Port please provide the anticipated interview dates?

A: Interviews are anticipated to be on the last week of July 2025.

32. Q: What is the targeted date for award of the Construction Management contract?

A: The award date is targeted in October 2025.