



Southern California

LOGISTICS AIRPORT

PROJECT #CC21-015, AIRPORT ENGINEERING SERVICES

September 15, 2020

ADDENDUM #2

The attached constitutes additional information and serves to clarify issues considered to be part of the Southern California Logistics Airport Authority “**Airport Engineering Services Project Number CC21-015**”.

QUESTIONS

1. QUESTION: Page C-1 lists the documents required to be included in our qualifications document; however, we don't see some of the forms included in the RFQ document. Can you please send to us so we can fill out?
 - a. DBE Participation Commitment Form
 - b. Letter of Intent and Affirmation (to perform as a DBE)
 - c. Bidder's List
 - d. DBE Good Faith Efforts Form

ANSWER: *These forms were inadvertently omitted and are included with this Addendum.*

2. QUESTION: As I review the required forms, I have an additional question I'd like clarified please;
 - a. Can the SCLAA identify which of the listed forms are expected for both the prime (proposer) and team subconsultants?

ANSWER: *The following DBE forms are required by the Prime:*

- ***DBE Participation Commitment Form***
- ***Bidders List***
- ***DBE Good Faith Efforts Form***
- ***Letter of Intent and Affirmation to Perform as a DBE Subcontract/Subconsultant/Supplier/Broker/Trucker (this form is completed by all subs listed on the DBE Participation Commitment Form and then submitted by the Prime).***

**SOUTHERN CALIFORNIA LOGISTICS AIRPORT AUTHORITY
CC21-015 AIRPORT ENGINEERING SERVICES
REQUEST FOR QUALIFICATIONS**

SECTION C - FORMS

SUBMISSION CERTIFICATION

I hereby submit to the SCLAA the following statement of qualifications for services outlined in scope of services entitled Project RFQ #CC21-015 AIRPORT ENGINEERING SERVICES

All of the following documents (check below) are completed, fully executed, and included in my statement of qualifications as required in the request for qualifications document:

- | | |
|---|--|
| <input type="checkbox"/> Submission Certification
<input type="checkbox"/> Proposer's Identification
<input type="checkbox"/> Worker's Compensation
<input type="checkbox"/> Signature Authorization
<input type="checkbox"/> Questionnaire PCC 10162
<input type="checkbox"/> Non-Collusion Declaration
<input type="checkbox"/> Debarred Certification
Acknowledgement
<input type="checkbox"/> Exception Form
<input type="checkbox"/> List of Subconsultants | <input type="checkbox"/> Acknowledgement Pages for All Bid
Addenda (if applicable)
<input type="checkbox"/> Certification of Offeror/Bidder
Regarding Debarment
<input type="checkbox"/> Non- Lobbying Certification
<input type="checkbox"/> Disclosure of Lobbying Activities
<input type="checkbox"/> Certificate of Offerors Tax
Delinquency/Felony
<input type="checkbox"/> DBE Participation Commitment Form
<input type="checkbox"/> Letter of Intent and Affirmation
(to Perform as a DBE)
<input type="checkbox"/> Bidder's List
<input type="checkbox"/> DBE Good Faith Efforts Form |
|---|--|

My signature on this Submittal Certification is affirmation that all items listed above are fully completed and executed and are hereby submitted with the statement of qualifications as required. I understand that failure to complete and/or submit any of the required documents may be cause for rejection of my bid proposal.

Business Name	
Authorized Signature	Printed Name and Title
Date Signed	Telephone Number

DBE PARTICIPATION COMMITMENT FORM

THIS FORM MUST BE COMPLETED AND SUBMITTED WITH THE BID AS A CONDITION OF DBE RESPONSIVENESS

NOTE: Refer to instructions on the reverse side of this form.

