

City of Oakland
Department of Housing and Community Development
3823-3829 Martin Luther King Jr. Way – RFP
Amendment 1: Updates to RFP (June 4, 2018)

Submittal Delivery

The submittal due date has been revised. All proposals are now due to the Housing & Community Development Department, City of Oakland, 250 Frank H. Ogawa Plaza, Suite 5313 (Fifth Floor), Oakland, CA 94612 no later than 2:00pm on **Thursday, June 28, 2018**.

Mandatory Pre-Submittal Meeting

Interested parties are required to attend a subsequent RFP pre-submittal meeting held **Thursday, June 14, 2018**. The pre-submittal meeting will be held at One Frank H. Ogawa Plaza, Ground Floor, Hearing Room No. 4 (changed from HR 3), at 1:30pm, to address any questions regarding the RFP requirements.

Questions Regarding RFP

For additional requests for information or clarification of this RFP, please address to:

Everett Cleveland Jr., City of Oakland Housing Development Coordinator
Housing & Community Development Department
250 Frank H. Ogawa Plaza, Suite 5313
Oakland, CA 94612
(510) 238-6543
(eclevelandjr@oaklandnet.com)

THE RFP MAY BE LOCATED ON THE CITY'S WEBSITE AT THE FOLLOWING LOCATION:

<https://www.oaklandca.gov/services/request-for-proposal-for-development>

Submittal Requirements

Submit four (4) 3-ring binders of your proposal including all necessary attachments contained in separate tabbed sections. Financial budgets and GreenPoint checklists must be submitted both in hard copy and electronically on disk or by email to Everett Cleveland Jr., Housing Development Coordinator (eclevelandjr@oaklandnet.com). Please note the language of this RFP is subject to change pursuant to City of Oakland rules and regulations.

SUBMITTAL FORMS MAY BE FOUND ON THE CITY'S HOUSING & COMMUNITY DEVELOPMENTS WEBSITE:

<http://www2.oaklandnet.com/government/o/hcd/s/AffordableHousing/DOWD009608>

Application Form

Question: Is the application form a required submittal?

Answer: Yes, please complete the form and submit as part of your formal submittal. The item is enclosed to accompany this amendment.

Green Point Checklist

Question: Does the City have access to the Green Point checklist?

Answer: Section IX, No. 15 provides a link leading you to the City's Green Building Policies and Requirements page

(<http://www2.oaklandnet.com/Government/o/PBN/OurServices/GreenBuilding/OAK022992>). On this page, you will find a link leading you to "Green Building Requirements"

(<http://www2.oaklandnet.com/oakca1/groups/ceda/documents/report/oak049786.pdf>). Your initial check list will come from either the Build It Green or LEED program and will need to comply to City requirements.

Corporate Borrower's Certification

Question: Do you have a template of the Borrower's Certification?

Answer: The certification is a Respondent Certification and is enclosed with the Application Form to accompany this amendment.

Financing Plan Submissions

Question: What should we include in Tab 11 Financing Plan Submissions?

Answer: The financing plan itself relates to the financing workbook and the various tabs required for submittal (i.e. development budget, operating budget, financial summary, unit size & affordability, and proforma). The instructions for tab 11 are demonstrating the financial workbook is required through tabs 12-16 to illustrate your financial plan. The RFP however is not looking for a submittal item in tab 11.

Question: Is a 15-year operating proforma required or 30 years?

Answer: A 15-year operating proforma is sufficient.

Site Remediation

Question: Is site remediation necessary on either parcel?

Answer: It is certainly possible site remediation may be necessary. A Phase I/II site analysis will need to be completed following City Council's approval of the respondent as the selected developer and in preparation for site development. A Phase I/II site analysis however is not a necessary submittal item for the RFP response.

City's Loan Capacity

Question: What is the City's capacity to contribute funding to the project and would the City be open to a non-recourse predevelopment loan?

Answer: The next Notice of Funding Availability (NOFA) for the development of affordable housing will be released in the Fall of 2019 for 2019-2021 and no, the City is not open to a non-recourse predevelopment loan.

Point Scoring – Preference Points for Local Participation

(Source: City of Oakland, Local & Small Local Business Enterprise, Certification and Local Employment Program Guidelines, page 12 - <http://www2.oaklandnet.com/government/o/CityAdministration/d/CP/s/policies/index.htm>)

Bid Discounts and Preference Points

Incentives are earned based on the level of participation proposed prior to the award of a contract. Bid discounts are applied at a rate of one percent (1%) or one (1) preference point for every 10% of contract dollars attributable to certified firms. No more than five percent (5%) in bid discounts or five (5) preference points may be earned.

