

**Pre-Bid Conference & Bid Walk
May 15, 2023**

**San Francisco Homelessness & Supportive Housing
1001 Polk St Shelter - HVAC Upgrades**

bidopportunities.apps.sfdpw.org

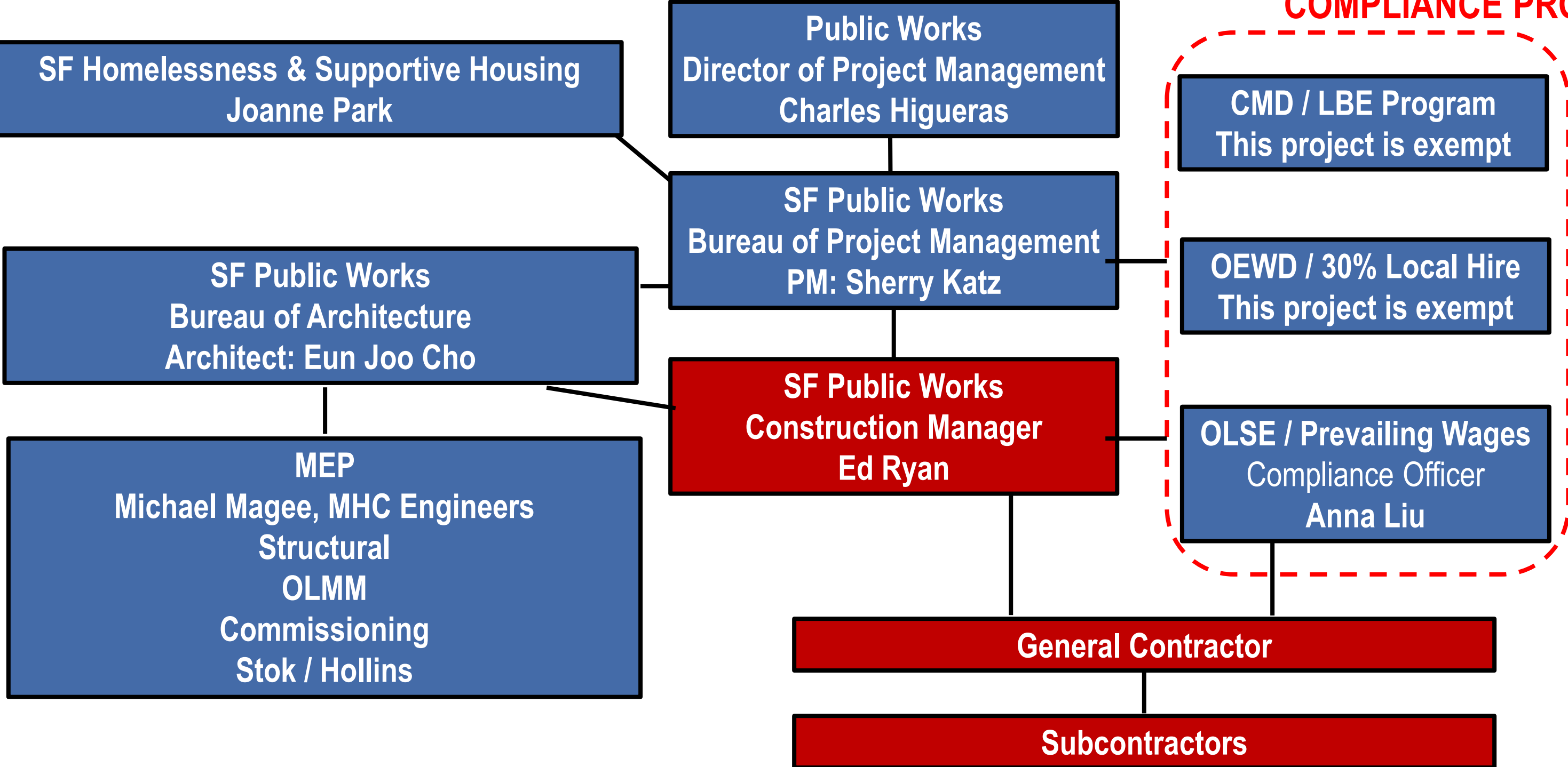


Agenda

- **Today's Schedule:**
 - Virtual Pre bid Conference 930-1030 am
 - Site walk with sign in sheet 1130-12:30 pm
- **Introductions**
 - Project Organization
- **City Compliance Programs:**
 - Contract Monitoring Division (CMD) - **Contract Compliance**
 - Office of Economic and Workforce Development (OEWD) – 30% **Local Hiring Policy**
 - Office of Labor Standards Enforcements (OLSE) – **Prevailing Wages & D.I.R.**
- **Vicinity Map & sequence of today's site visit**
- **Anticipated Project Schedule**
- **Project Bid Information**
- **Project Description and Scope**
- **Questions?**

Project Organization & Team

**CITY OF SAN FRANCISCO
COMPLIANCE PROGRAMS**



City of San Francisco Compliance Programs

Please contact compliance officers for assistance

Go to: [Bidopportunities.apps.sfdpw.org/caseload/details](https://bidopportunities.apps.sfdpw.org/caseload/details)

For today's handouts

Office of Labor Standards
Enforcements (**OLSE**)
**Certified Payroll, Prevailing
Wages, LCP Tracker Training**

Anna Liu,

Compliance Officer

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Office of Economic & Workforce
Development (**OEWD**)
**30% Local Hiring Policy and
50% Local Apprentice Hiring**

SF Admin Code

Chapter 6.76

HSH projects are exempt

Contract Management
Division (**CMD**)
**Policies and
Requirements**

SF Admin Code

Chapter 6.76

HSH projects are exempt

Office of Labor Standards Enforcements (OLSE) Certified Payroll, Prevailing Wages, LCP Tracker Training

