

36th & Foothill RFP Questions and Answers

The following questions were received by City of Oakland staff before 5pm, Wednesday March 19th, via email or the Pre-Submittal Meeting. In the respect for privacy, all names and identifying statements have been removed and the questions are presented anonymously.

Question: Is this RFP for “Workforce” housing? It is presented by the Economic and Workforce Department....so I’m confused with some of the descriptions? And if so what population are you reaching out to? Teachers, nurses, City only employees? If this is "affordable" housing.....then is it possible to design a Senior Housing complex?

Answer: The RFP is being released by the Economic and Workforce Development Department (“EWDD”), as we manage the City-owned sites acquired by former Redevelopment funds. However, this site is seeking only Affordable Housing related submittals, and we will partner with Oakland’s Housing and Community Development (“HCD”) department as the project navigates its way through the development process. We are open to receiving responses on various types of Affordable Housing, including “Workforce” (please be aware of State HCD Surplus Land Act, or “SLA”, requirements), Senior Housing, etc.

Question: 5 related questions re: Evaluation Criteria

1-An “emerging” developer will not have the financial background as an experienced developer. How can he complete this section? How many points does this count and how are these two different developers judged?

2-How much can, "less current projects" count in the evaluation? And the experience of the development team as a whole?

3-Doesn't the contractor's experience and completion of projects count as the main accountable force? This is where it seems the main item of concern should be who is doing the actual work?

4-With the above in mind, it seems to me that the “team” is the strong force. The developer — as a single unit— is only the lead person but not the force. More important needs to be the architect/contractor working to complete the project, on time and on budget. Is there a rating for them?

5-How important is the scoring for this section?

Answer: Overall, it appears that these questions are regarding how/what to submit, and how those submittal criteria will be evaluated internally. Our submittal requirements are detailed in Section IV.D “Required Submittal Items” on p12 of the RFP, and our evaluation criteria and scoring are detailed in Section V.A “Selection Criteria” on p18 and should be referenced in relation to these questions. EWDD staff are happy to clarify any unfamiliar or unknown terminology in the sections.

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Question: Does the City have any plans to require up to 25% of this affordable housing project for the intellectually & developmentally disabled community?

Answer: Section IV.D. "Required Submittal Items" Item 7 "Unit Mix, Population Served and Depth of Affordability" provides all required criteria that must be addressed in submittals. Submittals are encouraged to provide as much detail as possible on how they propose to meet those requirements, including specific communities identified and types of services provided.

Question: Who is responsible to do a new Phase I and Phase II for this project? The building department will not accept a Phase II older than 6 months. As the property belongs to the city, is it not the city who needs to provide this?

Answer: Section 2.C "Environmental Conditions" states that the selected development teams(s) will need to update the environmental analysis for the site and be responsible for coordinating and implementing corrective actions plans.

Question: Are the Phase I and Phase II reports available to share? If not, can you provide more details about the findings and recommendations? Can you share the name of the consultants that completed the Phase I and Phase II reports (if not able to share)? Has the City initiated review by any oversight agency?

Answer: The City will provide access to the Phase I and Phase II reports as requested. Both reports were completed by Northgate Environmental Management Inc. Section 2.C. "Environmental Conditions" states that in the event that the updated analysis results exceed the appropriate screening criteria, an overseeing agency (typically Alameda County Department of Environmental Health, California Regional Water Quality Control Board or Department of Toxic Substances Control) will need to be involved.

Question: What will the monthly or yearly lease agreement be? That is what is the fee?

Answer: Sec 1. A "Overview" state that the City will lease the property to the selected developer(s) for up to 99 years. Sec I. D "Lease Disposition and Development Agreement and Ground Lease" states that City staff and the selected developer will negotiate the terms for the Lease Disposition and Development Agreement and that the exact duration and financial terms of the LDDA and ground lease are to be negotiated.