Level of L/SLBE Participation Achieved		Bid Discounts to Be Awarded to Contractors (Construction)	Preference Points to be Awarded to Consultants (Professional Services)
50%	25% LBE and 25% SLBE	2%	2 pts
60%	30% LBE and 30% SLBE	3%	3 pts
70%	35% LBE and 35% SLBE	4%	4 pts
80%	40% LBE and 40% SLBE	5%	5 pts

In those instances where VSLBE participation is evident, the value of preference points and bid discounts associated with VSLBE participation will be double-counted towards meeting the requirement.

Preference Points for Local Hire or Non-Construction Contracts

Earning extra preference points for having an existing work force that includes Oakland residents is considered added value. The Request for Proposal “evaluation” process allows for additional preference points over and above the number of points earned for technical expertise. Typically 100 points may be earned for the technical elements of the RFP. Preference points are awarded over and above the potential 100 points. Staff recommends awarding preference points for an Oakland workforce according to the percentage of Oakland residents as follows:

Years in Oakland		Oakland Resident Workforce	
Years in Oakland	Additional Points	Workforce	Additional Points
5 yrs	.50 pt	Up to 24%	1.00 pt
10 yrs	1.00 pt	25% - 49%	2.00 pts
15 yrs	1.50 pt	50% - 74%	3.00 pts
20 yrs	2.00 pts	75% - 99%	4.00 pts
25 yrs	2.50 pts	100%	5.00 pts

Given the above, local and non-local businesses (certified firms) may earn up to a maximum of 2.5 additional 5 preference points for having a workforce that is made up of Oakland residents and committing to Oakland new hires.

Please include a response for local participation under tab 17. Include a certified letter on respondent's letter head certifying your intent and/or existing status for meeting the above thresholds. Points will be awarded based on the proposed intent, years in Oakland as a certified local firm, and Oakland resident workforce. The respondent will be expected to meet the intent as certified during the design and construction process per the chosen method.

Scoring Criteria

Complete applications will be scored in the following categories. Maximum points in each category are noted. Scores are calculated as the percentage of points attained out of the total points possible for each project type. Please note that points will be rounded to the nearest ¼ point. In all cases points are awarded for exceeding, rather than meeting, the threshold requirements for the category. Preference Points for Local Participation are now included. The scoring criteria has been amended as follows:

	Possible Points	Self Score
I. Target Population and Project Attributes	25 pts	
A. Income Targeting	15	
B. Unit Size	10	
II. Developer Experience and Capacity	25 pts	
A. Developer Experience Exceeds Minimum	10	
B. Developer Capacity	7	
C. Developer Financial Strength	5	
D. Strength of the Development Team	3	
III. Local/Small Local Business Enterprise	12.5 pts	
A. Level of LBE/SLBE	5	
B. Years in Oakland	2.5	
C. Oakland Resident Workforce	5	
IV. Sustainability	10 pts	
V. Penalty for Nonperforming Previously Funded Projects	-10 pts	
Total Possible Points	72.5 pts	

Other Clarifications

Section VII. Submittal Instructions & Requirements, Item B(6)

- “See Section ~~VI~~ VI: “Minimum Developer Qualifications” for specific requirements for each type of participant.”

Section VIII. Selection Process, Award and Next Steps, Item A(1)

- “The submittal does not include all information specified in Section ~~VIII~~ VII of this RFP.”

Section VIII. Selection Process, Award and Next Steps, Item A(3)

- “The respondent does not meet the minimum qualifications (Section ~~VII~~ VI).”

Section VIII. Selection Process, Award and Next Steps, Item B

- “The evaluation panel will score submittals according to the evaluation criteria in section ~~VII~~ VI.”

Section IX. City of Oakland Requirements & Programs, Item A(6)

- “That rate applies if health benefits of at least ~~\$1.9p~~ \$1.99 per hour are offered.”

Section IX. City of Oakland Requirements & Programs, Item A(10)

- “Since one of the parcels was purchased using Federal funds, depending on the outcome of the LDDA negotiations, the Project might also need to be assessed in accordance ~~it~~ with the provisions of the National Environmental Policy Act of 1960 (NEPA) prior to closing the LDDA.”

Section X. Additional Terms and Conditions, Item F

- “Accept or reject any Respondent for exclusive negotiations ~~{2}~~.”