Labor Standards Fact Sheet

Information and requirements for contractors and subcontractors bidding on public works contracts in the City and County of San Francisco:

- Pay workers the correct prevailing wage rates for each craft, classification and type of work performed. *SF Administrative Code 6.22(e)(1); CA State Labor Code Section 1773 and 1774*
- Submit certified payroll reports and fringe benefit statements into the City's electronic payroll reporting system (LCPtracker). *SF Administrative Code 6.22(e)(6); CA State LC Section 1776*
- Maintain Office of Labor Standards Enforcement (OLSE) daily sign in sheets documenting all hours worked and the classifications of work performed. *SF Administrative Code 6.22(e)(7)(C)*
- Display OLSE provided posters at the jobsite, informing workers of Prevailing Wage requirements. *SF Administrative Code 6.22(e)(7)(D)*
- Furnish employees with itemized pay stubs and retain payroll records. *CA State Labor Code Section 226*
- Employ apprentices registered in a state-approved apprenticeship program and make apprenticeship training contributions. *CA State Labor Code Section 1777.5*
- Register with the California Department of Industrial Relations (DIR). *CA State Labor Code Section 1725.5*
- Comply with local labor laws including the *Minimum Compensation Ordinance, Health Care Accountability Ordinance, Health Care Security Ordinance, Fair Chance Ordinance and miscellaneous Prevailing Wage Ordinances* where applicable. *SF Administrative Code Ch. 14, 12P, 12Q, 12T and 21C*

All Contractor & Sub Contractor CPRs must be uploaded to the City's LCP Tracker and must be current prior to release of payment