Question: Per the RFP document, the City seeks to provide site control to the selected developer through a 99-year ground lease. Is there further expectation or preference on the structure of the ground lease or how the value will be determined?

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Answer: Sec I. D “Lease Disposition and Development Agreement and Ground Lease” states that City staff and the selected developer will negotiate the terms for the Lease Disposition and Development Agreement and that the exact duration and financial terms of the LDDA and ground lease are to be negotiated. Specifics on the ground lease and the value will be explored during the negotiations.

Question: Would it be possible to receive confirmation of page size requirements? Would you be able to direct me to any format requirements for the proposal submission?

Answer: I reviewed the RFP and did not identify any hard restrictions on page sizes, just the scale of the various concept drawings. I am also unaware of any page size constraints in uploading a document to the OakApps portal. If you are able to submit your responses in a pdf format that is reviewable by the RFP review panel, it should be fine.

Question: Can your office check with the Housing Authority to see if there's any chance that vouchers would be available for this project. There is such a need for supportive housing and vouchers are the key component to make those units work.

Answer: The City has no knowledge of whether or not vouchers would be available for this project at this time.

Question: There is legislation that allows affordable/supportive housing to have ministerial entitlement processing and be CEQA exempt. Does the City support this approach to developing these sites?

Answer: Yes, the City supports this approach.

Question: How many developers are intending to respond to the RFQ?

Answer: The City has no knowledge of how many developers intend to respond at this time.

Question: Now that Homekey+ is out, how does the RFP reflect on the 36th and Foothill site? Can we apply for both? Which department will be handling the Homekey+ process?

Answer: The RFP for proposals seeking Homekey funding opened November 30, 2023 and closed July 12, 2024. The City of Oakland’s Housing & Community Development (HCD) Department manages applications to the State Homekey program. HCD is not accepting any additional proposals to co-apply to the State for Homekey+ funding outside of their existing competitive processes within their department. The RFP and any and all information regarding this process is found on HCD’s Homekey website here: <https://www.oaklandca.gov/topics/city-homekey>. There was not a City-owned site offered through the City of Oakland Housing & Community Development Department Homekey RFP, which closed on July 12th, 2024.

Question: Please clarify the RFP submittal deadline.

Answer: The RFP submittal deadline is Friday, March 14th 2025 at 11:59pm.

Question: What are the necessary steps to meet the LBE/SLBE City of Oakland requirements for this RFP? How do we know if our organization has been recognized as an SLBE?

Answer: All municipalities require companies to apply for certification from each one. These are the instructions for certification with the City of Oakland.

To complete an application for certification with the City of Oakland, please click the link below to start.

[City of Oakland | Apply for Certification as a Small or Local Business](#)

Please read the STEP-BY-STEP instructions on the webpage.

Should the company encounter any technical issues, please use the button at the top right side of the web page. If the company receives error messages, please submit a support ticket using this link:

<https://oaklandca.diversitycompliance.com/FrontEnd/ContactForm.asp?TN=oaklandca&XID=5525>.

Please list the issues in as much detail as possible, and the support team will get back to you as soon as possible.

Please be prepared to upload the following documents during the application process:

1. Copy of the **CURRENT** City of Oakland business license and the receipt from the City of Oakland.
2. Copy of **CURRENT** Professional license, certificate, or permit (if applicable).
3. Copy of **CURRENT** company's lease or rental agreement for a business address or proof of ownership (property tax statement or deed) if owned.
4. If a corporation- a copy of the "Secretary of State" letter of incorporation.
5. For Non-profit entities and organizations (copy of the IRS letter of determination).
6. W-9 form.
7. Last three years' tax returns (**first page only, signed and dated**), plus Schedule C if a sole Proprietor.
8. DE6 or DE9.
9. A list of the employees that work from the Oakland office and the percentage of time they work from the Oakland office.
10. Three contracts/billing for work conducted by the company from the Oakland business/ office address.