Bidder to Complete this Section

1. IFB No.: _____
2. Project Name/Description: _____
3. Prime Bidder Name: _____
4. Contract DBE Goal %: _____
5. Bidder's Total Bid Price _____

Required DBE Commitment Information

6. DBE Firm (Name and Address)	7. DBE Certification Number	8. Description of Scope of Services/Work	9. Bid Item (#)	10. Dollar Value (\$) of Participation	11. Dollar Value (\$) of Eligible DBE Participation/ Commitment

Note: As a condition of responsiveness, the bidder is required to submit with the Bid a Letter of Intent and Affirmation signed and dated from each DBE listed in Column 6 acknowledging that the DBE is participating in the contract for the specified dollar value (\$) and scope of work. The dollar amount in the Letter of Intent and Affirmation and the amount shown on this form MUST match identically.

12. Total Dollar Value (\$) of Eligible DBE Participation
\$ _____
13. Eligible DBE Participation Represented as a Percentage (%) of Bidder's Total Bid Price
_____ %

Bidder Assurance: The bidder certifies that information on this form is complete and accurate, that it has verified the listed DBE(s) certification status and is only crediting eligible DBE participation towards meeting the contract DBE goal.

_____ 14. Preparer's Name (Print)	_____ 15. Preparer's Signature	_____ 16. Preparer's Title
_____ 17. Date	_____ 18. Telephone No.	_____ 19. Email Address

**SOUTHERN CALIFORNIA LOGISTICS AIRPORT AUTHORITY
CC21-015 AIRPORT ENGINEERING SERVICES
REQUEST FOR QUALIFICATIONS**

INSTRUCTIONS - DBE Participation Commitment Form

Bidder is required to ensure all information is complete and accurate:

1. **IFB No.** - Enter the IFB Number.
2. **Project Name/Description** - Enter the name and/or description of the project.
3. **Prime Bidder Name** - Enter the bidder's firm name.
4. **Contract DBE Goal %** - Enter the contract DBE goal percentage.
5. **Bidder's Total Bid Price** - Enter the bidder's total bid price.
6. **DBE Firm** - Enter name and address of the proposed DBE firm. Identify all DBE firms being claimed for credit, regardless of tier.
7. **DBE Certification Number** - Enter the DBE's certification identification number. All DBEs must have a valid DBE certification at time of bid opening.
8. **Description of Scope of Services/Work** - Enter the scope of services/work for each DBE firm listed to participate on this contract.
9. **Bid Item (#)** - Enter bid item number.
10. **Dollar Value (\$) of Participation** - Enter the total dollar value of participation for each listed DBE firm.
11. **Dollar Value (\$) of Eligible DBE Participation/Commitment** - Enter the dollar value of participation eligible to count towards meeting the contract DBE goal. This value should exclude work performed by lower tier subcontractors and account for the DBE's capacity based on their certification type in conformance with the DBE crediting provisions set forth in Title 49 CFR Part 26.55.
12. **Total Dollar Value (\$) of Eligible DBE Participation** - Enter the sum of all eligible participation listed in column 11.
13. **Eligible DBE Participation Represented as a Percentage (%) of Bidder's Total Bid Price** - Enter the corresponding percentage of the total eligible DBE participation that the bidder is counting towards the bidder's DBE goal commitment (Formula: Item (12) Total Value of Eligible DBE Participation / Item (5) Bidder's Total Bid Price = Bidder's DBE Goal Commitment Percent (%)).
14. **Preparer's Name (Print)** - Clearly enter the name of the authorized person preparing the form on behalf of the bidder.
15. **Preparer's Signature** - Authorized person's signature.
16. **Preparer's Title** - Enter the position/title of the authorized person signing the form on behalf of the bidder.
17. **Date** - Enter the date the form is signed.
18. **Telephone No.** - Enter the area code and telephone number of the authorized person signing the form on behalf of the bidder.
19. **Email Address** - Enter the email address of the authorized person signing the form on behalf of the bidder.

NOTE: A firm is only eligible to count towards DBE participation in the NAICS codes contained within its California Unified Certification Program (CUCP) DBE Profile. Bidders are to verify that listed DBEs certification contains the NAICS codes relevant to the scope of work they are being listed to perform.

Bidders List

The Department of Transportation requires SCLAA to create and maintain a "Bidders List" containing information about all firms (DBE and Non-DBE) that bid, propose or quote on SCLAA's DOT-assisted contracts, in accordance with 49 CFR Part 26.11. The "Bidders List" is intended to be a count of all firms that are participating, or attempting to participate, on DOT-assisted contracts, whether successful or unsuccessful in their attempt to obtain a contract.