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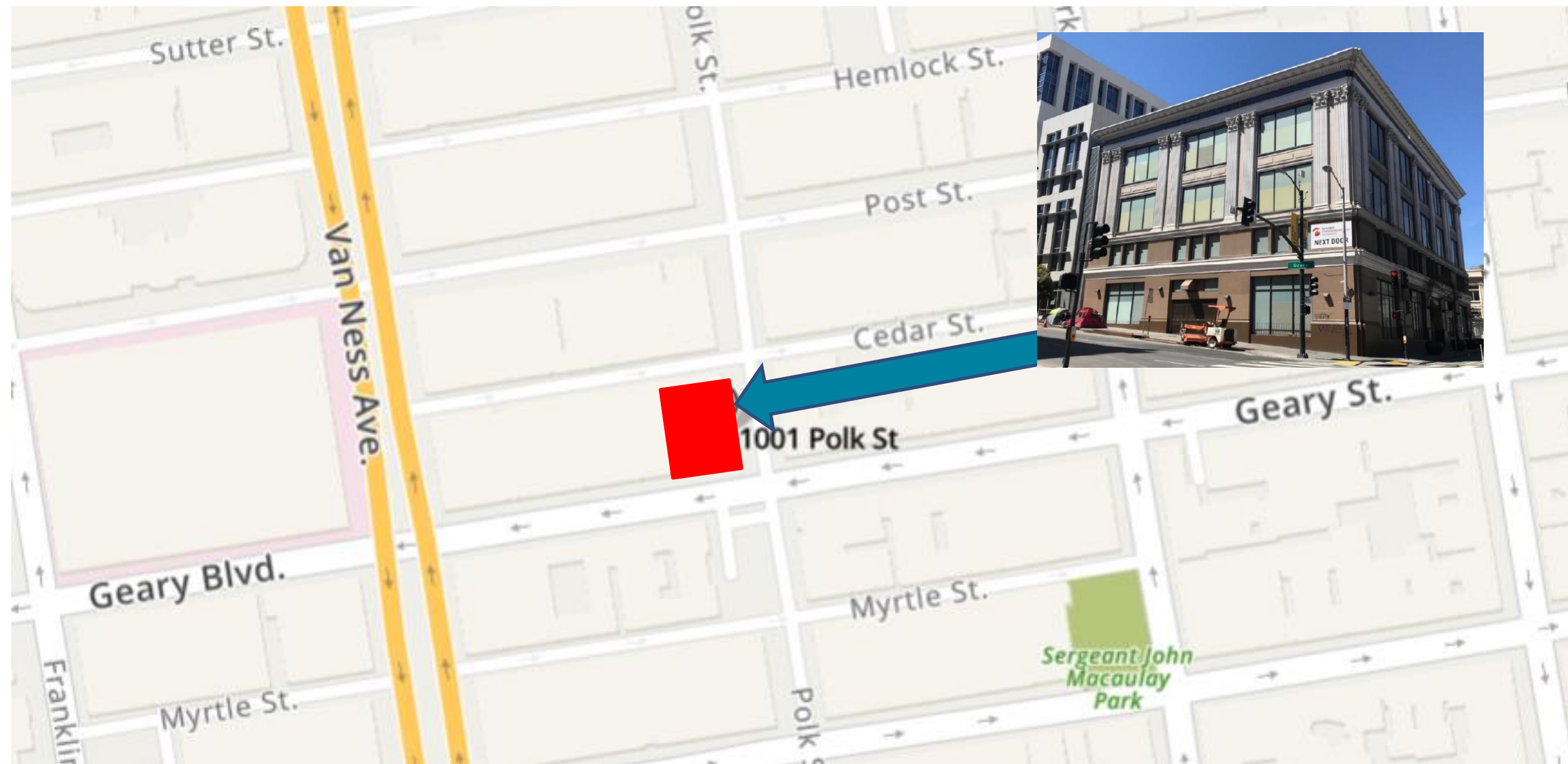
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Project Information

Vicinity Map for 1001 Polk St

Site Visit @ front entrance at
1001 Polk St
Between Cedar & Geary
1130 am to ~1130 am



Project Information

Bid Advertisement

Bid Conference/ Bid Walk

Last Day for Questions on Bid Docs (QBDs)

Final Addendum published

Bids are Due

Summary of Project Schedule

APRIL 18, 2023

MAY 15, 2023

MAY 31, 2023

JUNE 8, 2023

JUNE 14, 2023; 2:30 PM

Bids shall be submitted online via ShareFile until 2:30:00 p.m. on January 4, 2023, after which the bid opening will be conducted live online via Microsoft Teams. Contract Administration will email the Microsoft Teams meeting information to all Plan Holders approximately 24 hours prior to Bid opening.

Bid Protest Period – 7 calendar days following the bid

CMD forms / Supplementary Docs due – 5 days

Public Works Commission Mtg – Consent to Award

Notice of Award, Contract Agreement sent to GC

GC delivery of bonds & insurances

City's review of bonds & insurances

NTP Target

By JUNE 21, 2023

By JUNE 28, 2023

SEPT 1, 2023

SEPT 8, 2023

SEPT 16, 2023

By week of SEPT 25-29

Target – late September/ early October

Contact Time from NTP to Substantial Completion

385 calendar days

Complete Submittals due or Liquidated Damages apply

21 days from NTP

Project Information

Bid Information

- **This is a Homelessness and Supportive Housing project** – The City’s LBE subcontractor requirements and Local Hire requirements are exempt from this project by SF Contract Admin Code Section 6.76
- **Today’s Site Visit** – sign in sheets will be provided at each site
- **Submit written questions on QBD (RFI) form to both:**
 - Sherry.katz@sfdpw.org & EunJoo.Cho@sfdpw.org
- **Abatement work is anticipated – only a certified abatement contractor can perform the demolition/abatement.**
- **On the Bid Form:**
 - This is a lump sum bid
 - Allowances – see section 01 21 00: allowances are requested in PCO format by general contractor.
 - Partnering Requirements: The partnering allowance of \$15000 may or may not be used by the GC for partnering and will be a credit change order back to the City if unused for meetings between the Owner, the Contractor and the Partnering facilitator to engage in conflict resolution – see Section 01 31 33.
 - Sidewalk coating allowance for material and labor. Contractor will provide material invoices and labor breakdown by trade classification and hours to support use of this allowance.
- **There are 3 LDs in contract that the City will enforce – see bid section 00 73 02:**
 - Submittals are due 21 days from NTP or LDs of \$200 per day apply
 - Substantial Completion LDs - \$2500 per day
 - Final Completion LDs - \$500 per day

Project Information

Bid Information

- **This work is taking place in an occupied homeless shelter**
 - GC’s Regular Work Hours: 7:30 am to 4:30, but final coordination with CM and HSH client department.
- **Total contract time from NTP to Substantial Completion is 385 days** (55 weeks due to long lead equipment times)

Activity	Duration
Complete Submittals due from GC	3 wks. from NTP, or LDs apply
Submittal Review	4-6 weeks
Procurement (lag time to mobilization) – GC must provide manufacturer’s letterhead delivery date for major HVAC equipment	Per suppliers
Mobilization to Substantial Completion	Following delivery of equipment

- **Permits that need to be obtained by General Contractor**
 - The contractor provides all SFMTA related permits for temp parking, traffic control and street lane closures
- **Permits obtained by the City**
 - Building Permit

Project Information

Project Description

Eun Joo Cho, Bureau of Architecture, Public Works

Architectural

Demo & Replacement in kind of penthouse walls and roof.
Structural repair of the structural slab under the Geary
Polk, and Cedar street sidewalks
Minor roofing repairs at hvac work location

Sidewalk Coating

An allowance is included in the bid form for a waterproofing coating at Polk, Geary and Cedar St Sidewalks.

The allowance will be used for the approved BSM product, Sikalastic 720/745 waterproof system, at Polk, Geary and Cedar St sidewalks

The GC will submit a cost proposal to the City's Representative per Allowances section 01 21 00, for review and approval. The cost proposal will include the actual direct cost to Contractor for materials, labor, equipment, delivery, taxes, and OH&P.

Following the contract award, plans will be issued to the GC.

Project Information

Michael Magee, MHC Engineers

Mechanical Project Description

Building Management System

Replacement of existing pneumatic controls with new digital controls: Install HVAC DDC controls with a full service BMS system, to provide HVAC digital controls, with sufficient spare points and/or expandability to provide full building services under future improvements.

Mechanical – Exterior Work

Replace rooftop fans as shown on plan.

Extend/rebuild ductwork as required for fan installation.

Install VFD's for fan control as noted to integrate with DDC system.

Replace hydronic boilers as shown on plan.

Mechanical – Interior Work

Provide new VAV boxes inline on existing ductwork.

Rebalance system as shown on plan.

Integrate all equipment controls with new BMS system with DDC.

Electrical

Provide circuiting for new mechanical equipment.

Replace lighting in S-1 fan penthouse.

Questions?

Please use QBD forms



DEPARTMENT OF
HOMELESSNESS AND
SUPPORTIVE HOUSING