The bidder is to complete all requested information for every firm who submitted a bid, proposal or quote, including the primary bidder, and submit this information to SCLAA no later than 4:00 p.m. on the 2nd business day after SCLAA's bid due date, or as otherwise specified in the solicitation. SCLAA will utilize this information to assist in SCLAA's DBE goal-setting process

Prime Name and Location	Type of Work/Services/Materials Provided:		Subcontract Amount	Percentage of Bid Item Sub-contracted	Contractor License No.		DBE (Y/N)		Phone:		Annual Gross Receipts
	NAICS/WCC				DIR Reg Number	DBE Certification ID	DIR Reg Number	DBE Certification ID	E-mail:	E-mail:	
Prime Bidder:											<input type="checkbox"/> Less than \$1 million <input type="checkbox"/> Less than \$5 million <input type="checkbox"/> Less than \$10 million <input type="checkbox"/> Less than \$15 million <input type="checkbox"/> More than \$15 million
Contact Name:											Age of Firm: _____ yrs.
Address:											

Subcontractor Name and Location	Type of Work/Services/Materials Provided:		Subcontract Amount	Percentage of Bid Item Sub-contracted	Contractor License No.		DBE (Y/N)		Phone:		Annual Gross Receipts
	NAICS/WCC				DIR Reg Number	DBE Certification ID	DIR Reg Number	DBE Certification ID	E-mail:	E-mail:	
Firm Name:											<input type="checkbox"/> Less than \$1 million <input type="checkbox"/> Less than \$5 million <input type="checkbox"/> Less than \$10 million <input type="checkbox"/> Less than \$15 million <input type="checkbox"/> More than \$15 million
Contact Name:											Age of Firm: _____ yrs.
Address:											

Revised 12/13/19



Bidders List

Subcontractor Name and Location	Type of Work/Services/Materials Provided:		Subcontract Amount	Percentage of Bid Item Sub-contracted	Contractor License No.	DBE (Y/N)	Phone:		Annual Gross Receipts
	NAICS	SWCC					DIR Reg Number	DBE Certification ID	
Firm Name:									<input type="checkbox"/> Less than \$1 million <input type="checkbox"/> Less than \$5 million <input type="checkbox"/> Less than \$10 million <input type="checkbox"/> Less than \$15 million <input type="checkbox"/> More than \$15 million Age of Firm: _____ yrs.
Contact Name:									<input type="checkbox"/> Less than \$1 million <input type="checkbox"/> Less than \$5 million <input type="checkbox"/> Less than \$10 million <input type="checkbox"/> Less than \$15 million <input type="checkbox"/> More than \$15 million Age of Firm: _____ yrs.
Address:									<input type="checkbox"/> Less than \$1 million <input type="checkbox"/> Less than \$5 million <input type="checkbox"/> Less than \$10 million <input type="checkbox"/> Less than \$15 million <input type="checkbox"/> More than \$15 million Age of Firm: _____ yrs.
Firm Name:									<input type="checkbox"/> Less than \$1 million <input type="checkbox"/> Less than \$5 million <input type="checkbox"/> Less than \$10 million <input type="checkbox"/> Less than \$15 million <input type="checkbox"/> More than \$15 million Age of Firm: _____ yrs.
Contact Name:									<input type="checkbox"/> Less than \$1 million <input type="checkbox"/> Less than \$5 million <input type="checkbox"/> Less than \$10 million <input type="checkbox"/> Less than \$15 million <input type="checkbox"/> More than \$15 million Age of Firm: _____ yrs.
Address:									<input type="checkbox"/> Less than \$1 million <input type="checkbox"/> Less than \$5 million <input type="checkbox"/> Less than \$10 million <input type="checkbox"/> Less than \$15 million <input type="checkbox"/> More than \$15 million Age of Firm: _____ yrs.
Name:									<input type="checkbox"/> Less than \$1 million <input type="checkbox"/> Less than \$5 million <input type="checkbox"/> Less than \$10 million <input type="checkbox"/> Less than \$15 million <input type="checkbox"/> More than \$15 million Age of Firm: _____ yrs.
Contact Name:									<input type="checkbox"/> Less than \$1 million <input type="checkbox"/> Less than \$5 million <input type="checkbox"/> Less than \$10 million <input type="checkbox"/> Less than \$15 million <input type="checkbox"/> More than \$15 million Age of Firm: _____ yrs.
Address:									<input type="checkbox"/> Less than \$1 million <input type="checkbox"/> Less than \$5 million <input type="checkbox"/> Less than \$10 million <input type="checkbox"/> Less than \$15 million <input type="checkbox"/> More than \$15 million Age of Firm: _____ yrs.

NOTE: USE ADDITIONAL SHEETS AS NECESSARY TO DEMONSTRATE RESPONSIVENESS TO THE BIDDERS LIST REQUIREMENTS.

Revised 12/13/19

**LETTER OF INTENT AND AFFIRMATION TO PERFORM AS A DBE
SUBCONTRACTOR/SUPPLIER/BROKER/TRUCKER**

PROJECT NO:

PROJECT TITLE:

Name of Prime bidder's firm: _____

Address: _____

City: _____ State: _____ Zip: _____

Name of DBE firm: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

Description of work to be performed by DBE firm: _____

The bidder is committed to utilize the above-named DBE firm for the work described above.

The dollar value of this work \$ _____

The percentage value of this work (in comparison to the total contract value) % _____

Affirmation

The above-named DBE firm affirms that it will perform the portion of the contract for the values as stated above

By _____

Title _____

If the bidder does not receive award of the prime contract, any and all representations in this letter of Intent and Affirmation shall be null and void.

DBE Good Faith Efforts Form

Project No: _____ Bid Opening Date _____

The Southern California Logistics Airport Authority (SCLAA) established a Disadvantaged Business Enterprise (DBE) goal of **7%** for this contract. The information provided herein shows that a good faith effort was made by _____ (Bidder).

Bidder shall submit the following information to document adequate good faith efforts to SCLAA no **later than 4:00 p.m. PST on the 2nd business day after SCLAA's bid due date**, or as otherwise specified in the solicitation. Bidder should submit the following information even if the "DBE Participation Commitment Form" indicates that the bidder has met the DBE goal. This will protect the bidder's eligibility for award of the contract if SCLAA determines that the bidder failed to meet the goal for various reasons, e.g., a DBE firm was not certified at bid opening, or the bidder made a mathematical error.

Submittal of only the form may not provide sufficient documentation to demonstrate that adequate good faith efforts were made.

The following good faith efforts items (A through H) shall be minimally performed prior to bid submission. Bidder to complete the following items in sufficient detail to effectively demonstrate that good faith efforts were undertaken to meet the established DBE goal:

- A. Items of Work the Bidder Made Available to DBE Firms; a description of work items and approximate dollar amounts made available to DBE firms by the bidder, value of work items as a percentage of total contract work, breakdown of bid items or larger scopes of contract work (including those items normally performed by the bidder with its own work forces) into economically feasible units to facilitate DBE participation sufficient to meet the DBE contract goal. It is the bidder's responsibility to demonstrate that sufficient work was made available to facilitate DBE participation as follows (Provide documents that sufficiently evidence the efforts detailed below):

Description of Work Item	Bidder Normally Performs (Y/N)	Unbundled from Larger Scope (Y/N) If Yes, List Scope and/or Bid Item (#)	Amount (\$)	Percentage of Contract

- B. Solicitation Effort Documentation; the names and dates of notices sent to certified DBEs soliciting bids for this project and the dates and methods used to follow up initial solicitations to determine with certainty whether the DBEs were interested (attach all copies of solicitation, telephone records, fax confirmations, email communications, etc.) and amount of DBEs to respond. Bidders are reminded to solicit certified DBEs in SCLAA's market area through all reasonable and available means (e.g. attendance at pre-bid meetings, advertising and written notices.) Bidder to provide documentation to demonstrate DBE firms were provided information about the contract (location of project, contract number, bid date, items of work made available and contact information) in the Invitation to Bid from the bidder and evidence the aforementioned items, as follows:

DBE Firm	Contact Name/Title	Method of Solicitation	Date of Initial Solicitation	Date of Follow-Up Solicitation	Response/ Interested in Bidding

(Note: Solicitations should occur at a minimum no later than 14 calendar days prior to SCLAA's bid due date and follow up to the solicitations should allow DBE firms reasonable time to respond). DBE firms solicited must be advised if the original bid due date has been extended.

- C. Rejected DBE Bid Documentation; the names, addresses, phone numbers, and amount of rejected DBE firms, the reasons for the bidder's rejection of the DBE firms, the firms selected and accepted for that work (attach all copies of quotes from all firms involved inclusive of a detailed cost breakdown if opted to self-perform work) and the price difference for each DBE if the selected firm is not a DBE, include an explanation of quote(s) rejected.
- D. Publication Efforts Made to Advertise the Projects to Solicit DBE Participation; names and dates of each publication in which a request for DBE participation for this project was placed by the bidder (attach copies of advertisements or proof of publications). Publications should be placed at a minimum 14 calendar days before SCLAA's bid due date. If bid due date is extended, bidder is to re-advertise new bid due date.

Publications	Type of Publication (Trade/General/Minority/Focus)	Dates of Advertisement	Duration of Advertisement	Readvertisement (Bid-Due Date Extension)

- E. Agencies, Organizations, or Groups Contacted to Provide Assistance in Contracting, Recruiting, and Using DBEs; the names of agencies, organizations or groups contacted to provide assistance in contacting, recruiting and using DBE firms (Attach copies of requests to agencies, responses received and efforts made by the bidder in response).

F. Efforts to Provide Information About the Plans, Specifications, and Contract Requirements; efforts made to assist interested DBEs in obtaining necessary materials, or related assistance or services, bidder to provide evidence of effort.

G. Assistance with Lines of Credit, Insurance, and/or other Services; efforts made to assist interested DBEs in obtaining bonding, lines of credit or insurance, and any technical assistance or information related to the plans, specifications and requirements for the work which was provided to DBEs, bidder to provide a list of any assistance provided to DBEs:

H. Additional Data to Support a Demonstration of Good Faith Efforts; in determining whether a bidder made adequate good faith efforts, SCLAA will take into account the performance of other bidders in meeting the DBE contract goal. Attach any additional information to support demonstration of good faith in this section:

NOTE: USE ADDITIONAL SHEETS AS NECESSARY TO DEMONSTRATE RESPONSIVENESS.

**SOUTHERN CALIFORNIA LOGISTICS AIRPORT AUTHORITY
PROJECT #CC21-015 AIRPORT ENGINEERING SERVICES
Request for qualifications**

LIST OF SUB-CONSULTANTS

The bidder is required to furnish the following information in accordance with the provisions of Section 4100 to 4113, inclusive, of the Government code of the State of California.

The consultant shall perform with its own organization contract work amounting to not less than 10 percent (10%) of the total original contract price, excluding any specialty tasks designated by the SCLAA. Specialty tasks may be performed by subconsultant and the amount of any such specialty tasks performed may be deducted from the amount of work required to be performed by the consultant's own organization. **Provide additional pages, as necessary.**

Consultant's Name _____

Name Subconsultant is licensed under: _____

License Number and Classification: _____

Address of Subconsultant: _____

Percent (%) of Total Contract: _____%

Specific Description of Subconsultant: _____

Name Subconsultant is licensed under: _____

License Number and Classification: _____

Address of Subconsultant: _____

Percent (%) of Total Contract: _____%

Specific Description of Subconsultant: _____

Name Subconsultant is licensed under: _____

License Number and Classification: _____

Address of Subconsultant: _____

Percent (%) of Total Contract: _____%

Specific Description of Subconsultant: _____

TOTAL: _____

IF NO SUBCONSULTANT PLEASE INITIAL HERE _____